

State Electrical Construction Apprenticeship Advisory Committee

October 26, 2015

Moraine Park Technical College
West Bend, WI

Draft Minutes

Members Present	Employer/Organization
Allen, Don (Co-Chair)	IBEW Local 158
Grundahl, Carol	IBEW Local 159
Habermehl, Sylvia	Habermehl Electric
O'Leary, Loyal (Co-Chair)	NECA-- WI Chapter
Steiner, Rick	Steiner Electric (ABC)
Tourdot, Kelly	Associated Builders & Contractors
Walsh, John M.	IBEW Local 14
Young, Greg	IBEW Local 577

Members Absent	Employer/Organization
Balthazor, Michael	Michaels Power
Bzdawka, John	IBEW Local 494
Kryzaniak, Rick	Faith Technologies (Associated Builders & Contractors (ABC))
Miller, Dean	IBEW Local 388
Pohlman, Mike	R.J. Nickles Electric Co.
Sokolik, Leo	IBEW Local 890
Washebek, Dave	Lemberg Electric (NECA)

Consultants & Guests	Employer/Organization
Ahmad, Hafeezah	Bureau of Apprenticeship Standards - Milwaukee
Anhalt, Tim	NECA-IBEW Apprenticeship & Training
Bade, Erik	Madison Area Technical College
Crownhart, Ed	Mid-state Technical College
Harding, Burt	Bureau of Apprenticeship Standards – Green Bay
Kiel, Todd	Northeast Wisconsin Technical College
Large, Dan	Local 494 JATC
Montgomery, Mark	Waukesha County Technical College
Perkofski, Lisa	Bureau of Apprenticeship Standards - Appleton
Schanke, Debbie	Bureau of Apprenticeship Standards - Madison
Smith, Owen	Bureau of Apprenticeship Standards – Central Office
Stern, Joe	Waukesha Area Technical College
Tschillard, Clay	NECA-IBEW Apprenticeship & Training
Wagner, Mike	NECA-IBEW Apprenticeship & Training
Ziffer, Tim	Bureau of Apprenticeship Standards-- Racine

1. The meeting was called to order at 9:35 a.m. by Loyal O'Leary, Committee Co-chair, in conformity with the Wisconsin Open Meeting Law.
2. A roll call was conducted and a member sign-in sheet was circulated.
3. The committee reviewed the current roster for accuracy of contact information, soon-to-expire terms, vacancies, geographic representation, and industry representation. No updates were necessary.

4. Old Business

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

The draft minutes from the previous meeting were approved as written.

Owen reported that, at the request of the committee, he and Clay Tschillard drafted an official letter to the Dept of Safety and Professional Services asking several questions and expressing several concerns regarding the administrative procedures for obtaining an electrical apprentice license. The letter also invited DSPTS to explain its responses at the committee's 2015 fall meeting. The letter was approved by BAS Director Karen Morgan and sent under her signature. The DSPTS legislative liason contacted the DWD legislative liason and requested a meeting with Director Morgan in mid-November. The meeting will be between the two departments only; no outside parties are invited. The Bureau will inform the state committee of the results and any follow-up items via email.

At the request of the state committee, the Bureau will redesign the outreach booklet for the Construction Electrician apprenticeship programs. A focus group from the committee met and proposed several revisions, including updated contact information and two-page spread in the beginning of the book that will function as a "one-stop" for the minimum qualifications and application requirements. The Bureau is currently searching for the original electronic copy; the printed versions do not have a publication number.

The Bureau is proposing all state apprenticeship advisory committees for construction trades adopt the ACT as the assessment of choice; continue using the current assessment for applicants that do not have an ACT score; and adopt statewide minimum scores and maximum allowable timeframes for scores for both the ACT and the current assessment. However, after further discussion, the Bureau determined the recommendations do not apply to this committee or the state committee for roofing because the local joint apprenticeship committees for both trades utilize a proprietary assessment for applicants.

c. How is the administration of the electrical licensing requirements proceeding?

The discussion reiterated many points that will be included in the official letter to DSPTS.

