

State Machine Tool Apprenticeship Advisory Committee Meeting

Wednesday, October 1, 2014

Lakeshore Technical College
2125 Commercial Ave
Cleveland, WI

Approved Minutes

Members Present	Organization / Employer
Bates, Dan	Rexnord
Brockelman, Doug	Stanek Tool Corp
Dennis, Mark (Co-Chair)	Fox Valley Tool & Die
Haban, Eric	LDI Industries
Heins, Ken	KLH
Johnson, Greg	PowerTest
Rainey, Tony	Master Lock Company
Schneider, Roque	Mercury Marine
Sloma, John L.	IAM – AW LL516

Members Absent	Organization / Employer
Williams, John	Rexnord Industries

Consultants and Guests	Organization / Employer
Sengbusch, Bob	Brillion Ironworks
Kiel, Todd	Northeast Wisconsin Technical College
Destree, Sandra	Bureau of Apprenticeship Standards
Perkofski, Lisa	Bureau of Apprenticeship Standards
Smith, Owen	Bureau of Apprenticeship Standards

1. The meeting was called to order at 10:06 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. Minutes of the March 5, 2014, meeting were approved as written.

4. Old Business

a. **Review the roster.**

Owen Smith distributed the current roster and asked the committee to review its membership and contact information. Employer representation includes five members. Employee representation includes three members, including Bob Sengbusch, who replaced John Sloma for Brillion Ironworks. Employee member Ray Hall retired and will be replaced by Roque Schneider. Employee member Henry Verfurth retired and may be replaced by Mark Krueger. Employee member Jim Nichols is now employed by Briggs & Stratton, but the company wants to nominate another individual. The Bureau declined, stating the vacancy does not follow the individual, but is at the discretion of the committee.

Owen asked the committee for guidance in recruiting an additional employee member that would balance the trades, types of sponsors, and geographical areas represented on the committee currently. The committee advised the Bureau to approach Tyco Fire Protection in Marinette, Joy Global in Milwaukee, OshKosh Truck, Case New Holland in Racine, or Madison KIPP in the Eau Claire area.

b. **For action: election of Employee Co-Chair**

Owen noted that the departure of Jim Nichols left the position of Employee Co-Chair vacant. He asked the committee for nominations. The committee suggested Eric Haban.

***Action:** the committee approved a motion to elect Eric Haban as the Employee Co-Chair and to vote again at the 2016 fall meeting.*

c. **Follow-up items from previous meeting**

i. Three-year Milling and Grinding apprenticeship

The committee had requested that the Bureau provide records of a previous three-year apprenticeship program in Milling and Grinding. Owen explained that the Bureau does not have records of such a program, but he provided several examples of similar, shorter programs.

The committee reviewed the programs and discussed whether the industry needed a statewide program. Proponents argued that the milling and grinding are key duties in manufacturing. Opponents argued that milling and grinding are performed as part of several trades and, although some employers sponsor individual programs, the industry as a whole does not need a specific program for milling and grinding.

The discussion led the committee to ask what local trades exist that the committee does not know about. The Bureau responded that apprenticeship training representatives in the Lakeshore and Appleton areas work with many sole sponsors that need CNC Set Up Operators. The state committee does not sponsor such a program, so the ATRs use the state Machinist Exhibit A to create a specialized, sole sponsor program. The CNC Operator performs a minority of Machinist duties; the majority of work processes do not apply. In contract, the Machinist constitutes many skill sets, and is well-rounded overall. The PRI between the programs would likely stay the same.

Committee members expressed concern that the Bureau differentiate between a general machinist, CNC machinist, and CNC Operator because the occupations are distinct. The committee recommended and supported forming a focus group to discuss a state Exhibit A for CNC Operator.

Action: *the Bureau will convene an industry focus group to draft a state Exhibit A for the CNC Operator, and will add the topics to the next meeting agenda for further discussion.*

ii. For action: review of state Machine Tool curriculum delivery

Hal Zenisek explained a pending project to review the curriculum for Machine Tool paid related instruction. The WTCS had reviewed the Machinist curriculum two years ago, and learned that the WTCS needs to do further work with technical colleges to create a curriculum standards model. Additional funding was approved to review the curriculum for the six trades that fall under the Machine Tool curriculum. Hal will convene the colleges and instructors together to walk through the related instruction, examine what is delivered, and create curriculum standards models. Hal would present the outcomes to the state committee at a future meeting. The project will be funded by the WTCS; the implementation of curriculum is handled by the individual technical colleges.

The scope is to identify the competencies and content being delivery, document it, and provide a model for the college to examine. The vision is to sit with colleges and go through the sequences and have common course numbers, max credits, max hours, and have the results serve as a guide to develop curriculum standards. It is not meant to eliminate, add, or update competencies. Doing so would require a second project and additional funding.

