



**Approved Minutes of the
Wisconsin Apprenticeship Advisory Council
to DWD, Bureau of Apprenticeship Standards &
Wisconsin Technical College System Board**

November 13, 2018

Madison Area Painting & Decorating Training Center
5375 King James Way
Fitchburg WI 53719

Members Present	
Barker, Daniel	Ariens Company
Branson, Dave	Building Trades Council, Madison
Cook, Jim	NECA-IBEW Electrical Apprenticeship
Daniels, Renee	Northcentral Workforce Development Board
Emrick, Leigh	Associated Builders & Contractors of WI
Grohmann, Gert	Associated General Contractors, Milwaukee
Hellenbrand, Callie	Alliant Energy
Hurt, Henry	Hurt Electric
Jacobson, Gene	PDC Electrical Contractors
Kindred, Brent	WI Department of Public Instruction
McHugh, Shawn	Wisconsin Operating Engineers
Mortenson, Brandon	IAMAW Lodge 78
O'Neill, Hollie	IBEW 2150, WI Electrical Power
Pfannerstill, Kathleen	Toolcraft Co., Inc.
Reader, Chris	Wisconsin Manufacturers & Commerce

Seeley-Schreck, Chrystal	Wisconsin Technical College System
Wieseke, Mark	UAW, Region 4
Members Absent	
Anthony Jr., Ruben	Urban League
Daily, Michael	United Steel Workers District 2
Griffith, Tracey	WTBA
Hayden, Terry	Wisconsin Pipe Trades Association
Kessenich, Mark	WI Regional Training Partnership
Consultants and Guests	
Anhalt, Tim	NECA-IBEW Apprenticeship
Crary, Cathy	Bureau of Apprenticeship Standards-YA
DeVries, Harrison	Bureau of Apprenticeship Standards
Johnson, Joshua	Bureau of Apprenticeship Standards
Keckhaver, John	Bureau of Apprenticeship Standards-YA
Morgan, Karen	Bureau of Apprenticeship Standards
Nakkoul, Nancy	Wisconsin Technical College System
Radcliffe, Kevyn	Bureau of Apprenticeship Standards
Smith, Owen	Bureau of Apprenticeship Standards

1. Call to Order

The meeting was called to order at 10:05 a.m. by Co-chair Henry Hurt. Attendees introduced themselves.

2. For Action: review and approve minutes of the previous meeting

The Council approved the draft minutes from its previous meeting as written.

3. State Apprenticeship Council Alliance

Ms. Morgan explained that Co-chair Terry Hayden could not attend so reviewed several items pertaining to the State Apprenticeship Council Alliance.

First, at the request of the National Association of State and Territorial Apprenticeship Directors (NASTAD) and the U.S. Department of Labor (DOL), the Alliance will align the chairs of state apprenticeship advisory councils similarly to how NASTAD aligns directors of state apprenticeship agencies. This will allow the Alliance to advocate of state apprenticeship programs in venues where government employees are not permitted to talk or attend. For example, the Alliance may meet with labor co-chairs and congressional representatives in Washington D.C. in February of 2019.

Second, the Council agreed at its last meeting to participate in the Alliance, so Wisconsin is now among the 20 of 25 states that have signed the Alliance's memorandum of understanding.

Ms. Morgan concluded by calling for questions or comments. Attendees had none.

4. Department of Public Instruction Update

i. Survey of Career & Technical Education Teachers

Mr. Kindred drew attendees' attention to the career and technical education briefing attached to the Educational Linkages Subcommittee's report. Ms. Morgan informed new Council members that Mr. Kindred is in constant contact with technical education teachers and regularly surveys their needs. The data are very helpful.

The most recent survey, Mr. Kindred explained, yielded an outstanding response rate—121 respondents in five days—and an outstanding level of interest in registered apprenticeship. He shared several examples with the Council:

- Eighty-seven percent of respondents reported they understand Wisconsin apprenticeship.
- However, their replies to related short-answer questions suggested they over-estimated their knowledge.
- Many respondents replied that they would like further information on apprenticeship resources, partnerships, and speakers.

Mr. Kindred concluded by suggesting that this and future surveys, with a combination of multiple-choice and short answer questions, may provide more direction for the Educational Linkages Subcommittee in their future efforts to promote registered apprenticeship in secondary schools.