Action: the committee requested that the Bureau research why local committees have not been receiving notifications of test attempts from the Bureau.

d. Apprenticeship Completion Award Program (ACAP)

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.

Action: The committee requested that the Bureau provide a summary of funds awarded to-date.

e. Wisconsin 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 sponsored 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 what they believe are the reasons contractors use registered apprenticeship. The committee replied overwhelmingly that the primary reason is the quality of training, and for many trades, it is a requirement. The committee thought that employers that do not use registered apprenticeship do not want to pay for related instruction, pay a progressive wage to the apprentice, or pay union dues.

Several members noted that new employers may have a misperception of registered apprenticeship as for union contractors only, and not be aware of the many programs for merit shop contractors.

f. American Apprenticeship Grants

Owen reported that the Bureau was awarded an American Apprenticeship Grant, known as "Wisconsin Apprenticeship Growth and Enhancement Strategies (WAGES)", for the maximum amount of \$5 million. The grant period is five years over which the Bureau will register 1,000 new apprentices.

The grant has two goals: expand registered apprenticeship into new areas of the economy, including information technology, health care, and advanced manufacturing; and 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.

g. Other

No additional topics were discussed.

5. New Business

a. 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 has been active in keeping its paid related instruction current, and recently requested that the Bureau write an official letter to DSPS to address questions over the application procedure for electrical licensing requirements.

The committee did not have questions or comments on its duties.

b. Technical Assistance Guide Sessions

Technical Assistance Guide sessions are mandatory for new members to local joint and non-joint apprenticeship advisory committees. The Bureau has not offered the sessions in the past few years, and will offer them this fall through December due to a sufficient amount of new members to local committees across all construction trades.

The committee asked how individuals will be notified that they must take the session. Owen answered that individuals who must take the sessions will receive an official information letter from the Bureau. He added that members that

have taken the session before and would like to take it again as a refresher are welcome to do so, but must request a seat through Director Morgan to ensure there is space.

c. New Publications from the WI Advisory Council

The Wisconsin Apprenticeship Advisory Council released two new publications: A Guide to Successful Interviewing for the Skilled Trades and Wisconsin Pre-Apprenticeship Readiness Program Guidelines. Owen distributed copies of both to all attendees.

The first was developed in response to feedback from sponsors that many applicants for apprenticeships would benefit noticeably from improving their interview and resume writing skills. The Bureau encourages stakeholders to distribute the document far and wide.

The second was developed in response to the increase of programs that claim to prepare unskilled individuals for registered apprenticeship programs. Many of these programs lack a clear partnership with a registered apprenticeship partner, and therefore may train participants to skills not identified by industry stakeholders as readily needed. Pre-apprenticeship programs can apply for certification by the Wisconsin Apprenticeship Advisory Council.

Both publications and the application for certification are available on the Advisory Council website.

Action: the committee requested that the interview guide be made available online.

d. BAS Personnel Update

Tim Ziffer is the new Apprenticeship Training Representative for the Racine-Kenosha area. He replaces Sandy Martin, who had accepted a new position with DWD Job Service. Tim comes to the Bureau from the Department of Corrections where he served as a social worker.

e. Other

Clay Tschillard mentioned that the South Central Wisconsin Workforce Development Board will co-sponsor an apprenticeship event at Madison College as part of National Apprenticeship Week.

Action: the committee requested a copy of the schedule of events for National Apprenticeship Week.

6. WTCS Update

The WTCS written update is available in full on the state committee website.

7. Review the program participants.

Program participants included 1088 apprentices and 267 employers with a contract in active or unassigned status on October 13, 2015.

8. The next meeting date is tentatively scheduled for Monday, March 18, 2016, at 9:30 a.m. at WI NECA-IBEW in Madison.

9. The committee adjourned at 11:35 a.m.

Follow-Up Items

- i. The Bureau will email the schedule for National Apprenticeship Week to the committee.*
- ii. The Bureau will put the Interview Guide online.*
- ii. The Bureau will provide a summary of ACAP awards to-date.*
- iv. The Bureau will research how it is notifying local committees of test attempts by apprentices.*

Submitted by Owen Smith, Program and Policy Analyst