

Approved Minutes of the
Electrical & Instrumentation
State Apprenticeship Advisory Committee

October 31, 2018

Mercury Marine

Fond du Lac, WI

Members Present	Employer / Organization
Butt, Nate	Quad Graphics
Cannestra, Anthony	GE Healthcare
Cestkowksi, Jim	MPI
Lundey, Dave	MMSD
Otte, Sonia	Sargento Foods, Inc.
Randall, Bob	Brakebush Brothers
Roach, Mike	Trane Co.
Woehlke, Scott	Mercury Marine
Members Absent	Employer / Organization
Fitzsimons, Mark	MillerCoors
Hafeman, Brian	PCA
Hankwitz, Dan	Kimberly Clark Corp
Consultants & Guests	Employer / Organization
Badger, Richard	Bureau of Apprenticeship Standards
Cattelino, Mike	Fox Valley Technical College
Grunewald, Jeff	Lakeshore Technical College
Hafner, Brian	Trane Co.
Haka, Stephanie	Bureau of Apprenticeship Standards
Johnson, Joshua	Bureau of Apprenticeship Standards
Kiel, Todd	Northeast Wisconsin Technical College
Montgomery, Mark	Waukesha County Technical College
Nakkoul, Nancy	Wisconsin Technical College System
O'Shasky, Lynn	Bureau of Apprenticeship Standards
Perkofski, Lisa	Bureau of Apprenticeship Standards
Smith, Owen	Bureau of Apprenticeship Standards

1. The meeting was called to order at 10:05 a.m. by Nate Butt, Committee Co-Chair, in conformance with the Wisconsin Open Meeting Law.
2. A roll call was conducted. A sign-in sheet was circulated. A quorum was present. Josh Ingram of Mercury Marine welcomed attendees.
3. The committee reviewed the current roster. The committee noted the roster needs to include Bob Sengbush, a representative from the northwest, Green Bay Packing, Bosch; also, two new members are needed to represent the Electrical & Instrumentation and Maintenance Technician trades.

4. **Old Business**

a. Review the follow-up items from the previous meeting:

i. For action: approve the minutes

The committee approved the minutes as written.

ii. For action: review and revise Electronic & Instrumentation registered apprenticeship

Owen reviewed that the committee requested the Bureau survey all E&I Technician sponsors their input on the current version of the program, their needs for skills in automation, the revised Industrial Electrician program, and the recommendations of the preliminary focus group. He said he did not survey sponsors since the spring meeting but will do so before the 2019 spring meeting.

He asked the committee whether it had additional requests. The committee reiterated its guidance that instrumentation is only one part of instrumentation and industry is becoming increasingly driven by all of automation. Many employers need to augment their current skilled workforce with skills in automation. Automation should not be local optional work processes within the current E&I program and it should not be its only program; it should be added fully into the current E&I program, if sponsors agree.

Nancy Nakkoul asked how that shift might affect related instruction. The committee replied that instrumentation and automation had been natural divisions of labor before and are now increasingly overlapping; however, it needs to be incorporated without compromising the core competencies of the industrial electrician program, which form the foundation of the E&I Tech program.

Nate Butt commented that Quad Graphics does not use the current E&I Tech program because Quad does not work with instrumentation; it would, though, certainly use a version that includes automation. Bob Randall concurred; Brakebush adopted the Mechatronics program because it, too, focuses heavily on automation.

Todd Kiel commented that millennials and younger generations are attracted to working with automation and would likely pursue a program that included it. Jim Cestkowski asked whether automation could be included optionally rather than lengthen the current program and risk it being unmanageable or discouraging to applicants. Owen replied that the survey data will help the committee decide how to include automation.

Action: the Bureau will survey sponsors and bring the result to the 2019 spring meeting.

iii. Would the Bureau develop a tutorial for posting jobs on JobCenterOfWisconsin.com?