Mr. Kindred asked for comments and questions.

ii. Pathways to Teaching Career & Technical Education

Ms. Rene Daniels shared that her region continues to suffer a lack of career and technical education teachers. She asked whether schools besides University of Wisconsin – Stout graduate accredited career and technical education teachers and whether the curriculum includes apprenticeship.

Three colleges in Wisconsin graduate career and technical education teachers, Mr. Kindred explained: University of Wisconsin-Stout is the largest and oldest; University of Wisconsin-Platteville is the second-largest but comparatively small; and Viterbo College is the smallest, with cohorts usually in the single digits. He noted that the State of Wisconsin created additional pathways to teacher licensure over the past four years, namely the experience-based license. Since its inception, the license has been obtained by 150 individuals, but how many of those individuals continued in the career is unknown.

Registered apprenticeship is included in the curriculum for CTE teacher training, Mr. Kindred answered. However, the depth of knowledge is questionable and likely shallow at best.

Ms. Morgan asked Mr. Kindred how an individual would obtain an experience-based license. He admitted that he knew several requirements but not the specific length of time for each requirement. Graduates of college programs are eligible to apply for a state teaching license; in contrast, the experience-based license is actually a three-year permit. Individuals pursuing the permit must apply through the individual school, get hired, and then apply for the permit. In addition, the school district designs the training for the individual, which may include assessments, learning theory, teaching methods, and industry-specific skills, e.g. welding.

Ms. Nancy Nakkoul asked what happens after the three-year permit expires. It is no longer a permit and the holder can apply for a regular license, Mr. Kindred replied.

Mr. Kindred shared that from his experience, school districts seem to prefer hiring traditional teachers because they are more well-rounded; in contrast, the knowledge of experience-based teachers is commonly "an inch wide and ten-miles deep."

The conversation concluded. Mr. Kindred asked attendees to read the survey results over time and contact him with questions.

iii. Other projects

Mr. Kindred briefly reviewed five additional projects he and his colleagues are working on to

keep registered apprenticeship in front of CTE teachers. First, his team recently notified the teachers of National Apprenticeship Week events. Second, the team will draft a letter to CTE teachers, on behalf of the Council, that supports registered apprenticeship. Third, the team will revise the Apprenticeship Awareness Toolkit, a webpage within the DPI website that explains the basics of apprenticeship and includes downloadable outreach material for teachers. Fourth, the team will generate interest among teachers in the 27th Biennial Apprenticeship Conference. Last, the team will organize a "day at the Capitol," i.e. a meeting with legislatures to discuss the value of registered apprenticeship ahead of the start of the new session. DPI encourages the Council and/or the Apprenticeship LEADERS participants to assist.

Ms. Pfannerstill asked whether data exists or could be gathered on the number of traditional and experience-based teaching licenses per high school or district. Mr. Kindred replied that the research is feasible, but the project would be laborious and likely not undertaken without a mandate.

Action: Ms. Morgan stated that the subcommittee will review the survey results and determine whether additional material or revisions are necessary to the Apprenticeship Awareness Toolkit. She invited any member of the Council to participate in the discussion.

v. Technical education credit required for high school graduation?

Ms. Pfannerstill commented that she supports high schools requiring technical education credit for graduation. She asked whether the Council could support such an effort.

Mr. Kindred replied that the state did conduct a 2008-09 study of career and technical education curriculum which found some districts required technical education credit for graduation. The study tried to correlate the requirement with graduation rates and found that the districts that did require technical education credits did have higher graduation rates. He stated that this likely supports that students found the technical education credit engaging and meaningful, which increased their sense of "having a skin in the game."

Mr. Kindred concluded that he is unsure whether technical education credits could be required for graduation statewide; it is likely better left to the individual school districts.

4. For action: Applications for Certified Pre-Apprenticeship Programs

Mr. Hurt thanked Mr. Kindred and transitioned to the review of recent applications for certified pre-apprenticeship programs. Karen explained that there were three applications for this review: two are re-submittals that incorporate prior input from the Council; and one is a new application.

i. "Hands-On Training Program: Construction," by Social Development Inc.

Ms. Morgan reviewed that the Council denied the first application of this program because it did not include the training outline, letters of recommendation from registered apprenticeship sponsors, and a list of instructors. She noted the resubmittal includes all documents.

