

November 2, 2021

TO: State Electric Utility Trades Apprenticeship Advisory Committee Members & Consultants

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

SUBJECT: State Electric Utility Apprenticeship Advisory Committee meeting

DATE: Thursday, November 4, 2021

TIME: 10:00 a.m.

ACCESS: [Join the virtual meeting.](#)  
Or call in (audio only): 608-571-2209; 368 622 852#

#### **TENTATIVE AGENDA**

1. Call the meeting to order.
2. Record attendees.
3. Review the roster.
4. **Action Items:**
  - a. Approve the minutes of the previous meeting.
  - b. Review the related instruction.
  - c. Review the state standards.
  - d. Discuss whether to align Electrical Power Distribution with Electric Line Worker.
5. **Discussion Items**
  - a. Mandatory registration in BASERS, effective July 1, 2021
  - b. Implementing revisions to CFR 29.30
  - c. Implementing Transition to Trainer and Teaching Transition to Trainer
  - d. Reimbursements for employers and apprentices
  - e. 2021 National Apprenticeship Week
  - f. 2022 Biennial Apprenticeship Conference
  - g. BAS leadership and personnel changes
  - h. Other
6. WTCS Update
7. Review the program participants.
8. Schedule the next meeting.
9. Adjourn.



Draft Minutes of the  
**Electrical Utility**  
State Apprenticeship Advisory Committee

**April 15, 2021**  
Virtual

<b>Members Present</b>	<b>Employer / Organization</b>
Brodbeck, Steve (Co-Chair)	Madison Gas & Electric
Burke, Lance	Dairyland Power Co-operative
Chartier, Chris (Co-Chair)	WPPI Enegery
DeGraves, Jeff	Wisconsin Public Service
Muench, Mark	Alliant Energy
Reinceck, Scott	IBEW Local 2150
Tremaine, Todd	City of Oconomowoc Utilities
<b>Members Absent</b>	<b>Employer / Organization</b>
Kumm, Nicholas	Marshfield Utilities
Nitek, Jeremy	Dairyland Power
<b>Consultants &amp; Guests</b>	<b>Employer / Organization</b>
Harris, Dave	WE Energies
Nakkoul, Nancy	Wisconsin Technical College System
<u>Schmidt, Kendall</u>	<u>Chippewa Valley Technical College</u>
Smith, Owen	Bureau of Apprenticeship Standards
Wall, Julie	WE Energies
Wehling, Adam	Chippewa Valley Technical College

1. The meeting was called to order at 10:03 a.m. by Co-Chair Brodbeck in conformance with the Wisconsin Open Meeting Law.
2. Mr. Smith recorded attendance. A quorum was present.
3. The committee reviewed the current roster. No changes were needed.

#### **4. Action Items**

**a. For action: approve the minutes.**

The minutes were approved as written.

**b. Review the state standards.**

Mr. Smith reported that he will invite the state committee to review its state standards next year to ensure all content, such as recent law changes and policies unique to the committee, is accurate.

The state committee agreed.

**c. Review the related instruction.**

Ms. Nakkoul reported that the Wisconsin Technical College System and Worldwide Instructional Design System began a five-year cyclical review of all related instruction this year. The electric utility apprenticeships will be reviewed in a subsequent year.

Attendees did not have questions or comments.

#### **5. Discussion Items**

**a. Registered apprenticeship during COVID-19**

Mr. Smith reiterated that Wisconsin Apprenticeship supports sponsors and training facilities adjusting delivery as needed to ensure the safety of apprentices and staff. Mr. Smith asked whether local committees were experiencing any difficulties that may need Bureau assistance.

Attendees reported that some on-the-job learning and related instruction was adapted to ensure the safety of all participants. Some utilities implemented hiring freezes. Training has resumed, but the number of new apprentices is slightly lower than pre-pandemic levels.

**b. Mandatory registration in BASERS, effective July 1, 2021**

Mr. Smith reiterated that, effective July 1, all sponsors must do the following: register in BASERS; register all new contracts in BASERS; and experiment with performing all contract actions through BASERS and notify the Bureau of any technical or administrative difficulties.

The state committee replied that all sponsors perform the required actions and believe BASERS works very well.