Josh reviewed existing materials for learning how to post jobs on the website. The committee commented that many employers do not post externally for apprenticeship applicants; instead, they recruit internally. However, the increasing shortage of skilled workers is forcing companies to consider other recruitment avenues.

b. Implementing revisions to CFR 29.30

Josh reported the Bureau has yet to receive guidance from the U.S. Department of Labor and hopes to provide that guidance at the next meeting.

Attendees did not have questions or comments.

c. Federal grants to expand apprenticeship

Josh reported that the Bureau received two grants. The WAGE\$ grant has met or exceeded their projected numbers. Through the grant, the Bureau has been expanding registered apprenticeship into advanced manufacturing, health care, and information technology occupations. The Expansion grant received \$1.8 million and is in the second phase. Josh stated BAS will assist the committees in the expansion, recruitment and retainment of women and minority apprentices.

Attendees did not have questions or comments.

d. Presidential executive order to expand 'apprenticeship'

Josh discussed Industry Recognized Apprenticeship Programs (IRAPs). He emphasized that IRAPs will be piloted in non-traditional occupations, not construction or manufacturing trades, and will not require minimum hours for on-the-job learning or related instruction. IRAPs will be certified but the certification entities and requirements are being developed at this time. and by whom are unknown. All apprenticeships in Wisconsin will remain required to register with the Bureau.

Attendees did not have questions or comments.

e. BASERS

Josh reported that the next iteration of BASERS will allow sponsors to request contract actions.

Attendees complimented BASERS as streamlined as efficient.

f. Apprenticeship Completion Award Program

Josh referred to the handout provided in the meeting packet. He further explained the reimbursement allotments available to pay for books and tuition.

g. Other

Attendees did not have additional topics.

5. New Business

a. 2018 National Apprenticeship Week

Josh reviewed that National Apprenticeship Week will be November 12-18, 2018. He reported that Wisconsin placed fifth nationally last year in the number of events held, with 46 events. This year, the Bureau wants to win first place.

Attendees discussed events they and area partners will host. The committee commented that National Apprenticeship Week is most successful when it targets high schools and students.

b. 2019 27th Biennial Wisconsin Apprenticeship Conference

Josh reported the 27th Biennial Wisconsin Apprenticeship Conference will be held March 12-13, 2019 at the Madison Marriott West in Middleton, WI. He said the theme for this conference is "Workforce Next". There will be approximately 30 workshops and give keynote speakers, but not an apprenticeship expo. BAS will also provide a technical assistance guide session on March 11th. The Bureau will mail "Save the Date" cards soon.

Attendees did not have questions or comments.

c. BAS website changes

Josh reported that the Bureau is updating its homepage. The current page is focused on resources for current sponsors and apprentices; the revisions will focus the website towards applicants. Owen Smith will be instrumental in leading the new design. The revisions will streamline the occupations-specific pages and feature information on sponsors that are recruiting apprentices. The page is projected to launch in early 2019.

Josh noted that the website had not included sponsors because sponsors had requested to remain confidential or did not want to receive inquiries during non-hiring cycles.

Several attendees voiced support for including sponsors and revisions. Applicants need to be able to find explanations of various occupations easily and learn what the apprenticeships include.

d. BAS personnel changes

Josh reported the following changes: Kathy O'Sullivan, apprenticeship training representative (ATR) for LaCrosse, retired; Rachell Faber, ATR for Eau Claire, accepted an external position; and Matt White, policy analyst in Madison, accepted an external position. Stephanie Haka was hired as an additional ATR for Wausau; she will focus primarily on manufacturing.

Attendees did not have questions or comments.

e. Other

Attendees did not have questions or comments.

6. WTCS Update

Nancy Nakoul reported the Great Lakes Scholarship will be available for another year. Applications will close October 18, be reviewed in November, and announced in January.

7. Participants included 709 apprentices and 248 sponsors with a contract in active or unassigned status on October 1, 2018.

8. The committee tentatively scheduled its next meeting for April 3 at 10:00 a.m. Brakebush in Westfield, WI.
9. The meeting adjourned at 12:15 p.m.