The Council reviewed the application and gave the following input:

- Mr. Hurt expressed concern that the application is not presented professionally; some pages were handwritten, and others were typed.
- Mr. Grohmann expressed concern that the curriculum seems poorly planned: all subjects receive 12 hours, including safety, which is offered industry-wide in 10 or 30 hours.
- Ms. Pfannerstill expressed concern that the application does not clearly show how the instructors background and methods apply to registered apprenticeship.
- Mr. Barker expressed concern that the application does not show how the program connects to the training needs of current registered apprenticeship sponsors.
- Ms. Nakkoul suggested the Council revise the guidelines to require typed applications.
- Mr. Mortenson expressed concern that the industry sponsor expresses support for the program but not intent to utilize graduates; it would be a disservice to certify programs that do not link to active registered apprenticeship sponsors.

Ms. Morgan summarized that the Council agrees the application lacks quality in its outline and linkages to registered apprenticeship, which is the point of pre-apprenticeship programs.

Action: A motion to deny the application was made by Mr. Grohmann, seconded by Ms. Hollie O'Neill, and passed by the Council. The Council declined the application as submitted and requested it be resubmitted with a detailed curriculum outline, a detailed link between the curriculum and the training needs of current registered apprenticeship sponsors, and resumes of all instructors, especially instructors with experience related to registered apprenticeship. Last, the next application must be entirely typed.

ii. Assistance for Applicants

A general discussion ensued on how the Council and Bureau may help programs submit applications to standard. Mr. Gene Jacobsen and Mr. Grohmann commented that most applications are very strong and the submitters know what they are getting into; those applications are either approved or approved pending minor revisions. However, many applications that are found lacking seem to not understand the purpose of a pre-apprenticeship program and may need more than basic feedback, e.g. coaching or an onsite review.

Mr. Chris Reader commented that the Council's common critiques of training hours and curriculum outlines are valid, but he recommended the Council clarify its preferences for how the application is presented, such as typed and hand-written signature. Those preferences must be stated clearly in the instructions, prior to submittal.

Action: Ms. Morgan agreed with all points and noted that the Bureau had not considered them before because most submissions were high quality. Applications are increasing, to the Bureau will revise the application guidelines to include formatting preferences and will research means of assisting submitters that may need additional guidance.

iii. "Offender Machine Tool Training / Manufacturing Readiness"

by North Central WI Workforce Development Board and Midstate Technical College

Ms. Morgan explained that the Council approved one iteration of this program at Northeast Wisconsin Technical College and North Central WI Workforce Development Board is now applying to expand the program to Mid-State Technical College. She instructed the board to submit a new application for the program at Mid-State because she has advised other applicants similarly based on her assumption that the Council would want to review an application for a program expansion. However, she stated she is open to modifying that policy, if the Council would prefer.

Action: The Council approved the program. Ms. Daniels abstained from the vote.

iv. "Workplace Essentials for Manufacturing" by Fox Valley Workforce Development Board

Ms. Morgan reviewed that this application has been revised and resubmitted several times. The program targets the Industrial Manufacturing Technician registered apprenticeship. She stated that she believes the application is complete and formatted to standard throughout.

Mr. Grohmann added that the instructors are well-qualified.

Mr. Hurt commented that the curriculum appears comprehensive.

Action: a motion to approve the application was made by Mr. Mortenson, seconded by Mr. Branson, and passed by the Council. Mr. Daniel Barker abstained from the vote.

v. Comments on Evaluation

Mr. Hurt reviewed that the Council's evaluation of three applications included concerns on presentation and alignment with the needs of registered apprenticeship. He asked Council members whether they thought the evaluations were fair. The Council agreed that the evaluations of the applications and suggested revisions to the application guidelines were fair.

5. Sub-Committee Reports

Mr. Hurt transitioned to the next topic, reports from the Council's subcommittees.

i. Equal Access

Ms. Morgan reviewed that the subcommittee on equal access has been developing a cultural competency course and a mentorship course for several years. The general outline of both courses was approved by the Council, and the design and content were enhanced by an instructional design company hired by the Department of Workforce Development. The Bureau plans to present final versions of both at the 27th Biennial Apprenticeship Conference in March 2019.

Ms. Morgan presented the current draft of the mentor training to attendees. She emphasized

two points: the course must immediately answer the question, "Why should the audience care?"; and the facilitator guide is paramount—the point of the course is to train mentors to train mentors. Attendees reviewed each slide and the corresponding discussion topics in the facilitator guide.

Mr. Hurt asked if the course would be presented at the Biennial Conference as final or open to review. With federal grants focusing so strongly on outreach to the constructions sector, it would likely help to preview the final drafts to a focus group of contractor organizations and superintendents, Ms. Morgan suggested. However, after the Council approves the document, the decision to seek further input is at the discretion of the subcommittee.

