

Department of Workforce Development
Employment and Training Division
Bureau of Apprenticeship Standards
201 E. Washington Ave., Room E100
P.O. Box 7972
Madison, WI 53707
Telephone: (608) 266-3332
Fax: (608) 266-0766
Email: DWDDDET@dwd.wisconsin.gov



April 1, 2022

Wisconsin Apprenticeship Advisory Council

Tuesday, May 3, 2022

10:00 AM – 3:00 PM

WI Department of Workforce Development, Room F105

201 E Washington Ave

Madison, WI 53707

[Or attend the meeting virtually.](#)

Or call in: +1 608-571-2209; 405 755 29 #

Tentative Agenda

1. Call the meeting to order.
2. Record attendance.
3. Review the roster.
4. **Action Items**
 - a. Approve the minutes.
 - b. Revisions to *Wisconsin Apprenticeship Manual*
5. **Registered Apprenticeship Update**
 - a. BAS Director's Spring Call
 - b. Format of state committee meetings
 - c. Wisconsin-Germany Vocational Initiative
 - d. Update on CPA policy guidelines
 - e. Review of the Council By-Laws.
6. **Youth Apprenticeship Update**
7. **Wisconsin Technical System Update**
8. **Adjourn**

**DRAFT Minutes of the
Wisconsin Apprenticeship Advisory Council**

to Bureau of Apprenticeship Standards & Wisconsin Technical College System Board

February 16, 2022
Milwaukee Area Technical College w/ Virtual Option

Members Present	
Anthony, Jr., Ruben	Urban League
Barker, Daniel	Ariens Company
Blumer, Lindsey	WRTP/BIG STEP
Bukiewicz, Dan	Milwaukee Area Labor Council, AFL-CIO
Cook, Jim	NECA-IBEW
Emrick, Leigh	Associated Builders & Contractors of WI
Gall, Corey	Wisconsin Pipe Trades Association
Griffith, Tracey	WI Transportation & Builders Association
Grohmann, Gert	Associated General Contractors, Milwaukee
Hellenbrand, Callie	Alliant Energy
Hurt, Henry (Co-Chair)	Hurt Electric
Jacobson, Gene	PDC Electrical Contractors
Lentz, Seth	Workforce Development Board of South Central WI
McHugh, Shawn	Wisconsin Operating Engineers
Mortenson, Brandon	IAMAW District 10
O'Neill, Hollie	IBEW 2150, WI Electrical Power
Pfannerstill, Kathleen	Toolcraft Co., Inc.
Smith, Karin	Department of Public Instruction

Members Absent	
Daily, Michael	United Steel Workers District 2
Seeley-Schreck, Chrystal	Wisconsin Technical College System
Wieseke, Mark	UAW, Region 4
Consultants & Guests	
Abbott, Nic	Bureau of Apprenticeship Standards
Badger, Richard	Bureau of Apprenticeship Standards
Budda, Tim	Bureau of Apprenticeship Standards
Caldie, Thomas	Bureau of Apprenticeship Standards
Carter, Michelle	Division of Employment and Training
Conklin, Olivia	DWD Youth Apprenticeship
Crary, Cathy	DWD Youth Apprenticeship
Harding, Burt	Bureau of Apprenticeship Standards
Hendrickson, Craig	Youth Apprenticeship
Herber, Ryan	Bureau of Apprenticeship Standards
Kasper, Andrew	Bureau of Apprenticeship Standards
Knight, Joseph	Bureau of Apprenticeship Standards
Laesch, Steve	Division of Employment and Training
Madden, Caitlin	Department of Workforce Development
Myles, Tommie	Youth Apprenticeship
Nowak, Raquel	Bureau of Apprenticeship Standards
Olsen, Chuck	Bureau of Apprenticeship Standards
O'Shasky, Lynn	Bureau of Apprenticeship Standards
Phillips, Amy	DWD Youth Apprenticeship
Polk, David	Milwaukee Area Technical College
Popp, Corey	Bureau of Apprenticeship Standards
Pusch, Liz	Bureau of Apprenticeship Standards
Roddy, Elizabeth	Associated Builders & Contractors
Schofield, Trina	Bureau of Apprenticeship Standards

Smith, Owen	Bureau of Apprenticeship Standards
Tyson, Lindsey	Bureau of Apprenticeship Standards
Wagner, Mike	NECA-IBEW
Walsh, Julie	Mechanical and Sheet Metal Contractors Association
Webster, McKenzie	Bureau of Apprenticeship Standards
Williams, Jessica	Bureau of Apprenticeship Standards

1. The meeting was called to order at 10:05 a.m. by Co-Chair Hurt.
2. Mr. Owen Smith recorded attendance. A quorum was present.
3. The Council reviewed the roster. The Council welcomed Mr. Corey Gall, Wisconsin Pipe Trades Association, to the Employee Side of the Council. Mr. Barker announced that he will retire after this meeting, and Mr. Grohmann announced that he will retire later this year. The Council thanked both members for their years of service.

4. Action Items

a. Elect the Employer Co-Chair

The Council approved Mr. Mortenson as Employer Co-Chair.

b. Discuss the process of filing vacancies.