*Submitted by Owen Smith,
Bureau of Apprenticeship Standards*

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Employment and Training Division
Bureau of Apprenticeship Standards
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Scott Walker, Governor
Ray Allen, Secretary
Chytania Brown, Division Administrator

October 29, 2018

TO: State E&I Apprenticeship Advisory Committee Members and Consultants

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

SUBJECT: **State Electrical & Instrumentation Apprenticeship Advisory Committee meeting**

DATE: **Wednesday, October 31, 2018**

TIME: 10:00 AM

PLACE: Mercury Marine
W6250 Pioneer Road
Fond du Lac, WI 54936-1939
Check in at the Plant 10 Guardhouse. You must present a photo ID.

TENTATIVE AGENDA

1. Call the meeting to order.
2. Introduce the attendees.
3. Review the roster.
4. **Old Business**
 - a. Review the follow-up items from the previous meeting:
 - i. **For action:** approve the minutes
 - ii. **For action:** review and revise Electronic & Instrumentation registered apprenticeship
 - iii. Tutorial for JobCenterOfWisconsin.com
 - b. Implementing revisions to CFR 29.30 (AA/EEO requirements)
 - c. Federal grants to expand "registered apprenticeship"
 - d. Presidential executive order to expand "apprenticeship"
 - e. Bureau of Apprenticeship Standards Electronic Registration System (BASERS)
 - f. Apprenticeship Completion Award Program
 - g. Other
5. **New Business**
 - a. 2018 National Apprenticeship Week
 - b. 2019 27th Annual Biennial Wisconsin Apprenticeship Conference

5. New Business, *continued*

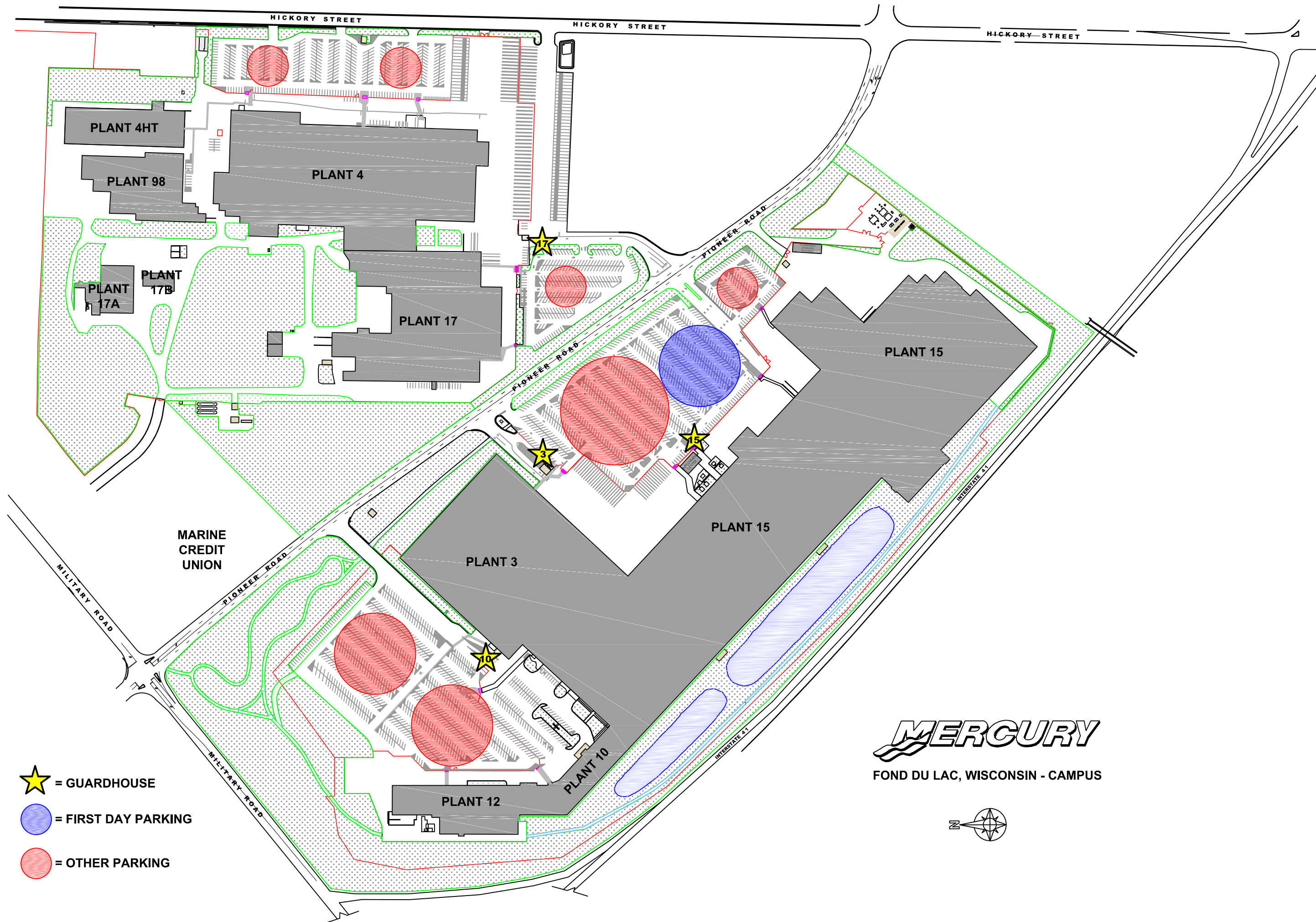
- c. BAS website changes
- d. BAS personnel changes
- e. Other