Hal explained that delivery can be complicated by the fact that each college has different contract arrangements with instructors, different positions available to them, and different delivery models.

Technical college representatives supported the goals of the project and stated their agreement that the project is necessary due to a lack of consistency.

The start date for the curriculum review as well as the Bureau's independent survey of PRI hours between the colleges will depend on the start date of the new education director. Both items will be included on the next agenda, but updates may not be feasible.

iii. For action: NIMS promotional flyer

The committee reviewed the intended purpose of a proposed NIMS promotional flyer. The second pilot program was unsuccessful because not enough students participated for Waukesha County Technical College to conduct a single set-aside class. So, the college chose to place the students for in the second pilot group and enrolled them in classes alongside traditional apprentices. The promotional flyer was then proposed a means of recruiting additional students and serving as an informational tool for ATRs on NIMS credentials and competencies.

A representative from Chippewa Valley Technical College is becoming an accredited NIMS training center.

To develop the piece, however, it needs to be determined whether the NIMS wants to maintain sole ownership of the document, and therefore not permit the document language to be changed, in which case the Bureau needs to determine whether DWD would permit its logo to be placed on a NIMS document.

Action: Ken Heins will research whether NIMS wants to maintain sole ownership of the document; and the Bureau will research the parameters for using the DWD logo.

d. NIMS pilot

The first pilot is in its second year. WCTS began a second co-hort, but only seven students enrolled, which was short of the 18 students needed to have an independent section. Therefore, the college slotted the apprentices in classes with traditional apprentices.

e. Apprenticeship Completion Award Program

Owen presented and reviewed the ACAP webpage to the committee. He then asked for the committee's feedback on the program, including their level of familiarity and experience with reimbursements.

Some members reported they are familiar with ACAP but have not received any reimbursements. Other members reported that they are not familiar with the program. Owen reviewed the background, rewards, and eligibility requirements.

Members asked if the program reimbursed tuition for two-year technical college graduates. Owen confirmed that ACAP reimbursed paid related instruction for apprentices only.

f. Other

Members reported that the Milwaukee Public School System and Bradley Tech are researching whether to teach NIMS credentials at the high school level. Credentialing, itself, is a popular topic currently within the educational system. The very first NIMS credential is feasible for high schools to implement because the certificate requires book work only, no lab work.

5. New Business

a. BAS personnel update

Owen reported that the Bureau projects it will hire new Apprenticeship Training Representatives for the Waukesha and Madison areas by December 1.

b. BAS continuous improvement efforts: review of state committee Exhibit As

Owen reiterated the work the state committee does in establishing the content of the state Exhibit A is critical because the document establishes the minimum standards for all contracts across the state and the content literally becomes the template for all apprenticeship contracts.

This fall the Bureau is reviewing all state Exhibit A's to ensure the language is legal and clear to all parties to the apprenticeship contract. The review has three possible outcomes: no revisions needed; minor revisions needed; or major revision needed.

c. For action: proposed revisions to state committee Exhibit As

Owen reported that the Bureau proposes minor revisions to the state Exhibit A's for trades sponsored by the committee.

First, the Bureau proposes that the committee change the term structure for the Electrical Discharge Machinist and Patternmaker All Around from "X years OR XXXX hours" to "X years of not less than

XXXX hours." The revised term structure would eliminate ambiguity as to the conditions for completion. Using the "or" in the term structure establishes either criteria as valid for completion.

A general discussion on the benefits and potential drawbacks followed. The committee agreed that eliminating confusion was in the best interest of all parties.

Action: *the committee approved a motion to adopt the proposed revisions to the term structures.*

Second, the Bureau asked the committee whether it preferred to increase the probationary period for its time-based programs to 12 months, which is the new allowable maximum under CFR 29.29. The current probability period of 6 months was the allowable maximum prior to CRF 29.29.

Action: *the committee approved a motion to keep the current probationary periods.*

d. WI Apprenticeship Council update Wisconsin Career Pathway Advisory Subcommittee

Owen Smith reported that apprenticeship continues to receive national attention due to a "perfect storm" of factors, and the attention has directly influenced the Wisconsin Apprenticeship Advisory Council to implement significant new efforts.

Nationally, economists predict an unprecedented shortage of workers in the next five to ten years, due to the progressive retirement of the baby boomer generation and concurrent lack of young adult workers to replace them. In addition, more countries, sectors and industries are expressing interest in apprenticeship training: the German embassy is promoting the adoption of the German model of apprenticeship within German companies operating the U.S.; new federal funding will target developing apprenticeship programs in the health care and information technology sectors; and advanced manufacturing companies, enduring stakeholders of apprenticeship, continue to adopt the model to train workers in new occupations. Last, these changes necessitate creating and expanding pipeline programs into apprenticeship, especially by offering credentials or advanced credit.