**c. Implementing revisions to CFR 29.30**

Mr. Smith reviewed that the Bureau will begin conducting affirmative action plans with local committees once all new staff are training and staff are permitted to travel again.

Attendees did not have questions or comments.

**d. Biden Administration Bolsters Registered Apprenticeship**

Mr. Smith reviewed the announcement included in the meeting material. The Biden administration discontinued industry-recognized registered apprenticeships and strongly supports registered apprenticeship.

Attendees did not have questions or comments.

**e. National Apprenticeship Act 2021**

Mr. Smith reviewed the proposed legislation and noted the emphasis on youth apprenticeship and certified pre-apprenticeship, both of which are featured and integrated in Wisconsin.

Attendees did not have questions or comments.

**f. Wisconsin Apprenticeship Completer Report**

Ms. Nakkoul reviewed the report design and results, noting the data from the apprenticeships advised by the committee.

Attendees complimented the report.

**g. Implementing Transition to Trainer and Teaching Transition to Trainer**

Mr. Smith explained the requirements for T2T instructors certified prior to 2021 and instructors who want to become certified to teach the course. Ms. Nakkoul reviewed the website that hosts the requirements and schedule of upcoming courses.

Mr. Smith reported that certified instructors who have not taken the required refresher can continue teaching the old curriculum until they complete the refresher.

The technical colleges reported that all instructors have taken the refresher or are scheduled to do so.

**h. Supportive services and OJL reimbursement for registered apprentices**

Mr. Smith explained the reimbursements available to sponsors and apprentices, the eligibility criteria, and the points of contact. Representatives of WRTP/ BIG STEP commented that graduates of their certified pre-apprenticeships would qualify.

Attendees did not have questions or comments.

**i. Applicant outreach campaign and revisions to [www.WisconsinApprenticeship.org](http://www.WisconsinApprenticeship.org)**

Mr. Smith reported that the applicant campaign is underway. The theme is, "Apprenticeship: A Different Kind of Classroom." It targets women and minorities and includes billboards, social media, and electronic media placement. The new brand is, "Wisconsin Apprenticeship," which is an umbrella brand for registered, youth, and certified pre-apprenticeship. The brand and theme will be incorporated into the BAS website, which will be revised to be more user friendly by fall.

Attendees did not have questions or comments.

**j. Apprenticeship Completion Award Program**

Mr. Smith reported that the program continues to be an example of strong bipartisan support for registered apprenticeship. He reviewed the reimbursement statistics and noted that declined requests will always exceed accepted requests because all requests received are for more than the maximum reimbursement amount.

Attendees did not have questions or comments.

**k. BAS leadership and personnel changes**

Mr. Smith reported that new employees Ryan Herber and Raquel Nowak joined the bureau as Apprenticeship Training Representatives.

Attendees did not have questions or comments.

**l. 2021 National Apprenticeship Week**

Mr. Smith reported that if the dates have not been announced by the U.S. Department of Labor by summer, he will announce Wisconsin Apprenticeship Week for the week November 14.

Attendees did not have questions or comments.

**m. Other**

Attendees did not have questions or comments.

**6. WTCS Update**

Ms. Nakkoul reviewed the report and emphasized the scholarships available to apprentices.

Attendees did not have questions or comments.

7. Participants included 268 apprentices and 87 employers with contracts in active or unassigned status on April 1, 2021.
9. The Bureau will schedule the next meeting via electronic survey.
10. The meeting adjourned at 11:30 a.m.

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*Submitted by Owen Smith, Bureau of Apprenticeship Standards*

February 24, 2021

Dear Apprenticeship Employers:

The [link](#) is now live to access information on applying for on-the-job learning reimbursements through Wisconsin Apprenticeship grant funds. Follow the instructions offered in the [link](#) and review the information in this email regarding eligibility. The deadline for submitting questions regarding this announcement is March 5<sup>th</sup> at 2 p.m. CST. Awards may be made as soon as March 15<sup>th</sup>. Applications will be reviewed in the order in which they are received. Questions can be sent to our grants mailbox at [dwdetgrants@dwd.wisconsin.gov](mailto:dwdetgrants@dwd.wisconsin.gov).

