

**State Machine Tool Apprenticeship Advisory Committee Meeting**

**May 18, 2016**

Fox Valley Technical College  
Appleton, WI

**DRAFT MINUTES**

<b>Members Present</b>	<b>Organization / Employer</b>
Dennis, Mark (Co-Chair)	Fox Valley Tool & Die
Haban, Eric (Co-Chair)	LDI Industries
Heins, Ken	KLH
Johnson, Greg	PowerTest
Schneider, Roque	Mercury Marine

<b>Members Absent</b>	<b>Organization / Employer</b>
Bates, Dan	Rexnord
Brockelman, Doug	Stanek Tool Corp
Rainey, Tony	Master Lock Company
Sengbusch, Bob	Brillion Ironworks
Sloma, John L.	IAM – AW LL516
Williams, John	Rexnord Industries

<b>Consultants and Guests</b>	<b>Organization / Employer</b>
Anderson, Cindy	Bureau of Apprenticeship Standards
Block, Jeff	Northcentral Technical College
Cattelino, Mike	Fox Valley Technical College
Destree, Sandra	Bureau of Apprenticeship Standards
Janecek, Ed	Waukesha County Technical College
Kiel, Todd	Northeast Wisconsin Technical College
Kitchen, Jim	Fox Valley Technical College
Nakkoul, Nancy	WTCS
Perkofski, Lisa	Bureau of Apprenticeship Standards
Pusch, Liz	Bureau of Apprenticeship Standards
Rice, Vincent	Bureau of Apprenticeship Standards
Schetter, Sheila	Lakeshore Technical College
Smith, Owen	Bureau of Apprenticeship Standards

1. The meeting was called to order at 10:04 a.m. by Committee Co-Chair Mark Dennis in conformance with the Wisconsin Open Meeting Law.
2. A sign-in sheet was distributed. Members and consultants introduced themselves.
3. The committee reviewed the current roster. The Bureau is still recruiting members to increase the committee size to 18 members, as requested by the committee. The Bureau is prioritizing new members from areas currently not represented, including the northwest, Madison and Racine/Kenosha areas.

#### 4. Old Business

##### a. **Review the follow-up items from the previous meeting:**

###### i. For action: approved the draft minutes

The minutes were approved with one correction: the meeting was held at Madison Area Technical College, not Mid-State.

###### ii. For action: approve the proposed Exhibit A for the new statewide apprenticeship, CNC Technician

The committee reviewed the reasons for the proposed program for CNC Technician and the desired differences between it and the existing program for Machinist. The committee noted that proposed program would use the same paid related instruction for the existing program for Machinist.

An instructor argued that the paid related instruction for CNC Technician should not be identical to Machinist but a stepping stone to it because he has been witnessing a general lack of awareness of power tools and trade math in first-year apprentices. The instructor's argument was supported by his dean. The Bureau and the committee acknowledged the concern, but argued that the difficulties were a local concern that could be addressed through local resources.

***Action:** the committee approved the Exhibit A with one correction: task C under "Demonstrate awareness of the foundations of CNC programming" was revised to "...sending, receiving and saving programs."*

###### iii. Preliminary analysis of survey of paid related instruction

Nancy Nakkoul and Owen Smith reported that their initial review of the survey results indicate that the most variance in paid related instruction occurs in the Machinist trade. They are currently reviewing the competencies in detail and will share further analysis at the fall meeting. They thanked the technical colleges for replying to such a long and detailed survey.

###### iv. Include Transition to Training in paid related instruction?

The committee asked whether Transition to Trainer will be revised because several parts of the course are noticeably outdated. Owen replied that he would ask Director Morgan whether the program will be reviewed, and how. He will report back to the committee at the fall meeting.

