

Approved Minutes of the
**Industrial Mechanical & Fluid Maintenance
State Apprenticeship Advisory Committee**

May 8, 2019

Northeast Wisconsin Technical College
Green Bay, WI

| Members Present | Employer |
|-------------------------------|---------------------------------------|
| Arndt, Adam | Mercury Marine |
| Green, Carl | Expera Specialty Solutions LLC |
| Lezendorf, Bryan | 3M |
| Steckl, James | Quad Graphics – West Allis |
| Members Absent | Employer |
| Adamus, Larry (Co-Chair) | Domtar-Rothschild |
| Lischka, Ken | John Deere Horicon |
| Mortenson, Brandon (Co-Chair) | Harley-Davidson |
| Redeker, Charles | Joy Global |
| Consultants and Guests | Employer |
| Beyersdorf, Loren | North Central Technical College |
| Cannestra, Tony | GE Healthcare |
| Ceagleske, Steve | Neenah Foundry |
| Haka, Stephanie | Bureau of Apprenticeship Standards |
| Johnson, Josh | Bureau of Apprenticeship Standards |
| Kasper, Andrew | Bureau of Apprenticeship Standards |
| Mayek, Mandy | Mid-State Technical College |
| Nakkoul, Nancy | WI College Technical College System |
| Radomski, Matthew | GE Healthcare |
| Stahklecker, Ben | Bureau of Apprenticeship Standards |
| Straub, Steve | Fox Valley Technical College |
| Kiel, Todd | Northeast Wisconsin Technical College |
| Smith, Owen | Bureau of Apprenticeship Standards |

1. The meeting was called to order at 10:00 am by Owen Smith, 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 committee reviewed the roster. A quorum was not present. The committee welcomed the newest Employer Member, Adam Arndt.

4. Old Business

a. Follow-up Items from previous meeting

The committee approved the minutes as revised: replace Machinist with Millwright on page 2.

b. Implementing revisions to CFR 29.30 (AA/EEO requirements)

Josh Johnson reported that the Bureau projects the revisions will be fully implemented by January 2020. Some minor revisions have been implemented under an emergency administrative rule; he final version are being finalized by the state legislature and the Governor's Office.

Josh clarified that the minor revisions that have been implemented, such as the non-discrimination pledge, will not have a substantial state or local effect because sponsors already have the same or very similar policies in place. Minor revisions will continue to be implemented through the year.

The Bureau will have further guidance on specific changes and their effects at the fall meeting.

Attendees did not have questions or comments.

c. Federal grants to expand "registered apprenticeship"

Josh reported that the Bureau is proceeding very well on its three federal grants: the WAGE\$ grant, the state expansion grant, and the state accelerator grant.

The WAGE\$ grant is nearing completion. It has successfully met nearly all its targets. For example, it helped increase the enrollment of minority apprentices by 10%, which is very good, and developed new apprenticeships in information technology, healthcare, and advanced manufacturing. Information technology may be a very successful endeavor because its occupations work across all other sectors. The Bureau will soon conduct IT outreach efforts.

Two targets have proved difficult to meet: enrolling apprentices in the first apprenticeships in new industries and enrolling female apprentices. The first apprenticeship in an industry commonly grows slowly because employers are unfamiliar with apprenticeship or need more time to adapt their administrative operations. Recruiting women apprentices has proven historically challenging.

The committee asked what "cancelled" met on the graph of performance metrics. Josh explained "cancelled" refers to apprenticeship contracts that were cancelled and are no longer enrolled. He noted that "cancelled" includes all reasons a contract may be cancelled.

d. 27th Biennial Apprenticeship Conference Follow-Up

Josh reported that the 27th Biennial Apprenticeship Conference was an overall success: it drew 375 attendees; included 30 workshops; and received positive feedback on the variety of topics and

workshops, especially on career pathway programs such as youth apprenticeship and pre-apprenticeship. Many attendees reported, though, that they did not like the venue. The Bureau is planning the 28th Biennial Conference for early 2021. The location and venue are pending.

