



**Approved Minutes of the
Policy & Standards Subcommittee
of the
Wisconsin Apprenticeship Advisory Council**

March 10, 2022
NECA-IBEW Electrical Apprenticeship & Training
Madison, WI

Members Present	
Cook, Jim	NECA-IBEW
Daily, Michael	United Steel Workers District 2
Emrick, Leigh	Associated Builders & Contractors of WI
Hayden, Terry	Wisconsin Pipe Trades Association
Jacobson, Gene	PDC Electrical Contractors
Mielke, John	Associated Builders & Contractors of WI
Mortenson, Brandon	IAMAW District 10
Nakkoul, Nancy	Wisconsin Technical College System
Tourdot, Kelly	Associated Builders & Contractors of WI
Members Absent	
Allan Johnson	UA Local 118 Training Center
Public Attendees	
DWD Attendees	
Kasper, Andrew	DWD Bureau of Apprenticeship Standards
Madden, Caitlin	DWD Office of Legal Counsel

Laesch, Steve	DWD Division of Employment and Training
Polk, David	DWD Bureau of Apprenticeship Standards
Pusch, Elizabeth	DWD Bureau of Apprenticeship Standards
Smith, Owen	DWD Bureau of Apprenticeship Standards

1. The meeting was called to order at 10:05 a.m. by Chair Leigh Emrick.
2. Mr. Owen Smith recorded attendance.

3. **Overview**

Mr. Andrew Kasper and Ms. Liz Pusch reviewed the following: the discussions at the last Council meeting; the rationale for the revisions; and the projected timeline for review by the subcommittee, Council, and the public.

Mr. Smith noted that, at the request of consultants to the Council, the agenda includes a specific section for public comment. It occurs after subcommittee discussions. He explained that "public" means attendees other than subcommittee members and DWD and BAS leadership.

Ms. Pusch agreed and emphasized that the structure of the agenda ensures subcommittee members have the initial review.

Mr. Jim Cook expressed two concerns about the review process. First, the prior review, which concluded in 2011, allowed for consistent input and interplay between stakeholders and the Bureau on a quarterly basis over a two-year period. Second, the joint apprenticeship committees he represents have not seen the revisions and consider themselves partners, not "the public."

Mr. Kasper acknowledged that this review process differs significantly from the process in 2011. He reiterated that one of the primary objectives of these revisions, which he explained at the prior Council meeting, is to align the manual with recent law changes. Therefore, following the "old process" would be "plausibly untenable."

4. **Subcommittee Discussion**

The subcommittee reviewed pages 1 – 12 of the working draft. Edits, omissions, and items to be researched further were recorded by Mr. Kasper in the working draft. The subcommittee reviewed the language in the current manual some of which was not carried over to the draft proposed manual. Mr. Jim Cook expressed concern that removal of some of that language might alter the basic, advisory nature of the state's apprenticeship system.

The subcommittee's discussions and input were related to the following themes:

- i. The process of reviewing the working draft is challenging because parts of it were restructured and reorganized, which complicates efforts to identify and compare changes to specific policies.
- ii. When citing governing documents, such as state statutes and federal regulations, do not paraphrase or add language that creates confusion between the governing document and the manual. Rather, when appropriate, simply copy and paste language of the governing document. If further explanation is needed, ensure it does not confuse or conflict with the governing document.
- iii. Reinstate some of the sections that provided examples of technical assistance and were removed by the Bureau, e.g. definitions, the diagram of the Council and state committees, and how to calculate a

progressive wage scale. The sections provide a familiar, helpful reference to many stakeholders.

- iv. Use terms consistently throughout. For example, clarify whether "committee" refers to a state, local, joint or non-joint committee.
- iv. The subcommittee noted, and the Bureau explained, several instances of terms, phrases, or policies that are not familiar to construction sponsors and stakeholders but are applicable to other sectors of the economy or occupations developing their first registered apprenticeship. For example, the subcommittee noted that the Bureau can obtain input on minimum standards from sources other than a state committee, which is a standard operating procedure for the Bureau when developing a new apprenticeship for a sector that does not have a state committee.

5. Public Comment Period

No public attendees were present.

6. Next Steps

The subcommittee will meet next on Wednesday, March 23. The subcommittee recommended meeting from 8:30 a.m. – 3:00 p.m. Mr. Cook offered to host. Mr. Smith agreed to arrange the meeting.

- 7. The subcommittee adjourned at 2:00 p.m.

Submitted by Mr. Owen Smith & Andrew Kasper, BAS Analysts