

**State Industrial Mechanical & Fluid Maintenance
Apprenticeship Advisory Committee**

April 15, 2015

Wisconsin Technical College System Foundation
Wauwaukee, WI

APPROVED MINUTES

Members Present	Employer
Adamus, Larry(Co-Chair)	Domtar-Rothschild
Butera, Alesia	Weldall Manufacturing, Inc.
DaRonco, Lee	Joy Global
Laabs, Art	ATI-Ladish
Lischka, Ken	John Deere Horicon
Minch, Ron	New Page / Wisconsin Rapids
Mortenson, Brandon (Co-Chair)	Harley-Davidson
Mullarkey, Pat	3M
Steckl, James	Quad Graphics – West Allis
Verkuilen, Ron	Thilmany

Members Absent	Employer
Grenfell, Todd	Fourinox
Harry, Bob	GKN Sinter Metals
McGlynn, Kevin M.	Caterpillar

Consultants and Guests	Employer
Berthal, Jamie	DWD Youth Apprenticeship
Johnson, Joshua	Bureau of Apprenticeship Standards
Kiel, Todd	Northeast Wisconsin Technical College
Nakkoul, Nancy	Wisconsin Technical College System
Phillips, Amy	DWD Youth Apprenticeship
Pusch, Liz	Bureau of Apprenticeship Standards
Schetter, Shiela	Lakeshore Technical College
Smith, Owen	Bureau of Apprenticeship Standards

Vine, Charles	ADI Ladish
Zenisek, Hal	Worldwide Instructional Design Systems
Zillmer, Ron	Midstate Technical College

1. The meeting was called to order at 09:30 am by Larry Adamus, Committee Co-Chair, in conformity with the Wisconsin Opening Meeting Law.
2. Roll call was taken, and a sign-up sheet was circulated to record those in attendance.
3. The minutes of the previous meeting were approved as written.

Owen Smith explained that he will now post all meeting materials online rather than attach them to meeting notifications and mail them to members. He will bring a limited number of all materials to the meeting. He asked how posting materials online works for the members; the committee agreed that it works well.

Owen asked members if they were able to locate the draft minutes from the previous meeting online. Several members replied that it was difficult to locate the minutes. Owen explained that he files the draft minutes by the date of the original meeting, not the date of the meeting at which they are approved.

4. Old Business

a. Follow-up Items from previous meeting

i. Review the roster.

Owen distributed copies of the current roster. He asked members to review the accuracy of their contact information. Members provided several updates.

Owen discussed the current vacancies on the roster. The committee membership should reflect all trades sponsored by the committee, all types of contractors that sponsor the trades, and all regions of the state. Former member Leo Reisinger will be replaced by Ken Lischka, who served previously on the committee.

Members advised that the current vacancies could be filled by Greenheck Corporation, PCA Tomahawk, or a food manufacturer, such as McCain, Sargento's, Johnsonville, or Breakbush.

ii. Revise the term structures for state Exhibit A's.

Owen reported that the Bureau implemented the new term structures that the committee approved at its 2014 fall meeting.

iii. Revise the Industrial Pipefitter program.

Owen reviewed that the Bureau suggested that the state committee approve reviewing the program because, after many years in effect, the number of new sponsors increased. Therefore, the Bureau implemented a review of the entire program to ensure it is current.

The first phase was an occupational analysis, which was conducted by Hal Zenisek of Worldwide Instructional Design System. Hal used the results to develop a curriculum summary model for all technical colleges to follow. Hal reviewed the final draft with the committee.

Action: *the committee approved a motion to approve the curriculum summary model.*

The next phase will be a review of the on-the-job learning documents by the Bureau.

iv. Correct error in Industrial Manufacturing Technician job book.

Owen reported that several stakeholders informed the Bureau that the IMT job book references an incorrect safety regulation. He corrected the master copy, and it will be printed once the current supply expires.

v. Adopt a statewide Lubrication Technician program.

Owen reported that the Bureau will convene a focus group this summer to recommend the program components. The recommendations will be brought to the full committee for review at the fall meeting.

b. Apprenticeship Completion Award Program (ACAP)

Owen introduced ACAP, the WI Apprenticeship Summit and the American Apprenticeship Grants as three examples of current unprecedented regional and national support for registered apprenticeship. He noted that ACAP is an excellent example of state support for apprenticeship, because the program was conceived by the state legislature and passed into law by Governor Walker.