Mr. Smith reviewed that the Council will have three vacancies: the seat left by Mr. Reader, which will be extended to a healthcare representative; and the seats left by Mr. Barker and Mr. Grohmann. Mr. Polk reported that, prior to filling the vacancies, the Bureau and Policy Subcommittee will review the nomination procedures in the bylaws.

c. Approve the minutes.

The Council approved the minutes as revised.

5. Special Presentation by BAS Director Mr. David Polk

Mr. Polk recognized Mrs. Pusch for her diligent service during the transition between directors. He presented her with a card and gift on behalf of the Bureau. The Council applauded Mrs. Pusch.

Mr. Polk introduced himself to the Council and expressed his enthusiasm to work with registered apprenticeship. He explained that he completed the Plumbing registered apprenticeship, served as a plumbing inspector, and managed the apprenticeship program at Milwaukee Area Technical College. The Council welcomed Mr. Polk.

6. Registered Apprenticeship Update

a. BAS Director's Call and Surveys with State Committees

Mr. Smith reported that the Bureau will conduct two follow-up items this month from the prior meeting: schedule the Director's Call with State Committees; and survey each state committee for its preferred meeting format. Attendees did not have questions or comments.

b. Review of the *Wisconsin Apprenticeship Manual*

Ms. Pusch and Mr. Kasper reviewed the process timeline and current documents. A general discussion followed on the phases of the project, the appropriate reviewing entity in each phase, and how to include public comment.

Action: The Council approved the following motions:

1. Approve the working draft revisions pending a 30-day review
2. The primary entity for the review will be the Policy & Standards Subcommittee.
3. Prior to the 30-day review, BAS will provide a crosswalk of changes as an addendum.
4. The Subcommittee will then recommend a course of action to the full Council at its next meeting.

The Council asked whether the broader review would be either a "true" public comment period, similar to an administrative rule change, or a broader invitation of the Bureau to more stakeholders. Ms. Pusch replied that the process will honor the historical role of the Council and its subcommittees as the primary review entities; then the Bureau will invite broader comment, which will be reviewed by the Council and subcommittee. The *Manual* is not an administrative rule, so the process will not be similar to a "true" public comment period.

Co-Chair Mortenson recommended that the Bureau review the roster of the Policy and Standards subcommittee because several members have retired. Mr. Smith will review the roster and invite additional participants.

c. Pending projects of the Council subcommittees, e.g. by-laws, CPA guidelines, etc.

Co-Chair Hurt commented that the Council and its subcommittees expressed interest in and began several projects in 2021 that have seemingly "dropped off." Mr. Smith acknowledged the concern and stated that the Bureau noted and recorded the projects; the projects were tabled temporarily due to the transition of Bureau leadership and pending review of the *Wisconsin Apprenticeship Manual*.

Mrs. Pusch added that the projects were also tabled because the Bureau needed to ensure it was providing the base level of technical assistance to sponsors, CPA programs, and Youth Apprenticeship. The Bureau is not the same as it was two years ago; the vision and organization expanded, and the Bureau needed to ensure it positioned its staff.

Attendees did not have further comments or questions.

d. Wisconsin-Germany Vocational Training Social Partnership

Mrs. Pusch and Mr. Polk reviewed the objectives of the partnership and the status of the projects. The project received final approval and funding from the German Federation of Labor; the project manager will be hired soon; and the team will begin planning a kick-off event.

Co-Chair Mortenson added that he has been involved in the project and is impressed with its progress.

Attendees did not have further comments or questions.

e. 2021 Annual Registered Apprenticeship Participant Report

Mr. Kasper presented the annual report and discussed the key data points.

Mr. Lentz requested the Bureau provide similar data for certified pre-apprenticeships and a comparison between registered apprenticeship data and CPA data by sector. Mr. Kasper noted the request.

Attendees did not have further comments or questions.

7. Youth Apprenticeship Update

Ms. Conklin reviewed the YA list of industries and occupations and the overall year-end status report. She noted new programs added within the past year and trends in the data.

The Council thanked Ms. Conklin for her report.

8. Wisconsin Technical College System Update

a. 2019-2020 WTCS Apprenticeship Completer Report

Ms. Nakkoul reviewed the most recent report. She emphasized that the data reflects apprenticeship graduates that completed related instruction through the WTCS only; the data does not include apprentices that completed related instruction through an independent training provider. She noted the skew in the data that was influenced by the pandemic and answered questions about how the wages and salary data was collected and calculated.

A general discussion followed on the structure of the report, data trends by sector and occupation, and a potential means of comparing similar results from two or four-year degree programs.

Co-Chair Hurt thanked Ms. Nakkoul for her report and directed the Council to the next item on the agenda.

b. Preparing to Teach Transition to Trainer

Ms. Nakkoul reviewed the WTCS website that contains the administrative guidance for instructors, the curriculum, and the master calendar of upcoming courses required for recertification. She noted that nearly all instructors that were certified to teach the course prior to 2021 are now certified to teach the revised curriculum. The WTCS and BAS have shifted their focus to providing the courses necessary to certify new instructors.

Attendees did not have comments or questions.

9. The Council adjourned at 1:35 p.m. It will meet next on May 3. In the interim, the Bureau will schedule and communicate meetings of the Policy and Standards subcommittee.

Submitted by Mr. Owen Smith, Senior Analyst