6. WTCS Update

7. Review the program participants.

8. Schedule the next meeting.

9. Adjourn.





WAGE\$ Grant Metric Update

Fall Committee Updates

9-4-18

Background

Wisconsin Apprenticeship Growth and Expansion Strategies (WAGE\$) is part of the American Apprenticeship Initiative - a competitively awarded federally funded 5-year grant being implemented between October 1, 2015, through September 30, 2020. WAGE\$ will accelerate the introduction of Registered Apprenticeship into Advanced Manufacturing, IT, and Healthcare statewide. The overarching goal is to sign on at least 1,000 apprentices into the WAGE\$ occupations by the end of the grant. Grant partners include the Wisconsin Technical College System and the eleven workforce development boards (WDBs.) Each WDB supervises at least one apprenticeship liaison who coordinates local activities and works with ATRs to conduct business outreach.

WAGE\$ trades/occupations (as of August 2018)

1. Advanced Manufacturing (all Adv Mfg trades are completed = no additional occupations being developed for WAGE\$)
 - Industrial Manufacturing Technician (existing before WAGE\$)
 - Maintenance Technician (existing before WAGE\$)
 - Welder – Fabricator (existing before WAGE\$)
 - Welder – Automated Welding (existing before WAGE\$)
 - Mechatronics Technician (newly created under WAGE\$)
2. Information Technology (IT) – all newly created under WAGE\$
 - Software Developer (completed, NCWWDB/Midstate begins fall 2018)
 - IT Service Desk Technician (launched August 2018; Waukesha Technical College is lead college. Program will become available statewide through interested technical colleges)
 - Data Analyst (anticipated launch Fall 2018; Chippewa Valley Technical College is lead college. Program will become available statewide through interested technical colleges)
 - IT #4 = TBD
 - IT #5 = TBD
3. Health Care
 - Community Health Worker (was developed by Dept of Health Services; considered newly created; no participation to date)
 - Pharmacy Technician (development in progress; expected completion late 2018; lead undetermined)
 - Medical Assistant (development in progress; expected completion fall 2018; UW-Health is leading development and will conduct the training which will be open to apprentices from the three large healthcare providers in the Madison area; the program will become available statewide through interested technical colleges following resolution of a certification issue.

Status of Main Grant Deliverables

The following table shows the status of the main grant deliverables. Statistics are usually calculated quarterly and after allowing time for parties to input their information. The statistics below were reported for the period ending August 24, 2018, except as otherwise noted. It is expected that the rate of increase in programs and sponsors will increase as more programs are developed and offered.

