

October 20, 2021

TO: State Wastewater Treatment Plant Operator Apprenticeship Advisory Committee

FROM: Owen Smith, Bureau of Apprenticeship Standards; [owen.smith@dwd.wisconsin.gov](mailto:owen.smith@dwd.wisconsin.gov)

SUBJECT: State Wastewater Treatment Plant Operator Apprenticeship Advisory Committee Meeting

DATE: Thursday, October 21, 2021

TIME: 10:00 AM

ACCESS: [Join the virtual meeting.](#)  
Audio only: 608-571-2209  
Audio code: 770 087 20#

#### **TENTATIVE AGENDA**

1. Call the meeting to order.
2. Distribute the sign-in sheet.
3. Review the current roster.
4. **Action Items**
  - a. Approve the draft minutes
  - b. Revise the statewide Exhibit A
  - c. Postpone state committee until participation increases?
5. **Discussion Items**
  - a. BAS leadership and personnel changes
  - b. DNR update
  - c. Other
6. WTCS Update
7. Review the program participants.
8. Schedule the next meeting.
9. Adjourn.



**Draft Minutes of the**  
**Wastewater Treatment Plant Operator**  
State Apprenticeship Advisory Committee

**April 21, 2020**  
Webinar

<b>Members Present</b>	<b>Employer / Organization</b>
Bartel, Bruce	New Water
Dierker, Marty	M&M Environmental Services
Lutz, Lyle	Village of Plover
Wilson, Paul	Walworth County
Zimmer, Kelly	MSA Professional Services
<b>Members Absent</b>	<b>Employer / Organization</b>
<b>Consultants &amp; Guests</b>	<b>Employer / Organization</b>
<u>Garber, Amy</u>	<u>Department of Natural Resources</u>
Horvath, Steve	Moraine Park Technical College
Johnson, Terri	Worldwide Instructional Design System
Nakkoul, Nancy	Wisconsin Technical College System
Polk, David	Milwaukee Area Technical College
Schmitt, Matt	NewWater
Smith, Owen	Bureau of Apprenticeship Standards

- The meeting was called to order at 10:03 a.m. by Mary Dierker, Committee Co-Chair, in conformance with the Wisconsin Open Meeting Law.
- Mr. Owen Smith, webinar host, recorded attendance. A quorum was present.
- The committee reviewed the current roster. The committee advised Mr. Smith to switch Mr. Wilson's and Mr. Dierker's sides on the roster and to update Kelly's last name.
- DNR Update**  
Ms. Garbe reported that the DNR is working with their information management staff to compile a list of treatment plants for further outreach.

## **5. Action Items**

### **a. Approve the draft minutes**

The minutes were approved as written.

### **b. Identify outreach efforts for 2021**

The state committee advised the Bureau to outreach to military bases and correctional facilities.

### **c. Review the related instruction, i.e. five-year cyclical review.**

Ms. Johnson reported that WIDS and WTCS will review the wastewater related instruction to ensure the content is current, aligned to the extent possible with certified pre-apprenticeship, youth apprenticeship, technical diplomas, and associate degrees, and delivered in a format helpful to sponsors and apprentices. The review is standard operating procedure, but WIDS, WTCS, and BAS implemented a review of all related instruction in phases.

She reported that the review began by surveying the instructors, who reported no revisions or new content is needed. She asked the committee for its input.

Mr. Horvath expressed strong interest in aligning the registered apprenticeship with the associate's degree because the courses overlap well. He is not sure whether apprentices would need to take all associate degree courses because the courses include general education courses.

The state committee asked whether Northeast Wisconsin Technical College was included in the survey because some treatment plants hire their graduates. Ms. Nakkoul answered that the school was invited to participate in the survey and will be invited to participate in the alignment because the school offers the associate's degree.

### **d. Revise the statewide Exhibit A**

Mr. Smith reviewed that the state committee wanted to revise its Exhibit A to make the program more accessible to more facilities. He reviewed that the committee recommended developing a separate, on-year program for Collection Systems Operator, which was tabled until the pending code revisions begin.

Mr. Smith added that the revision of the Exhibit A has been tabled due to the lack of enrollment in the program and other duties of the Bureau.

**Action:** The State committee approved a motion to support alignment of the associate's degree with the related instruction and Exhibit A.