The committee asked if 375 attendees was a successful participation count. Josh replied, yes. He added that peak attendance may have been higher if the Bureau had planned the event further in advance. Therefore, the Bureau is already planning the next conference, and will notify stakeholders much further in advance.

e. Updates to www.WisconsinApprenticeship.org

Josh reviewed many historic updates the Bureau made to its webpage. Foremost, for the first time in its history, the Bureau website features sponsors. The update was made at the request of sponsors to help recruit qualified applicants. Prior to this, sponsors preferred not to be featured so they would not receive public inquiries outside of their hiring windows.

Additional updates include the following: three quick search functions on the homepage—by key word, by occupation, and by industry; three distinct navigation boxes based on user group—career seeker, employer, and current apprentices and sponsors; and apprenticeship-specific webpages that display training information via graphics, employment projections, and salaries via icons.

Action: *the committee requested that the apprenticeship-specific webpages include the Exhibit A and related instruction. The Bureau will consider the request.*

h. Other

Attendees did not have additional topics.

5. New Business

a. Registered Apprenticeships with the Department of Corrections

Josh explained that the Bureau is enhancing registered apprenticeship opportunities within the state's correctional system after an inspiring tour of Ohio's apprenticeship program within correctional facilities. Wisconsin has 42 apprentices in correctional facilities; Ohio has 2,400.

Josh introduced Liz Pusch, a former Apprenticeship Training Representative, is the Bureau's Policy Analyst in charge of developing programs with Wisconsin's Department of Corrections (DOC).

Liz summarized several key facts about registered apprenticeships within correctional facilities. First, 90% of offenders are released, so the correctional population is a large talent pool worth training. Second, registered apprenticeships are selective opportunities; facilities select individuals based on aptitude, interest, and offense. Third, most programs are offered in minimum security facilities; up to 60% of the training is provided internally, the rest is completed upon release.

Last, this initiative expands the registered training that DOC has been providing many years. DOC has offered apprenticeships in correctional officers, carpentry, horticultural, and culinary arts; it added machining, masonry, and welding; and is expanding further into building maintenance and construction and considering pre-apprenticeships. Much of the training is provided through the Wisconsin Technical College System. Some programs provide the instruction apprentices receive.

Many companies currently employ offenders on work release. Since the training itself is already being delivered, the Bureau's role is to ensure it results in a valuable credential.

The committee had the following questions and comments:

- *Can trainees participate in work release?*
Yes, trainees in minimum security facilities can participate in work release.
- *How do correctional facilities provide partial related instruction when the state statutes require a minimum of 144 hours for one-year registered apprenticeships?*
The training is permitted under rules and policies unique to the Department of Correction.
- It would help if trainees completed some related instruction in the facility but not all of it. Related instruction needs to be learned in conjunction with on-the-job learning.
- Tacheeda Correctional Facility now provides welding and fabricating training via a mobile trailer, including related instruction. The training results in an interim credential.

b. 2019 National Apprenticeship Week

Josh announced that 2019 National Apprenticeship Week will be held November 10-16. November 11 will be Veterans Day, so the Bureau is planning an event to recognize veterans in apprenticeship. Overall, the Bureau is planning and outreaching the event six months in advance.

Attendees did not have questions or comments.

c. BAS personnel changes

Josh reported the following changes:

- Deb Schanke, Madison Apprenticeship Training Representative (ATR), retired.
- Mary Harrington, federal ATR, retired.
- Mary Pierce, policy analyst, retired.
- Long Vang was hired as the new ATR for Eau Claire.
- Dominique Robinson, former ATR for Racine, is a policy analyst in the Madison office.
- Andrew Kasper is a new policy analyst in the Madison office; he replaced Matthew White.

Attendees did not have questions or comments.

c. Other

Attendees did not have additional topics.

6. WTCS Update

Nancy Nakkoul reviewed items from the written report and the latest edition of the WTCS Apprenticeship Completer Report. She noted hourly wages and annual salaries reported by completers of manufacturing registered apprenticeships.

A committee member thanked Nancy for the workshop on transitioning from registered apprenticeships to the Journeyworker's Associate Degree that the WTCS presented at the Biennial Conference. The committee agreed that incentive of applying experience as a registered apprenticeship towards an associate's degree is excellent for recruiting and retaining workers.