To keep abreast of national developments and position the state programs to respond effectively, the Apprenticeship Advisory Council approved the creation of the Wisconsin Career Pathway Advisory Subcommittee. The new subcommittee will oversee the development of bridges between youth apprenticeship and registered apprenticeship programs, and will be co-led by representatives of both staffs.

The strategy will be to introduce youth to certain trades and skills through youth apprenticeship, and award them credit towards a related registered apprenticeship, in which they would learn the trade in its entirety. Linking the programs through credit is feasible because the programs utilize training checklists that are very similar: youth apprenticeship program utilize a "skill standards checklist," and registered apprenticeship programs utilize job books.

A pilot effort to link the two programs through credit has proven successful in manufacturing. Both programs are prevalent in the sector, and many employers sponsor both programs. A key policy of the effort was to leave the type and amount of credit for youth apprenticeship work experience to the discretion of the employer. For example, an employer might not award credit for youth apprenticeship work experience, or place a youth apprentice graduate at the top of a list for registered apprenticeship job announcements, or award hours toward registered apprenticeship OJT. The pilot effort proved successful, and the Department of Workforce Development is interested in expanding it statewide.

The subcommittee will likely target manufacturing and health care sectors first. Manufacturing will likely offer the most potential opportunities, and several health care occupations have youth apprenticeship programs, which might leverage the development of the first registered apprenticeship programs in the sector.

The Bureau and Youth Apprenticeship are recruiting members for the subcommittee, and will convene the first meeting in November.

A general discussion followed on the importance of linking youth and registered apprenticeship. The committee agreed that the youth apprenticeship program is a successful pipeline and fills a critical gap left by cuts to career and technical education curriculum.

e. American Apprenticeship Grants

This year the U.S. Department of Labor is projected to make applications available for \$100m in American Apprenticeship Grants. The competitive grants will be awarded to partnerships that

- launch apprenticeship models in new fields, such as advanced manufacturing and health care;
- align apprenticeships to career pathways by rewarding workplace learning with college credit or linking to pre-apprenticeship programs;
- and scale apprenticeship models that work by marketing the value of apprenticeship, or building national and regional partnerships to expand apprenticeships

The maximum grant award is \$6m.

To prepare for the grant application, the Bureau convened two industry focus groups: one for the construction sector, one from the manufacturing sector. This strategy of engaging industry early proved excellent for the SAGE grant: by identifying numerous potential ways in which grant money could upgrade apprenticeship programs, the Bureau was able to submit a more robust grant application, more quickly.

Although the specific requirements of the American Apprenticeship Grants are yet to be announced, the industry focus groups convened by the Bureau identified these potential uses:

- increasing the apprenticeship "pipeline" by promoting and developing pre-apprenticeship programs, apprenticeship prep programs and linkages between youth and registered apprenticeship, including transcripted credit
- develop outreach materials and events targeted at parents and educators to improve the perception of skilled trades as viable, valid professions. Efforts might include media campaigns, print publication, and tours of local facilities given by partners organizations, such as local chambers of commerce. All efforts would utilize social media, such as Facebook and Twitter.
- develop mentoring programs for skilled workers, possibly by increasing the availability of transition to trainer courses
- encouraging all apprenticeship programs to require apprentices to complete WTCS general education requirements so apprentice graduate with two nationally recognized credentials – the completion certificate and an AAS degree

A general discussion followed on the potential for expanding youth apprenticeship curriculum and sponsors. The first crosswalks between youth and registered apprenticeship programs will be in manufacturing occupations. The first efforts to expand youth apprenticeship will likely include outreaching to current registered apprenticeship sponsors.

6. WTCS Update

No items were reported that were not otherwise covered in the above topics.

7. Review of Program Participants

Program participants included 429 apprentices and 211 sponsors with a contract active or unassigned on Sept. 1, 2014.

8. The next meeting will be held on Wednesday, May 6, 2015, at 10:00 a.m. at Moraine Park Technical College in West Bend.

9. The meeting was adjourned at 2:00 p.m.

Follow-up Items

- i. *The Bureau will revise the term structures.*
- ii. *The Bureau will research a focus group for CNC Set-up Operator.*
- iii. *The Bureau will research the parameters for using the DWD logo.*
- iv. *Ken Heins will research whether NIMS wants to retain ownership of a promotional flyer.*

Submitted by Owen Smith, Program and Policy Analyst