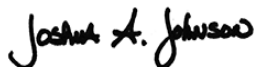
The on-the-job learning reimbursements are part of a Wisconsin grant initiative, using federal grant funds, to help defray the extraordinary costs of training apprentices. Employers may be eligible for up to a \$1,000 reimbursement for each apprentice that they hired between July 1, 2019 and January 30, 2021, as long as the apprentice meets one of the following criteria:

- The apprentice previously completed a Wisconsin Youth Apprenticeship program in any career cluster; or
- The apprentice previously completed a state certified pre-apprenticeship program in any job sector. A detailed list of Wisconsin certified pre-apprenticeship programs can be found [here](#); or
- The apprentice was hired to work in the IT, Healthcare, Bio-Tech, Transportation, Agriculture or Financial Services sectors.

Employers may only receive one on-the-job learning reimbursement per apprentice that meets the qualifying criteria and cannot request reimbursement for the same apprentice more than once.

Thank you for being valued Wisconsin apprenticeship employers and sponsors.

Sincerely,



Joshua Johnson, State Director  
Wisconsin Apprenticeship





Dear Wisconsin Apprentices:

Wisconsin Apprenticeship has federal grant funds available to provide supportive services to registered apprentices. Up to \$600 may be available to each Wisconsin registered apprentice to assist with the following apprenticeship-related costs:

- Uniforms or work clothing
- Tools
- Required physicals
- Books
- Test fees
- Mileage
- Bus passes
- Parking permits
- Childcare
- Rent & housing costs

Apprentices who began their apprenticeship between July 1, 2019 and March 31, 2022 are eligible. Reimbursements will be awarded to applicants through March 31, 2022, or until the funding runs out. Apprentices must contact the following organizations, according to location, to determine if they qualify:

**Milwaukee, Racine, Kenosha, Walworth,  
Washington, Waukesha and Ozaukee  
counties**

Employ Milwaukee  
Jose Galvan  
[Jose.galvan@employmilwaukee.org](mailto:Jose.galvan@employmilwaukee.org)  
2342 North 27<sup>th</sup> Street  
Milwaukee, WI 53210

**Office 414-270-1743**  
**Cell 414-852-1914**

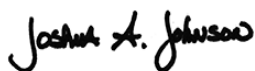
**All other Wisconsin counties**

South Central Workforce Development Board  
Jeff Kennedy  
[jkennedy@wdbscw.org](mailto:jkennedy@wdbscw.org)  
3513 Anderson Street Ste 104  
Madison, WI 53704

**Office 608-249-9001 Ext. 230**

Thank you for being valued Wisconsin apprentice.

Sincerely,



Joshua Johnson, State Director  
Wisconsin Apprenticeship





## 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.

**Report Name** COM-01 State Committee  
Report

**Refresh Date** 11/3/21 2:05 PM

Wisconsin Bureau of Apprenticeship Standards

## State Committee Report



This summary counts employers and apprentices, between 11/1/2021 and 11/1/2021 with contract status as Active & Unassigned in occupation(s) associated with this committee.

Report is based on apprentice contracts where:

- Contract sector is 'Utilities'.
- Contract occupation code matches a occupation code assigned to committee.
- Contract sponsor is the employer.

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

Occupation	Apprentices									Employers				
	Total	Minority		Females		Union		Non-Union		Total	Union		Non-Union	
		#	%	#	%	#	%	#	%		#	%	#	%
1	2	3	3a	4	4a	5	5a	6	6a	7	8	8a	9	9a
<b>Report Total</b>	<b>294</b>	<b>2</b>	<b>.7</b>	<b>1</b>	<b>.3</b>	<b>180</b>	<b>61.2</b>	<b>114</b>	<b>38.8</b>	<b>91</b>	<b>37</b>	<b>40.7</b>	<b>59</b>	<b>64.8</b>
Electric Line Worker (0682126101401)	267	2	.7	1	.4	168	62.9	99	37.1	87	35	40.2	57	65.5
Metering Technician (0671028103401)	16	0	0	0	0	5	31.3	11	68.8	13	4	30.8	9	69.2
Substation Electrician (0682026101803)	11	0	0	0	0	7	63.6	4	36.4	4	2	50.0	2	50.0