Co-Chair Hurt called for questions and comments.

- Ms. Nakkoul asked how long each course is. Ms. Morgan replied that each course is four hours.
- Mr. Grohmann and Ms. Seeley-Schreck recommended developing a Facilitator Guide for the mentor training and noting to the facilitator that sensitive topics may arise. Both volunteered to help review the guide.
- Mr. Hurt and Mr. Grohmann, noted that stakeholders and apprentices that reviewed earlier drafts stressed many times to not tell participants what they are thinking, but show them how they think about it.
- Mr. Jim Cook added that the revisions to the Mentorship Program have ramifications for revising Transition to Trainer.

Action: The following individuals volunteered to review the final: Mr. Hurt, Mr. Hayden, Ms. Seeley-Schreck, Ms. Emrick, Ms. Nakkoul, Mr. Cook, and Mr. Barker.

The Council adjourned for lunch at 11:30.

6. 27th Biennial Apprenticeship Conference

The Council resumed at 12:15 p.m.

Ms. Morgan updated attendees on the planning of the 27th Biennial Apprenticeship Conference. It will be held March 11-13, 2019, at the Madison Marriott West in Middleton. Due to space limitations, this conference will not include an Apprentices Expo. The Bureau will mail a "Save the Date" postcard by the end of the calendar year. The postcard, outreach material, and conference material will be produced by a third-party vendor.

Two speakers have been confirmed: Dennis Winters, economist with DWD, will discuss Wisconsin economic projections; and Jon Finch of Milwaukee Tool will discuss working with generations.

The conference will feature approximately 35 workshops; some are named on the flier, but most are in development.

The awards ceremonies will differ slightly than prior conferences. The Hall of Fame awards

will occur during the opening night banquet, which will be a Tuesday. Recipients will be video-taped ahead of time, and the clips will be interspersed throughout the banquet. Two new awards will be featured: one will highlight youth apprenticeship; the other will highlight local committees.

Ms. Morgan reiterated it is important for the Council, not the Bureau, to be the face of the Conference. Therefore, she suggested that the Council assist with facilitating workshops, moderating discussions, and introducing speakers, as it has for prior conferences. Bureau staff will assist with those tasks, too. All information technology and audio-visual tasks will be performed by DWD. Co-Chair Hurt, Mr. Mortenson, Ms. Emrick, and Mr. Tim Anhalt are planning the conference workshops, and will inform the Bureau and Council how many helpers will be needed.

This will be the first conference which will include online registration, Ms. Morgan concluded.

7. Wisconsin Technical College System Update

Ms. Seeley-Schreck reported that nearly every technical college will host or collaborate on an event for National Apprenticeship Week. The Great Lakes Higher Education Corporation will support another year of financial awards for registered apprenticeship. The review process is occurring now. Nearly 200 apprentices are projected to receive awards in January.

Ms. Nakkoul added that award applications increased this year: Great Lakes received 390 applications across all sectors. To qualify, applicants must receive related instruction in a technical college and earn 300% of poverty for the family size; for a single individual, that is an annual salary of \$35,000. Of the 390 applicants, 288 were eligible, and 188 will receive awards. Additionally, through a separate process, Great Lakes will award Jim Elliot scholarships to Milwaukee apprentices.

The Council thanked Ms. Seeley-Schreck and Ms. Nakkoul.

9. Apprenticeship Outreach Campaign

Ms. Morgan and Mr. Johnson distributed draft copies of the new logo, folders, and fliers included in the new outreach campaign for registered apprenticeship. The campaign began this week, as a part of National Apprenticeship Week, and will run through 2019. The first phase will target employers, hence the employer-focused materials. The materials are not yet in the DWD registry of publications, emphasized Ms. Morgan, so they will be in limited use until the biennial conference.

Ms. Morgan explained that the new logo is more modern. The legs of the "A" are no longer a pencil and wrench. Rather, the new logo is designed to be "sector neutral," so it is more inclusive of the new sectors that have adopted registered apprenticeship.

The primary message for employers is that registered apprenticeship is an "investment that works," i.e. employers get to train their own employees and receive multiple returns on that investment. Additional pieces in the employer-phase of the campaign include single-page

fact sheets on specific occupations. Later, the campaign will involve interactive ads on e-newsletters, Google, Linked-In, and Twitter. The campaign will also include re-imagined versions of the parent's guide and student's guide.

