

Department of Workforce Development
Employment and Training Division
Bureau of Apprenticeship Standards
201 E. Washington Ave., Room E100
P.O. Box 7972
Madison, WI 53707-7972
Telephone: (608) 266-3332
Fax: (608) 266-0766
Email: DWDEET@dwd.wisconsin.gov



Scott Walker, Governor
Reginald J. Newson, Secretary
Scott Jansen, Division Administrator

September 18, 2015

TO: State Sheet Metal Apprenticeship Advisory Committee Members & Consultants

FROM: Owen Smith, Bureau of Apprenticeship Standards
(608) 266-2491; Owen.Smith@dwd.wisconsin.gov

SUBJECT: State Sheet Metal Apprenticeship Advisory Committee meeting

DATE: Thursday, October 1, 2015

TIME: 09:30 AM

Place: Sheet Metal Workers Local 18
2201 Springdale Rd
Waukesha, WI

TENTATIVE AGENDA

1. Call to the meeting to order.
2. Distribute the sign-in sheet. Introduce attendees.
3. Review the roster.
4. **Old Business**
 - a. Review follow-up items from the previous meeting:
 - i. **For action:** approve the minutes.
 - ii. **For action:** approve revisions to the state Exhibit A
 - iii. Standards for industrial sheet metal contractors
 - iv. Proposed revisions to applicant testing procedures
 - v. Guest presentation by DWD Youth Apprenticeship staff
 - b. How are the local committees' merger and the new training centers progressing?
 - c. Apprenticeship Completion Award Program
 - d. WAGE\$
 - e. WI Apprenticeship Summit
 - f. Other
5. **New Business**
 - a. New publications are available from the WI Advisory Council:
 - i. *Guide to Successful Interviewing for the Skilled Trades*
 - ii. *WI Pre-Apprenticeship Program Guidelines*
 - b. Review and discuss the duties of the state committee.

5. **New Business, continued**
 - c. Technical Assistance Guide sessions
 - d. BAS personnel update
 - e. Other
6. WTCS Update
7. Review the program participants.
8. Schedule the next meeting.
9. Adjourn.