##### b. **Apprenticeship Completion Award Program**

Owen reviewed the purpose of the program, the eligibility requirements and the potential reimbursement amounts. He noted that the total dollar amount of denied requests is substantially larger than total of approved requests for two reasons: apprentices fail to provide a proper receipt;

and apprentices that qualify for 25% of their total costs up to \$1,000 will submit their total costs and the difference between the total costs and the maximum reimbursement is denied. The program will conclude on June 30, 2017.

**c. WI Apprenticeship Summit**

Owen reported that two action items from the Summit have been completed. First, the Bureau formed a consortium of employers who use apprenticeship to encourage employer-to-employer outreach. Second, the consortium administered a statewide survey of the use and perception of registered apprenticeship among current sponsors, former sponsors and non-sponsors.

The survey results are as follows: the large majority of current sponsors highly value registered apprenticeship for its quality training; the large majority of former sponsors no longer use the program due to downturns in the economy; and the non-sponsors that participated in the survey did not report a clear alternative or substitute for registered apprenticeship, and are doubtful that their current training will sufficiently meet future work demands.

**d. American Apprenticeship Grants (WAGE\$)**

Cindy Anderson explained that WAGE\$ is a \$5 million grant over a five-year period, during which the Bureau committed to registering 1,000 new apprentices. The first objective is to expand registered apprenticeship into health care, information technology, and advanced manufacturing sectors. The second objective is to increase the pool of qualified applicants to construction trades by supporting youth apprenticeship programs and pre-apprenticeship readiness programs.

Cindy explained that efforts related to advanced manufacturing will include expanding the Industrial Manufacturing Technician, Welder-Fabricator, and Maintenance Technician programs, which are sponsored by other state committees. The first new manufacturing program scheduled to be developed through the grant will be Mechatronics, which will likely combine industrial electrical work, maintenance, and robotics.

**e. Other**

No additional items were brought forward.

**5. New Business**

**a. Proposed revisions to CFR 29.30.**

Owen explained that the U.S. Department of Labor released proposed revisions to CFR 29.30, which governs affirmative action and equal employment opportunity requirements for registered apprenticeship. Much of the language came from federal contracting language. Karen has explained that the proposed requirements and definitions would make current requirements that are specific very broad and vice versa. Owen described the proposed revisions as a "big cloud of work moving across the year slowly," so the Bureau is giving all stakeholder an early heads-up that significant changes could result.

**b. Revisions to [www.wisconsinapprenticeship.org](http://www.wisconsinapprenticeship.org)**

Owen explained that several changes were made to the Bureau homepage to improve navigation for all users. No content changed. The top navigation links were revised from a table to a bar. Navigation buttons specific to key audiences were added to the bottom of each page. A slideshow of feature news articles was added to the middle of the homepage.

**c. BAS personnel update**

Owen informed the committee that Kathy Wellington, Chief of Field Operations, accepted a new position. The Bureau will begin interviewing replacements soon.

**d. Other**

Ken Heins asked that the fall agenda include a discussion on whether the Electronic Discharge Machinist program should be revised to the Electronic Discharge Technician program to make it distinct from the general Machinist program. He suggested changing the title only, not the content.

**6. WTCS Update**

Nancy Nakkoul briefed attendees on the 2013-14 Apprenticeship Completer Report, recent updates to scholarships for apprentices, and curriculum update projects.

7. Program participants included 476 apprentices and 223 sponsors with a contract in active or unassigned status as of May 6, 2016. Owen noted that the totals are almost greater than the year-end totals for 2015, and the year is not yet half-way over.
8. The next meeting will be held on Wednesday, October 19, 2016, at 10:00 a.m., at Mid-State Technical College in Wisconsin Rapids.
9. The meeting was adjourned at 12:22 p.m.

**Follow-up Items**

- i. BAS will research when Transition to Trainer will be revised and how.*
- ii. BAS and WTCS will present another analysis of the PRI survey at the next meeting.*
- iii. BAS will add "Electro Discharge Technician" to the fall agenda.*

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*Submitted by Owen Smith,  
Bureau of Apprenticeship Standards*