Owen briefly reviewed the program. He noted that ACAP reimburses apprentices, sponsors, and employers for tuition, books, and required materials for paid related instruction; an apprentice is eligible when he or she completes either the one-year calendar year of the contract start date or the entire apprenticeship program; and the reimbursement(s) are awarded to the party or parties that incurred the costs.

The report shows that the cost of related instruction is more expensive than previously thought. ACAP reimburses either \$250 or 25% of total costs up to \$1,000, so many apprentices submitted all of their paid related instruction costs for reimbursement. Consequently, the Bureau denied all requests for funds beyond the maximum reimbursement. As a result, the total for funds denied is much higher than the total for funds approved.

Owen noted that the program is included in the Governor's proposed budget, but it is not known whether it will pass, be modified, or be denied.

A general discussion followed on members' experiences with ACAP. Members expressed support for the program and its objective of lessening the financial cost for apprentices, but many members were unaware of whether apprentice in their company had applied and received reimbursements.

c. Wisconsin Apprenticeship Summit

Continuing on the theme of unprecedented support for registered apprenticeship at the state level, Owen discussed the 2015 WI Apprenticeship Summit. He distributed a one-page summary of the participants and the resulting action plan.

Owen explained the background of the Summit. Amidst the unprecedented shortage of skilled workers and growing interest in registered apprenticeship among new economic sectors, new occupations, and from German companies within America, the Bureau wanted to ensure that potential changes to registered apprenticeship were steered by the Bureau, the Advisory Council, and sponsors rather than parties largely unfamiliar with apprenticeship.

Therefore, the Summit overarching design of the Summit was to have "thought leaders," sponsors and supporters of registered apprenticeship in Wisconsin listen to the latest research on apprenticeship and workforce development issues, and then discuss what improvements could be made to registered apprenticeship in Wisconsin.

The handout, Owen noted, conveys two significant outcomes of the Summit. First, the front page includes the impressive, comprehensive list of participants of participants at the meeting: all economic sectors, all labor affiliations, all educational partners, as well as the U.S. Dept. of Labor were represented. In addition, DWD Secretary Newson, DPI Superintendent Tony Evers attended most of the three days, which was a substantial commitment.

Second, the back page lists the comprehensive, proposed action plan of five categories with five items each. Owen noted the scope of action items, which ranges from new, innovative improvements, such as developing employer consortiums to conduct outreach, to enhanced delivery of existing products, such as more promoting Transition to Trainer to journey workers for heavily.

A general discussion followed on the action plan. The committee was impressed by the list of participants and support for the Summit, as well as the list of action items. One member suggested that the Bureau conduct focus groups with K-12 students and staff to learn the most effective means of interesting them in registered apprenticeship.

d. American Apprenticeship Grants

A significant tool that the Bureau could use to implement the Summit Action Plan is the American Apprenticeship Grant, Owen continued. The grants are the prime example of national support for registered apprenticeship.

Owen noted that President Obama's administration released \$150 million to the U.S. Department of Labor to release in the form of competitive grants with a maximum award of \$5 million. The focus areas of the grant are launching apprenticeship models in new high-growth fields; aligning apprenticeship to pathways for further learning and career advancement; and scaling apprenticeship models that work.

The Bureau's application is title WAGE\$, which stands for the Wisconsin Apprenticeship Growth and Enhancement Strategies. WAGE\$ focuses on bridging youth apprenticeship and registered apprenticeship, as well as expand readiness training for the underemployed and unemployed. The second focus is to expand apprenticeship into information technology and health care.

A general discussion followed on the grant deadline and objectives. Consultants inquired into the timeline for the grant awards. Owen replied that the Department of Labor said three months, but the Bureau is projecting longer. Owen asked the committee how it thought the objectives might relate to its trade, given that a large focus is to expand pipelines into apprenticeship. Members

agreed with promoting registered apprenticeship in the K-12 system in order to make students more aware of careers in the skilled trades. In addition, it would help increase the general work-readiness of 18-22 year olds.

e. Wisconsin Career Pathway Advisory Subcommittees

Throughout the efforts to bridge youth apprenticeship and registered apprenticeship, the primary advisory body to the Bureau will be the Wisconsin Career Pathway Advisory Subcommittee. It consists of employers who sponsor one or both programs. The subcommittee is currently focusing on linking manufacturing occupations between both programs, so the subcommittee consists of manufacturing sponsors. When the group switches focus to construction occupations, the current members will be replaced by construction sponsors.