Nancy thanked the committee for the positive feedback. She noted that the number of apprenticeship graduates that have earned the degree has increase, which has led to increased conversations among colleges about how to integrate registered apprenticeship into degree programs and how to transfer credits for prior learning between colleges.

7. **Review the program participants.**

Program participants included 207 sponsors and 628 apprentices with contracts active or unassigned as of April 15, 2019.

8. **Schedule the next meeting.**

The state committee tentatively scheduled its next meeting for held Wednesday, October 16, 2019, 10:00 a.m., at Waukesha County Technical College.

9. The meeting adjourned at noon.

Submitted by Owen Smith, Program and Policy Analyst

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Tony Evers, Governor
Caleb Frostman, Secretary
Chytania Brown, Division Administrator

April 24, 2019

TO: State Industrial Mechanical & Fluid Maintenance Apprenticeship Advisory Committee
Members & Consultants

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

SUBJECT: State Industrial Mechanical & Fluid Maintenance Apprenticeship Advisory Committee Meeting

DATE: Wednesday, May 8, 2019

TIME: 10:00 a.m.

PLACE: Northeast Wisconsin Technical College, Room ET-105
2740 West Mason Street
Green Bay, WI 54307-9042

TENTATIVE AGENDA

1. Call the meeting to order.
2. Introduce attendees.
3. Review the current roster.
4. **Old Business**
 - a. Review follow-up items from previous meeting:
 - i. **For action:** approve the minutes
 - b. Implementing revisions to CFR 29.30 (AA/EEO requirements)
 - c. Federal grants to expand "registered apprenticeship"
 - d. 27th Biennial Apprenticeship Conference Follow--Up
 - e. Updates to www.WisconsinApprenticeship.org
 - f. Department of Corrections registered apprenticeships
 - g. Other
5. **New Business**
 - a. 2019 National Apprenticeship Week
 - b. BAS personnel changes
 - c. Other
6. WTCS update
7. Review the program participants.
8. Schedule the next meeting.
9. Adjourn.

DWD 296: Sponsor Obligations

All sponsors

Do not discriminate based on race, color, religion, sex, national origin, disability, age (over 40), sexual orientation or genetic information

Designate an individual to oversee equal opportunity functions, maintain records, and submit reports to the Department

Perform universal apprentice outreach and recruitment, maintain a list of recruitment outlets, and provide those outlets 30-day advance notice of apprenticeship postings

Publish, post and disseminate an equal opportunity pledge, policy and complaint instructions

Ensure apprenticeship activities and facilities are free from discrimination and establish an internal process for reviewing harassment and intimidation complaints—disseminated in writing

Hold information sessions to conduct anti-harassment training, introduce apprentices program staff to equal opportunity policy, and instruct them how to file a discrimination complaint with the Department

Keep records of apprentice demographics, selection, assignment, layoff, accommodation requests, etc., for at least five years

Select apprentices through any non-discriminatory methods, so long as they are outlined in the sponsor's written standards and applied uniformly. Selection methods must also comply with the Uniform Guidelines on Employee Selection Procedures (UGESP) and not violate the Americans with Disabilities Act (ADA)

Five or more Apprentices

Maintain a written affirmative action program which includes:

1. utilization analysis to compare race, sex and ethnicity of apprentices to recruitment area
2. establishment of utilization goals for race, sex and ethnicity, if appropriate
3. establishment of utilization analyses and goals for individuals with disabilities
4. targeted outreach, recruitment and retention activities, if necessary, to meet utilization goals
5. Perform annual review of personnel processes for potential discrimination

Invite applicants and apprentices to confidentially disclose a disability, at two times during hiring process and annually

