

State Electrical & Instrumentation Apprenticeship Advisory Committee Meeting

October 22, 2015

Madison Area Technical College
Madison, WI

Draft Minutes

Members Present	Employer/Organization
Butt, Nate (Co-Chair)	Quad Graphics - Sussex
Cannestra, Tony (Co-Chair)	GE Healthcare
Friedeck, Rich	IBEW Local 663
Lundey, Dave	MMSD
Roach, Mike	Trane Co
Salzwedel, Bill	Sargento Foods Inc
Woehlke, Scott	Mercury Marine

Members Absent	Employer/Organization
Cestkowksi, Jim	MPI - Deerfield
Dejardin, Warren	Green Bay Packaging
Fitzsimons, Mark	MillerCoors
Hafeman, Brian	PCA – Tomahawk
Hankwitz, Dan	Kimberly Clark Corp.
Harrer, Tammy	Clearwater Paper
Smith, Ryan	Harley-Davidson

Consultants and Guests	Employer/Organization
Cook, Jim	Madison Area Technical College
Destree, Sandy	Bureau of Apprenticeship Standards
Ecker, Rob	Bureau of Apprenticeship Standards
Johnson, Joshua	Bureau of Apprenticeship Standards
Kiel, Todd	Northeast Wisconsin Technical College
Morgan, Karen	Bureau of Apprenticeship Standards, Director
Nakkoul, Nancy	Wisconsin Technical College System
Schetter, Sheila	Lakeshore Technical College

Schultz, David	Lakeshore Technical College
Smith, Owen	Bureau of Apprenticeship Standards
Wurzez, Ed	Trane
Zenisek, Hal	Wisconsin Technical College System Foundation

1. The meeting was called to order at 10:10 a.m. by Co-Chair Nate Butt in conformance with the Wisconsin open meeting laws.
2. Roll call was conducted and a sign-in sheet was circulated.
3. The committee reviewed the current roster.

Action: *the committee approved a motion to elect Tony Cannestra as Employee Co-Chair.*

Bill Salzwedel announced that he will retire in April 2016. He will be replaced on the state committee by his colleague, Sonia Otte.

4. Old Business

a. Review the follow-up items from the previous meeting.

The committee approved the minutes as written.

A draft of the proposed revisions to the Industrial Electrician Exhibit A was shared with the committee along with a sample page from the job book. It was noted that most of the work processes have not changed but have been formatted in a manner that makes it easier to update the job book. One new work process "Apply energy management." has been added. Tasks under this category will be more clearly defined as the job book is finalized. The committee feedback was positive. Dan Hankwitz from Kimberly Clark volunteered to join the subcommittee working on the revised job book. A full draft of the job book changes will be presented at the Spring 2016 meeting.

b. Apprenticeship Completion Award Program

The State Legislature approved the program for extension. It will now expire on June 30, 2017. No other changes were made: the eligibility requirements and reimbursement awards remain the same. The Bureau reiterated that the intent of the program was not to reimbursement apprentices for all of their paid related costs.

c. WI Apprenticeship Summit

Owen reported that the first action item from the Wisconsin Apprenticeship Summit is underway. DWD convened a consortium of employers that will advise the Bureau on employer-to-employer outreach materials targeted at employers that sponsored apprentices within the past three years and employers that have never sponsors apprentices. The consortium's first step is to administer a statewide survey on the attitude and perceptions of registered apprenticeship among sponsors, former sponsors, and non-sponsors. The Bureau will inform the committee of the results at the spring meeting.

Owen asked the committee to comment on why they think employers choose not to train apprentices. Responses included the following:

- Progressive wage scale
- Cost of training
- Program requirements are too rigid
- Rather hire more skilled persons than train
- Workers are trained and then they leave

The contact information for the consortia is listed on the youth apprenticeship website.

d. American Apprenticeship Grant and WAGE\$

Owen reported that the Bureau was awarded an American Apprenticeship Grant, known as "Wisconsin Apprenticeship Growth and Enhancement Strategies (WAGE\$)", for the maximum amount of \$5 million.

The grant has two goals. First, expand registered apprenticeship into new areas of the economy, including information technology, health care, and advanced manufacturing. Second, increase the pool of qualified applicants for registered apprenticeship by supporting youth apprenticeship programs through the K-12 system and supporting pre-apprenticeship readiness programs through local workforce development boards.

e. Other

No other items were brought forth.

5. New Business

a. BAS Personnel Updates

Tim Ziffer is new the Apprenticeship Training Representative for the Racine-Kenosha Area. Former ATR Sandy Martin accepted a new position with DWD Job Service.

b. Duties of the State Committee

Owen explained that the Bureau is reviewing the duties with all state committees this fall. The effort was driven by a large turn-over in members across all committees over the past three years. In addition, the Bureau is emphasizing how crucial the committees' feedback is to the Bureau in matters of policy, on-the-job learning content and, Owen emphasized, paid related instruction. He noted this committee performs at an excellent level. For example, the committee recently requested that an occupational analysis be conducted on the Industrial Electrician trade, and the committee used the results to revise its paid related instruction, Exhibit A and job book.

c. Technical Assistance Guide sessions

This item applies to state construction committees only.

d. Other

Owen distributed copies of the WI Pre-Apprenticeship Readiness Program and explained its purpose. The committee expressed interest in this type of program and discussed how it could be developed for their trade.

Owen distributed copies of the "Guide to Successful Interviewing for the Skilled Trades" and explained its purpose. Committee members were interested in an online version.

Co-Chair Nate Butt announced that his company, Quad Graphics, is hosting an event for National Apprenticeship Week on November 2. Vincent Rice shared the schedule of events for the entire week and committee members requested a copy.

6. **WTCS Update**

Nancy Nakoul informed the committee that Great Lakes Higher Education is giving 200 \$1000 scholarships to apprentices. Applicants needed to meet minimum income requirements. The deadline to apply was October 17 and winners will be announced in December.

Due to a 38% increase in apprentices in training at the technical colleges, additional funds have been made available to offset increased instruction costs at the local level.

Hal informed the committee that the following three actions will occur as it relates to the Electrical and Instrumentation trade:

1. Below the line learning materials will be digitized and updated for instructors. They were last updated in 1996.
2. The Instrumentation courses will be reviewed and updated.
3. A train the trainer workshop will be held in Spring for instructors.

Last, Hal stated he did not foresee the need to increase the overall hours of PRI.

7. **Review the program participants.**

Program participants include 553 apprentices and 189 sponsors with contracts in active or unassigned status on May 1, 2015.

8. The next meeting is tentatively scheduled for Thursday, April 14, 2015, at 10:00 a.m., at Sargento's at Percnickey Way, Harftod.
9. The meeting adjourned at 1:15 pm.

DRAFT

*Submitted by Sandy Destree & Owen Smith
Bureau of Apprenticeship Standards*