The third component of the campaign is diversity. Technically, it is threaded throughout the campaign, but later phases will use samples and messages from Chicago Women In the Trades.

Ms. Nakkoul offered that the WTCS statewide marketing consortium could disseminate the campaign materials, if the Council and Bureau prefer. Ms. Morgan thanked Ms. Nakkoul.

Ms. Morgan concluded by encouraging attendees to review the documents and share their input; the Bureau is striving for an excellent product.

ii. Recruiting and Retaining Generation Z

The Bureau previously presented strategies for recruiting Generation Y. Mr. Harrison Devries, an intern at the Bureau, developed a presentation on recruiting the next generation, Generation Z.

Mr. Devries introduced himself and reviewed a report and presentation he developed on effectively recruiting Generation Z. Key points were as follows:

- In 2013, more student support programs at universities reported a significant increase in the number of students that needed emotional support as well as the level of support. The reports supported a shift in the culture of youth.
- Generation Z'ers are more financially minded due to the 2008 financial crisis and the rise of student debt.
- Generation Z'ers are less able to cope independently with day-to-day stressors due to parenting styles born out of 9/11 and other post-9/11 cultural shifts.
- Generation Z'ers are highly exposed to technology and are therefore less likely to work in groups and are often less exposed to face-to-face social interactions.
- Generation Z'ers are more likely to be social-justice oriented, i.e. more likely to work for less money for a company that supports social causes, due to

Mr. Johnson asked Mr. Devries whether, as a member of Generation Z, he believes the conclusions are accurate? Yes, Mr. Devries, replied; he worked many jobs while in high school and college, including summer jobs, all of which were very important in developing experiences. Mr. Grohmann commented few Generation Z'ers have the physical ability and mechanical aptitude necessary to succeed in the skilled trades. Instead, they seem more screen-oriented. Co-Chair Hurt agreed and a solution may be to expose them to mechanical work via summer employment opportunities.

Ms. Morgan agreed, and added that Mr. Nate Butt, an Apprenticeship LEADER with Quad Graphics, created basic, entry-level employment and training opportunities for Generation Z'ers due to their lack of mechanical skills.

Ms. Seeley-Schreck asked Mr. Devries how Generation Z'ers could prepare for collaborative teamwork, which is a significant component of work environments. He replied that educators should

emphasize gaining early work experience; without those experiences, Generation Z'ers may have more difficulty adjusting to collaborative environments after college. In addition, employers need to be educated on the expectations and characteristics of this generation, so they are not surprised and misattribute the expectations.

Mr. John Keckhaver noted that this presentation is a significant plug for youth apprenticeship; these topics are discussed frequently with youth apprentices and their sponsors. He added that barriers to summer work include a desire of parents to enroll their children in more extracurricular activities and classes rather than employment.

The Council thanked Mr. Devries for this presentation.

10. National Apprenticeship Week 2018

Mr. Joshua Johnson reported that 72 events are planned across the state, including employer-sponsored tours for high school students, technical college open-houses, and more. Workforce development boards are sponsoring many events, too. The events this year truly demonstrate a high level of motivation and interest among stakeholders, high school students, and the public.

11. Bureau of Apprenticeship Standards Update

i. Grant Updates

Ms. Morgan reviewed that the Bureau received three federal grants to expand registered apprenticeship in Wisconsin: the WAGE\$ grant, the State Expansion Grant, and the State Accelerator Grant. She reported that the WAGE\$ grant has surpassed nearly all of its performance goals, except enrollment of apprentices in new occupations, which is to be expected. Many of the new apprentices registered through the grant are in advanced manufacturing occupations which the grant expanded into additional areas across the state: Mechatronics Technician, Maintenance Technician, Industrial Manufacturing Technician and Welder/Fabricator.

Ms. Kevyn Radcliffe, WAGE\$ Outreach Coordinator, reported that the development of apprenticeships for occupations in new sector is proceeding very well. The new registered apprenticeship for Certified Medical Assistant, one of the first Wisconsin apprenticeships in healthcare, launched yesterday at UW Health. The apprenticeship is a partnership between several healthcare providers: UW Health, SSM, and Unity Point Health- Meriter. The program is an 18-month hybrid term, front-loaded with 400 hours of related instruction. After related instruction, the apprentices must pass certification exams, and can then begin on-the-job learning.