DWD 296: Implementation Timeline 2019

| | |
|---------------------|---|
| January 18 | Emergency rule enacted |
| January 22 | Economic impact analysis period ended. Rule draft filed with Legislative Rules Clearinghouse. Public Comment begins. |
| February 20 | Public hearing for DWD 296 and 295 |
| March 15 | Submit to Governor's Office for approval |
| April 1 | Rule filed with Senate and Assembly |
| April 15 | Legislature refers rule to appropriate assembly and senate committees |
| May 15 | Review period ends for senate and assembly committees |
| May 20 | Rule referred to Joint Committee for Review of Administrative Rules (JCRAR) |
| June 18 | JCRAR completes review of rule |
| June | First phase of sponsor requirements |
| July/August | Publication date of permanent rule DWD 296 and 295 |
| January 2020 | Second phase of sponsor requirements |

DWD 296: Recurring Obligations

| <u>Annually</u> | <u>At Compliance Review</u> | <u>As Needed</u> |
|---|--|--|
| <p>Update list of recruitment sources</p> <p>Review of personnel processes for selection criteria, wages, assignments, discipline, etc.</p> <p>Notice to apprentices they may update disability self-identification</p> | <p>Update written affirmative action plan</p> <p>Conduct workforce analysis for disability</p> <p>Undertake targeted outreach and action-oriented programs, if necessary</p> <p>Conduct workforce analysis for race, sex and ethnicity</p> <p>Conduct utilization analysis for race, sex and ethnicity</p> <p>Establish utilization goals for race, sex and ethnicity and conduct targeted outreach and action-oriented programs, if necessary</p> | <p>Conduct anti-harassment training and share EEO policy at orientation and periodically</p> <p>Invite prospective and new apprentices to self-identify disability status:</p> <ol style="list-style-type: none"> 1. During apprenticeship application process 2. After acceptance into program, but before start date |

WAGE\$ Apprentices Spring Committee Update March 2019

The Wisconsin Apprenticeship Growth and Expansion Strategies (WAGE\$) grant is a 5-year, \$5 million grant from the US Department of Labor. The purpose is to expand Registered Apprenticeship in Advanced Manufacturing and develop new programs in Information Technology and Health Care. The grant started October 1, 2015, and will conclude September 30, 2020.

WAGE\$ Apprentices by Trade

Current Count

Entered Active Status 10/1/15 - 3/13/19 from data pull 3/14/19

This report includes apprentice contract records which, during the selected report period, match the following criteria: CONTRACT TRADE=Industrial Manufacturing Technician;Maintenance Technician;Mechatronics Technician;Welder - Fabricator;Welder / Automated Welding;Software Developer;IT Service Desk Technician;Data Analyst;Medical Assistant,

| | | Current Count | Female | Minority & Race / Ethnicity* |
|---|--|---------------|----------|------------------------------|
| All WAGE\$ Occupations | | 427 | 16 (4%) | 60 (14%) |
| | | | | |
| | | Current Count | Female | Minority & Race / Ethnicity* |
| Industrial Manufacturing Technician 18 Completed 19 Cancelled (18%) | | 106 | 10 (9%) | 32 (30%) |
| IT Service Desk Technician | | 2 | 0 (0%) | 0 (0%) |
| Maintenance Technician 9 Completed 35 Cancelled (15%) | | 231 | 3 (1%) | 22 (10%) |
| Mechatronics Technician 12 Cancelled (19%) | | 63 | 1 (2%) | 5 (8%) |
| Software Developer | | 2 | 2 (100%) | 0 (0%) |
| Welder / Automated Welding & Fabricator 2 Completed 4 Cancelled (34%) | | 23 | 0 (0%) | 1 (5%) |

All ACAP Reimbursement Requests Processed (Time Period) - Summary

Apprenticeship Completion Award Program (ACAP)

Bureau of Apprenticeship Standards

Division of Employment and Training

4/1/19 02:19 PM

Filters Applied: Determination Date between 7/1/18 and 4/1/19, Fiscal Year(s)= FY19

| Type | Fiscal Year | # of RRs | \$Approved | \$Denied |
|--------------------------|-------------|------------|---------------------|-----------------------|
| Year One | 19 | | \$110,520.09 | \$558,356.80 |
| Year One Totals | | 528 | \$110,520.09 | \$558,356.80 |
| Completion | 19 | | \$199,208.76 | \$1,148,242.04 |
| Completion Totals | | 441 | \$199,208.76 | \$1,148,242.04 |
| Report Totals | | 969 | \$309,728.85 | \$1,706,598.84 |



WTCS System-Wide Activity Update March 2019

Wisconsin Fast Forward Awards \$250,000 to the WTCS to Support Apprenticeship Instruction

In recognition of the rapid expansion of apprenticeship programs in Wisconsin, the WTCS will administer Wisconsin Fast Forward grant funds as sub-grants to WTCS Colleges to supplement instructional costs where need has outpaced projected growth. Funds will be available from January 2019-December 2020.