The current focus of the subcommittee is comparing (i.e. "crosswalking") the competencies in the youth apprenticeship manufacturing program to the competencies in several manufacturing registered apprenticeship programs, such as the Industrial Maintenance Technician, Machinist, and Maintenance Technician.

Youth Apprenticeship staff Amy Phillips and Jamie Bernthal presented the initial crosswalk of the youth apprenticeship and IMT registered apprenticeship programs. They began with a brief overview of the purpose and structure of youth apprenticeship, and then explained the layout of their initial draft.

A general discussion followed on linking the programs and the preliminary results. Many members commented on the lack of career and technical education within high schools and invaluable nature of providing work-based learning programs. The committee commented that the preliminary results seemed to indicate that many competencies overlap between the two programs. However, the committee preferred that a subcommittee review the crosswalk more thoroughly before the full committee endorsed a recommendation for credit for YA graduates.

***Action:** the committee approved a motion to form a focus group to review the crosswalk and propose a credit recommendation for graduates of the YA manufacturing program who register as an IMT apprentice. Brandon Mortenson, Alesia Butera, and Ron Verkuilen volunteered.*

The discussion closed with an anecdote from Ron Zillmer. He shared that Mid-State Technical College is working with the high schools to conduct a "heavy metal bus tour," which provides tours of the college lab spaces and local businesses to high school students. It is part of a collaborative effort between high schools and registered apprenticeship stakeholders to expose high school students to careers in the skilled trades.

f. Other

No additional topics were discussed.

5. New Business

a. BAS personnel updates

Owen reported that the Bureau hired two new apprenticeship training representatives: Tracy Jallah will serve the Madison area; and Joshua Johnson will serve the Waukesha area.

b. Other

No additional topics were discussed.

6. WTCS Update

Nancy Nakkoul reported that 100 apprentices received a \$1,000 scholarship from the Great Lakes Higher Education scholarship fund, a significant increase over the 20 recipients in the pilot program. Ten of the 100 recipients were either maintenance mechanics or millwrights.

Financial aid rules have been re-examined and expanded to apply to registered apprenticeship. Although many apprentices do not earn enough credits to qualify, some apprentices in longer programs may earn sufficient credit to qualify for financial aid. The issue is pertinent to local districts, so they will conduct educational and outreach efforts to potential apprentices rather than have the Bureau provide technical assistance.

Curriculum summaries for registered apprenticeship paid related instruction are available online through the WTCS website. Summaries for the Industrial Manufacturing Technician and Welder-Fabricator programs were added recently.

The WTCS is a post-secondary education partner with a grant for women in apprenticeship in non-traditional occupations, led by the Chicago Women in the Trades.

7. Review the program participants.

Program participants included 498 apprentices and 161 sponsors with a contract in active or unassigned status on April 6, 2015, a slight decrease from 2014.

Of the 498 apprentices, 16 were minority and 10 were female. This data prompted members to ask how the Bureau enforces the recruitment of women and minorities. Owen replied that apprenticeship sponsors are legally obligated to conduct affirmative action and equal employment opportunity recruitment efforts. Apprenticeship Training Representatives review sponsors' efforts as part of regular compliance reviews. Consultants from technical colleges added that individual colleges also hold outreach events targeted at middle and senior high school students. However, the success of those efforts is difficult to measure, because the objective of many efforts is to motivate the student to take various courses to prepare them to be qualified for an occupation in the skilled trades.

Last, enrollment in paid related instruction for the Millwright apprenticeship has increased. Lakeshore Technical College and Northcentral Technical College have added sections.

8. The next meeting will be held on Wednesday, September 9, 2015, at 10:00 a.m. The location will be determined in the summer.
9. Members, consultants, and guests welcomed Ron Herman for his years of service on the state committee. The meeting adjourned at 1:30 p.m.

Follow-up Items

- i. The YA staff and several members will review the YA-IMT crosswalk and recommend credit.
- ii. BAS will convene a focus group to discuss a statewide Lubrication Technician program.
- iii. BAS will convene a focus group to review the Exhibit A for the Industrial Pipefitter program.

Submitted by Owen Smith, Program and Policy Analyst