The Certified Medical Assistant registered apprenticeship is an example of how the healthcare industry is shifting nationally from a traditional paradigm of employment and training to a paradigm aligned with the needs of the modern workforce, Ms. Nakkoul commented. A significant factor complicating the shift is the need of insurance companies for "billable time," i.e. an apprentice cannot be billed for time until he or she passes the certification exams.

On the information technology front, the new registered apprenticeship for Data Analyst will launch at Children's Hospital this week, Ms. Radcliffe announced. It is the third and final information technology program to be developed through the WAGE\$ grant.

Mr. Mortenson asked whether representatives of the healthcare and information technology sectors will be invited to sit on the Council. Yes, Ms. Morgan replied, but after the programs gain participants

and current members' terms expire. Otherwise, adding members would require amending the by-laws.

Action: The Council requested to discuss at its next meeting whether to add representatives of new sectors via attrition or via amending by-laws to increase the size of the Council.

ii. Youth Apprenticeship

Ms. Morgan introduced Ms. Cathy Crary, Section Chief for Youth Apprenticeship.

Ms. Crary reported that employers and stakeholders have been experiencing greater synergy between youth and registered apprenticeship, as a result of the bridge policies, registered apprenticeship outreach campaign, and the work of ATRs and the YA staff. Once the registered apprenticeship outreach campaign is in full swing, the Bureau will launch a similar campaign for youth apprenticeship. It's a very exciting time for youth apprenticeship, Ms. Crary commented.

Like the registered apprenticeship campaign, the youth apprenticeship campaign will include a new, modernized logo and will eventually include a revised structure to the website. The request for proposals for youth apprenticeship outreach material will be released this month, and the Bureau projects a vendor will be selected by January 6, 2019. Within the following year, the youth apprenticeship staff will integrate and link online half of its existing to TRA.

Curriculum projects for 2019 include redesigning the curriculum for the youth apprenticeships in healthcare, tourism, and information technology.

Ms. Crary concluded by informing attendees that they can find current enrollment data on youth apprenticeship by visiting the dashboard on the youth apprenticeship website.

12. Additional Items from BAS

i. Apprenticeship in WI, Statistically Speaking

Ms. Morgan reviewed the current statistics on registered apprenticeship participants. She emphasized that nearly 12,000 apprentices are registered—a noticeable increase.

ii. LEADERS

Ms. Morgan reviewed that the Apprenticeship LEADERS initiative began last year as an effort to have sponsors and stakeholders help the Bureau grow registered apprenticeship in new industries and new pockets of employers through employer-to-employer outreach. The initiative began at the 2017 National Apprenticeship Week with a kick-off event at the Governor's Mansion.

To date, the LEADERS initiative has been active in discussing registered apprenticeship with employer groups and organizations in new sectors. Recently, the Bureau introduced the new outreach campaign toolkit to the group and received some good feedback.

The most important take-away from working with LEADERS has been, and will continue to be this, Ms. Morgan concluded: the key to growing registered apprenticeship is taking industry stakeholders with us.

iii. Revised Apprenticeship Completion Certificate

Ms. Morgan distributed a working draft of the new completion certificate for registered apprenticeship. The working version differs from the current certificate in several ways. First, the it does not include the actual term but reads, "...has completed the term of apprenticeship." This accommodates the growing number of occupations that use hybrid and competency-based terms. Second, it does not include the term, "journeyman." Third, it uses the term "occupation" rather than "trade." Last, it states, "...awarded to..." rather than "certificate." She emphasized that these revisions were inspired by best practices from other states.

The Council expressed support for the revisions and the new look.

iv. Emergency Rule for DWD 296

Last, Ms. Morgan reviewed that DWD has been preparing to implement CFR 29.30 by drafting revisions to the corresponding state administrative rule, DWD 296. The next step in implementing the revisions is for the legislature to pass an emergency rule. "Emergency rule," Ms. Morgan noted, is not actually an emergency, but means the rule is passed as needed, rather than on a common review schedule. Once the emergency rule is passed, the rule eventually becomes a "final rule."

The Bureau requests Council members and stakeholders review the proposed rule and/or express their support for the rule to the legislature. The Bureau will also call the Council's policy subcommittee together in December to discuss the matter.

13. Schedule the next meeting

The Council tentatively scheduled its next meeting for February 5, 2019, at 10:00 a.m. The location will be determined. Ms. Nakkoul suggested the Wisconsin Technical College System Office in Madison may be available, but she will need to confirm.

14. Adjourn

The council adjourned at 2:15 p.m.

Submitted by
Owen Smith, Program and Policy Analyst