WTCS-BAS 2019 Apprenticeship Completion Report

The 2019 WTCS-BAS Apprenticeship Completer Report is now available online. The report contains employment, wage and training satisfaction outcomes for apprentices completing their programs in 2016-17. It can be found here: <https://www.wtcsystem.edu/about-us/resources-publications> Or via direct link here: <https://www.wtcsystem.edu/wtcsexternal/cmspages/getdocumentfile.aspx?nodeguid=b3153b83-19ff-41d4-8527-39fe0e9c845c>

- Of the 847 completers surveyed, 330 (39%) responded.
- Respondents reported a 96% satisfaction rate for both on-the-job training and classroom instruction.
- Median salary across all trades increased to \$77,753 from \$71,624 in the prior year.
- Respondents indicating an interest in continuing education beyond apprenticeship rose to 46%, up from 43% and 34% in the two preceding years.

WTCS Apprenticeship Enrollment Trend

WTCS enrollments across all apprenticeship programs increased from 6528 to 6903 unduplicated, and 7124 to 7450 duplicated, students by the end of 2017-2018 academic year. That is a 5.7% and 4.6% increase, respectively, in one year. A current mid-year snapshot for 2018-19 is showing 7058 and 7154 enrollees. Confirmed actual enrollment for the 2018-19 academic year will not be available until August 2019.

Great Lakes Higher Education Corporation (under new corporate name Ascendium Education Group) Tools of the Trade Scholarships

As in the prior year, Ascendium Education Group again awarded 200, \$1500 scholarships for industrial and construction sector apprentices in Spring 2019.

Active WTCS-BAS Apprenticeship Programs, By Sector, Occupation, and College as of January 2019

The master chart of all apprenticeship programs with related instruction offered through the WTCS colleges can be found here via the following link. "Active" is defined as approved programs with enrollments in the past two years. The color-coded chart can be found on the MyWTCS website here:

<https://mywtcs.wtcsystem.edu/wtcsinternal/cmspages/getdocumentfile.aspx?nodeguid=2b3fe9c1-681d-4ceb-a612-f474b04aaa8b>