As of August 24, 2018:

Proposed through 9/30/18 and Actual
as of 8/24/18 unless otherwise noted

Capacity Building & Employer Metrics	To Date		Total proposed to end of grant
	Proposed to end of Year 3 ¹	Actual to 8/24/18	
Total # of Employers to Benefit from the Grant Program	130	129	383
Total # of Promotional/ Outreach Activities to Employers (through June 30, 2018)	1,975	1,997	3,000
Total # of Newly Registered American Apprenticeship Programs (new trades developed with grant funds)	49	24 ²	100
Total # of Existing Registered Apprenticeship Programs to be Expanded (existing trades when the grant began but the trade having new apprentices in the grant performance period)	59	112 ³	90
Employment & Training Metrics			
Total # of Participants to Receive Services Under this Grant (e.g includes participants served in pre-apprenticeship, apprenticeship, and by other grant activities) – through 6/30/18	4800	46,454	10,000
Total # of New Apprentices Registered ⁴	330	358	1,000

¹ Year 3 ends 9/30/18

² As of 8/24/18, there were 24 sponsors for Mechatronics Technician and 57 Mechatronics Technician apprentices with signed contracts. Although Software Developer was completed, no apprentices had signed contracts. The number of new sponsors and programs does not reflect a new IT Service Desk Technician sponsor and apprentice signed after the report was generated.

³ Count is the best available considering manual process of removing duplicate sponsor/programs.

⁴ Count is for apprentices, not contracts, as of 8/24/18. This number was calculated by # of contracts less the # of transferred contracts from a WAGE\$ occupation to another WAGE\$ occupation or a new/different sponsor.

WAGE\$ Trades and Contracts by Technical College		
Report Total: 365 contracts		
Technical College	# contracts	Trade
Blackhawk Technical College - Milton Campus - 22 Contracts		
	13	Mechatronics Technician
	8	Maintenance Technician
Chippewa Valley Tech. College - Chippewa Falls - 5 Contracts		
	5	Welder - Fabricator
Fox Valley Technical College - 59 Contracts		
	59	Maintenance Technician
Fox Valley Technical College Local 400 - 2 Contracts		
	2	Maintenance Technician
Gateway Technical College-Sturtevant - 8 Contracts		
	8	Maintenance Technician
Lakeshore Technical College - 100 Contracts		
	45	Industrial Manufacturing Technician
	44	Maintenance Technician
	11	Mechatronics Technician
Madison College - 12 Contracts		
	12	Maintenance Technician
Madison College-Truax Campus - 1 Contract		
	1	Maintenance Technician
Mid-State Technical College - 7 Contracts		
	7	Maintenance Technician
Milwaukee Area Technical College - 2 Contracts		
	2	Maintenance Technician
Nicolet Area Technical College - 2 Contracts		
	2	Welder - Fabricator
Northcentral Technical College - 24 Contracts		
	24	Maintenance Technician
Northeast Wisconsin Technical College - 19 Contracts		
	10	Maintenance Technician
	3	Welder / Automated Welding
	6	Welder - Fabricator
Southwest Wisconsin Technical College - 9 Contracts		
	9	Mechatronics Technician
Waukesha County Technical College - 78 Contracts		
	26	Maintenance Technician
	6	Welder - Fabricator
	24	Industrial Manufacturing Technician
	22	Mechatronics Technician
Western Technical College - 15 Contracts		
	15	Maintenance Technician

WAGE\$ Contracts by Trade through August 24, 2018

Trade Name	Count	Female	Minority & Race/Ethnicity*		
			Minority**	Black	Hispanic
Report Total:	365	10 (3%)	44 (12%)	13 (4%)	17 (5%)
Industrial Manufacturing Technician	68	6 (9%)	18 (26%)	9 (13%)	6 (9%)
Maintenance Technician	218	3 (1%)	21 (10%)	4 (2%)	7 (3%)
Mechatronics Technician	57	1 (2%)	4 (7%)	()	3 (5%)
Welder / Automated Welding	3	()	()	()	()
Welder - Fabricator	19	()	1 (5%)	()	1 (5%)