## **6. Discussion Items**

### **a. Implementing Transition to Trainer and Teaching Transition to Trainer**

Ms. Nakkoul reviewed the website for Transition to Trainer, the instructor guidance, and the calendar of upcoming courses for instructors. The technical college consultants reported their staff will take the required refresher this year.

### **b. Other discussion items**

Ms. Smith skipped the remaining discussion items on the agenda because they pertain to programs with active participants.

### **c. Other**

Attendees did not have additional topics.

## **7. WTCS Update**

Ms. Nancy Nakkoul shared the latest version of the WTCS Apprenticeship Completer Report. She noted that it now includes occupations in new sectors, such Information Technology and Health Care, and will include more new occupations in the future. The data is low due to the low number of participants, but that will increase with future cohorts.

Attendees did not have questions or comments.

8. The Bureau will schedule the next meeting via electronic survey.
9. The meeting adjourned at 11:15 a.m.

*Submitted by Owen Smith, Program and Policy Analyst,  
Bureau of Apprenticeship Standards*





## WTCS System-Wide Activity Update September 2021

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### WTCS Apprenticeship Enrollment Trend

WTCS enrollments across all apprenticeship programs decreased from 7923 to 7630 unduplicated, and 8053 to 7720 duplicated, students by the end of 2020-2021 academic year. That is a 3.7% and 4.1% decrease, respectively, in one year.

### Ascendium Education Group Tools of the Trade Scholarships Increased Again in 2021

For the 2021-22 academic year, Ascendium Education Group has committed to awarding an additional 75 scholarships to industrial and construction sector apprentices who receive their related instruction through a WTCS college. A total of 325 awards of \$1500 apiece will be granted statewide in March 2022, with the scholarship application period open from late August until late November 2021.

### New MyWTCS Website: <https://mywtcs.wtcsystem.edu/>

MyWTCS is an intranet site for the Wisconsin Technical College System and stakeholders. Launched in February 2021, the re-designed site includes a new look and improved functionality and features, including an [expanded apprenticeship resources section](#). WTCS systemwide publications, including the annual Apprenticeship Completion Report, can be found on the [Wistechcolleges](#) sister-site, under [publications](#).

### [Preparing to Teach Transition to Trainer \(PT2TT2T\)](#)

MyWTCS also hosts information, administrative guidance, and upcoming PT2TT2T course offerings for instructors of the BAS-mandated apprentice Transition to Trainer course. As of January 2021, current instructors of Transition to Trainer must complete the 3-hour abridged Preparing to Teach Transition to Trainer course by the end of 2021.

### New Proactive Approach to Revisions of Apprenticeship Related Instruction offered through the WTCS

Starting in 2021, the WTCS and BAS adopted a 5-year cycle revision framework for all systemwide apprenticeship curriculum where related instruction is offered at more than one WTCS college. Approximately sixty systemwide apprenticeship programs have a documented curriculum standard model that will form the foundation for review of program and course outcomes and competencies. Apprenticeship faculty, industry sponsors and State Apprenticeship Trade Advisory Committees will be engaged in the review process. This proactive approach will ensure that learning remains current with industry needs and technological advancements. Program assignment within the 5-year cycle will remain fluid.

Curriculum Review Completed 2020-21	Curriculum Slated for Review 2021-22
<ul style="list-style-type: none"><li>• Carpentry (All)</li><li>• Wastewater Treatment</li><li>• Electrical (All)</li><li>• Industrial Manufacturing Technician</li><li>• IT-Service Desk</li></ul>	<ul style="list-style-type: none"><li>• HVAC (ABC)</li><li>• Mechatronics</li><li>• Barber/Cosmetology</li><li>• Bricklaying/Masonry</li><li>• Industrial Electrical, Maintenance Technician, and E&amp;I Technician</li></ul>

<ul style="list-style-type: none"> <li>• IT-Software Developer</li> </ul>	<ul style="list-style-type: none"> <li>• Arborist</li> <li>• Electric Line, Metering Technician, and Substation Electrician</li> </ul>
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#### **Active WTCS-BAS Apprenticeship Programs, By Sector, Occupation, and College as of August 2021**

The master [color-coded chart](#) of all apprenticeship programs with active related instruction offered through the WTCS colleges can be found on the MyWTCS website. “Active” is defined as approved programs with enrollments in the past two years.