Apprentice Related Instruction



Active WTCS/BAS Programs by Sector and Occupation - January 2019

| | BLACKHAWK | CHIPPEWA VALLEY | FOX VALLEY | GATEWAY | LAKESHORE | MADISON AREA | MID-STATE | MILWAUKEE AREA | MORAINES PARK | NICOLET AREA | NORTH CENTRAL | NORTHEAST WI | SOUTHWEST WI | WAUKESHA | WESTERN | WI INDIANHEAD |
|---|-----------|-----------------|------------|---------|-----------|--------------|-----------|----------------|---------------|--------------|---------------|--------------|--------------|----------|---------|---------------|
| Construction Sector Apprentice Related Instruction | | | | | | | | | | | | | | | | |
| Bricklaying/Masonry | | | | | | | | | | | | | | | | |
| Carpentry | | | | | | | | | | | | | | | | |
| Concrete Finishing | | | | | | | | | | | | | | | | |
| Electrical | | | | | | | | | | | | | | | | |
| Electronic Systems Tech/Voice-Data-Video | | | | | | | | | | | | | | | | |
| Glazing | | | | | | | | | | | | | | | | |
| HVAC/Environmental Service | | | | | | | | | | | | | | | | |
| Ironworking | | | | | | | | | | | | | | | | |
| Operating Engineer/Heavy Equipment | | | | | | | | | | | | | | | | |
| Painting & Decorating | | | | | | | | | | | | | | | | |
| Plumbing | | | | | | | | | | | | | | | | |
| Roofing | | | | | | | | | | | | | | | | |
| Sheet Metal | | | | | | | | | | | | | | | | |
| Sprinkler Fitting | | | | | | | | | | | | | | | | |
| Steamfitting Service/Refrigeration | | | | | | | | | | | | | | | | |
| Steamfitting Construction | | | | | | | | | | | | | | | | |
| Industrial Sector Apprentice Related Instruction | | | | | | | | | | | | | | | | |
| Automated Packaging Technician | | | | | | | | | | | | | | | | |
| Electrical & Instrumentation/Instrumentation Tech | | | | | | | | | | | | | | | | |
| Industrial Electrician | | | | | | | | | | | | | | | | |
| Industrial Manufacturing Technician | | | | | | | | | | | | | | | | |
| Injection Mold Set-Up (Plastic) | | | | | | | | | | | | | | | | |
| Machinist/Tool & Die/Patternmaker/Moldmaker | | | | | | | | | | | | | | | | |
| Maint Mech/Machine Repair/Millwright / Lube Tech | | | | | | | | | | | | | | | | |
| Maintenance Technician | | | | | | | | | | | | | | | | |
| Mechatronics | | | | | | | | | | | | | | | | |
| Metal Fabricator/Welder | | | | | | | | | | | | | | | | |
| Pipe Fabricator | | | | | | | | | | | | | | | | |
| Pipefitter | | | | | | | | | | | | | | | | |
| Service Sector Apprentice Related Instruction | | | | | | | | | | | | | | | | |
| Arborist | | | | | | | | | | | | | | | | |
| Barber/Cosmetologist | | | | | | | | | | | | | | | | |
| Cook/Chef | | | | | | | | | | | | | | | | |
| Dairy Grazier | | | | | | | | | | | | | | | | |
| Electrical Line Worker | | | | | | | | | | | | | | | | |
| Funeral Director | | | | | | | | | | | | | | | | |
| Metering Technician | | | | | | | | | | | | | | | | |
| Substation Electrician | | | | | | | | | | | | | | | | |
| Wastewater Treatment Operator | | | | | | | | | | | | | | | | |

State Committee Report State Industrial Mech & Fluid Maint Comm

This summary counts employers and apprentices with a contract active or unassigned on 4/15/2019 in trade(s) associated with this committee.

Report is based on apprentice contracts where:

- Status is 'Active' or 'Unassigned'.
- Contract sector is 'Industrial' or 'Service'.
- Contract trade code matches a trade code assigned to committee.
- Contract sponsor is the employer.

Note: Employers with contracts in more than one trade or committee can cause Column #3 totals at the Committee or State level to deviate from the summed total of the individual trade or committee rows.

| Trade | Total # of Sponsors | Total # of Apprentices | Of Total Apprentices in Column 3, # who are... | | | |
|--|---------------------|------------------------|--|------------|-----------|------------|
| | | | Minority | | Females | |
| | | | # | % | # | % |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| Report Total | 207 | 638 | 34 | 5.3 | 12 | 1.9 |
| Industrial Manufacturing Technician (261636002202) | 8 | 65 | 5 | 7.7 | 3 | 4.6 |
| Industrial Pipefitter (286228102202) | 11 | 23 | 3 | 13.0 | 1 | 4.3 |
| Lubrication Technician (269968701804) | 3 | 7 | | | 2 | 28.6 |
| Machine Repair (263826103001) | 12 | 20 | 5 | 25.0 | 0 | |
| Maintenance Mechanic (263828101401) | 104 | 270 | 11 | 4.1 | 3 | 1.1 |
| Maintenance Mechanic/Pipefitter (263828101409) | 4 | 39 | 2 | 5.1 | 1 | 2.6 |
| Mechatronics Technician (282826102202) | 33 | 60 | 3 | 5.0 | 1 | 1.7 |
| Millwright (263828101801) | 49 | 125 | 7 | 5.6 | 1 | .8 |
| Millwright/Pipefitter (263828101803) | 1 | 10 | | | 0 | |
| Welder - Fabricator (281936101003) | 12 | 19 | 1 | 5.3 | 0 | |