WAGE\$ Contracts by Trade through May 15, 2018

Trade Name	Count	Female	Minority & Race/Ethnicity*		
			Minority**	Black	Hispanic
Report Total:	289	10 (3%)	36 (12%)	13 (4%)	13 (4%)
Industrial Manufacturing Technician	68	6 (9%)	18 (26%)	9 (13%)	6 (9%)
Maintenance Technician	165	3 (2%)	14 (8%)	4 (2%)	4 (2%)
Mechatronics Technician	40	1 (3%)	3 (8%)	()	2 (5%)
Welder / Automated Welding	3	()	()	()	()
Welder - Fabricator	13	()	1 (8%)	()	1 (8%)

WAGE\$ Contracts by Trade through August 24, 2017

Trade Name	Count	Female	Minority & Race/Ethnicity*		
			Minority**	Black	Hispanic
Report Total:	169	4 (2%)	24 (14%)	11 (7%)	7 (4%)
Industrial Manufacturing Technician	37	2 (5%)	12 (32%)	9 (24%)	2 (5%)
Maintenance Technician	115	2 (2%)	10 (9%)	2 (2%)	3 (3%)
Mechatronics Technician	3	()	1 (33%)	()	1 (33%)
Welder / Automated	3	()	()	()	()
Welder - Fabricator	11	()	1 (9%)	()	1 (9%)

All ACAP Reimbursement Requests Processed (Time Period) - Summary

Apprenticeship Completion Award Program (ACAP)

Bureau of Apprenticeship Standards

Division of Employment and Training

9/5/18 08:12 AM

Filters Applied: Determination Date between 6/11/18 and 9/5/18, Fiscal Year(s)= FY19

Type	Fiscal Year	# of RRs	\$Approved	\$Denied
Year One	19		\$45,520.37	\$236,907.58
Year One Totals		208	\$45,520.37	\$236,907.58
Completion	19		\$67,315.84	\$421,393.17
Completion Totals		124	\$67,315.84	\$421,393.17
Report Totals		332	\$112,836.21	\$658,300.75



WTCS System-Wide Activity Update for August 2018

- **WTCS Apprenticeship Enrollment Trend:** For the 2017-18 academic year, WTCS enrollments for all apprenticeship programs increased from 6528 to 6783 unduplicated, and 7124 to 7279 duplicated, students. That is a 3.9% and 2.2% increase, respectively, for the 2017-18 year, as compared to 6.5% and 7.4% for the prior year.
- **WTCS Program Expansion under the WAGE\$ grant:** From March 2016 through July 2018, nineteen apprenticeship program approvals were obtained by various WTCS District for WAGE\$ targeted programs. Currently, 12 out of 16 Districts offer instruction for one or more of these programs.
- **Great Lakes Tools of the Trade/WTCS Apprenticeship Scholarships:** The Great Lakes Higher Education Foundation Board has once again committed to awarding 200 scholarships at \$1500 each for industrial and construction sector apprentices for the 2018-19 academic year.
- **Active WTCS-BAS Apprenticeship Programs, By Sector, Occupation, and College:** The master chart of all apprenticeship programs with related instruction offered through the WTCS can be found here via the following link. "Active" is defined as approved programs with enrollments in the past two years.
<https://mywtcs.wtcsystem.edu/wtcsinternal/cmsspages/getdocumentfile.aspx?nodeguid=2b3fe9c1-681d-4ceb-a612-f474b04aaa8b>

State Committee Report

State Electrical & Instrumentation Comm

This summary counts employers and apprentices with a contract active or unassigned on 10/1/2018 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	248	709	37	5.2	11	1.6
Electrical and Instrumentation (E & I) Technician (271028101801)	46	154	5	3.2	2	1.3
Industrial Electrician (282926101801)	135	296	17	5.7	5	1.7
Instrument Mechanic (271028102603)	1	1			0	
Maintenance Electrician (282926101802)	4	13	1	7.7	0	
Maintenance Technician (282926101805)	99	245	18	7.3	4	1.6