

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

**November 4, 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
Kumm, Nicholas	Marshfield Utilities
Muench, Mark	Alliant Energy
Nitek, Jeremy	Dairyland Power
Reinceck, Scott	IBEW Local 2150
Tremaine, Todd	City of Oconomowoc Utilities
<b>Members Absent</b>	<b>Employer / Organization</b>
<b>Consultants &amp; Guests</b>	<b>Employer / Organization</b>
Jungwirth, Christina	Northeast Wisconsin Technical College
Mayek, Mandy	Mid-State Technical College
Nakkoul, Nancy	Wisconsin Technical College System
Schmidt, Kendall	Chippewa Valley Technical College
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 Chartier in conformance with the Wisconsin Open Meeting Law.
2. Mr. Smith recorded attendance. A quorum was present.
3. The committee reviewed the current roster. The state committee recommended the following updates: extend the vacancy to Excel Energy or Oakdale Electric, which are in the west of the state; Mr. Buros' employer is Vernon Electric.

#### **4. Action**

**a. Approve the minutes.**

The state committee approved the minutes as revised: Mr. Chartier is listed incorrectly as the Co-Chair.

**b. Review the related instruction.**

Mr. Smith reviewed that the Bureau and Wisconsin Technical College System began a five-year cyclical review of all related instruction.

Ms. Nakkoul explained that WTCS began by surveying sponsors for input on necessary updates and then invited instructors to review employers' feedback. The instructors have questions for the committee and will then bring a final recommendation to the 2022 spring meeting.

Ms. Nakkoul reported that the overall feedback on the related instruction for Electric Line Worker is that the curriculum is "solid."

Ms. Mayek reported that instructors recommend updating some competencies in the related instruction for Metering Tech, which will be brought to the 2022 spring meeting. She reviewed that Mid-State is the only college that offers the registered apprenticeship; the program is small but important. She noted that she is collaborating with the WTCS to verify whether the employers were surveyed for input on the current curriculum, not the older curriculum.

The state committee agreed that Metering Tech is a small but critical occupation; the related instruction should be current with industry needs.

**Action:** *Midstate and WTCS will determine whether a new survey is needed; if it is, BAS will distribute it to sponsors.*

Ms. Mayek reported that the instructor for Substation Electrician will be moving to another position. Ms. Jungwirth reported that Northeast Wisconsin Technical College will continue offering Substation Electrician with a new instructor.

**c. Review the state standards.**

Mr. Smith reviewed that the *Wisconsin Apprenticeship Manual* provides the boilerplate language for 90% of all state standards. The *Manual* is under review by the Department of Workforce Development and the WI Apprenticeship Advisory Council. Once the review concludes, the Bureau will update each state committee's standards accordingly and present the new language to the state committee.

Mr. Smith reminded the committee that the 10% of policies with the state standards that are unique to the committee, such as the on-the-job learning and related instruction, can be reviewed at any time.

Attendees did not have questions or comments.

**d. Discuss whether to align Electrical Power Distribution with Electric Line Worker.**

Ms. Nakkoul reviewed the options for and benefits of aligning the two programs.

**Action:** *The state committee supported a general alignment to be used at the discretion of the sponsor and cautioned that requiring the alignment or both credentials would likely conflict with union contract agreements and municipal utilities' practice of transferring trainees between departments.*

## **5. For discussion:**

### **a. Mandatory registration in BASERS, effective July 1, 2021**

Mr. Smith reviewed that, effective July 1, all sponsors are now required to do the following: register in BASERS and register new contracts in BASERS.

Attendees did not have questions or comments.

### **b. Implementing revisions to CFR 29.30**

Mr. Smith reported that Apprenticeship Training Representatives have begun to review local committees' affirmative action plans. The reviews had been delayed due to the pandemic. Local committees can expect to be contacted soon by their ATR.

Attendees did not have questions or comments.

### **c. Implementing Transition to Trainer and Teaching Transition to Trainer**

Mr. Smith and Ms. Nakkoul reviewed that the course was revised in 2020 and instructors certified prior to 2021 must take a three-hour refresher in the revisions by December 31, 2021. The final refresher has been scheduled for November 12, 1-4 p.m., online. The Wisconsin Technical College System and Wisconsin Apprenticeship have coordinated four refreshers this year; the next refresher is the last. Instructors who do not take it must continue to teach the old curriculum.

Attendees did not have questions or comments.

### **d. Supportive services and OJL reimbursement for registered apprentices**

Mr. Smith reviewed that reimbursements are available to sponsors for hiring graduates of qualified certified pre-apprentices and youth apprenticeships and reimbursements are available to qualified apprentices for supportive services. He noted the details and points of contact were communicated to sponsors and apprentices through BASERS and official letters.

Attendees did not have questions or comments.

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

Mr. Smith reported that the campaign, "Apprenticeship: A Different Kind of Classroom," is underway and encourages women and minorities to pursue registered apprenticeships. The campaign includes social media collateral, billboards, bus wraps, outreach material, and electronic media spots. He played a video from the campaign.

Attendees did not have questions or comments.

### **f. Apprenticeship Completion Award Program**

Mr. Smith reported that the program continues to be an example of strong bipartisan support for registered apprenticeship. It has been renewed multiple times. Reimbursements are granted on a first come, first served basis while funds last. All funds were dispersed during the last fiscal year, which concluded June 30. The allocation for the current fiscal year was increased by the legislature.

Attendees did not have questions or comments.

### **g. 2021 National Apprenticeship Week**

Mr. Smith reported that Wisconsin will observe National Apprenticeship November 14 -20.

Attendees did not have questions or comments.

**h. BAS leadership and personnel changes**

Mr. Smith reported that Director Johnson accepted a new position as Assistant Director Of Diversity and Inclusion with Jobs for the Future, a national nonprofit organization. Director Johnson's last day with Wisconsin Apprenticeship was October 8.

Attendees did not have questions or comments.

**i. Other**

Attendees did not have questions or comments.

**7. WTCS Update**

Ms. Nakkoul discussed the items included on the written report, particularly scholarships available to eligible registered apprenticeships.

Attendees did not have questions or comments.

**8. Review the program participants.**

The state committee reviewed the participant statistics and did not find discrepancies.

9. The Bureau will be schedule the next meeting via electronic survey.

10. The meeting adjourned at 11:30 a.m.

*Submitted by Owen Smith, Senior Analyst, Wisconsin Apprenticeship*

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.



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 [dwddetgrants@dwd.wisconsin.gov](mailto:dwddetgrants@dwd.wisconsin.gov).

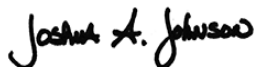
The on-the-job learning reimbursements are part of a Wisconsin grant initiative, using federal grant funds, to help defray the extraordinary costs of training apprentices. Employers may be eligible for up to a \$1,000 reimbursement for each apprentice that they hired between July 1, 2019 and January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

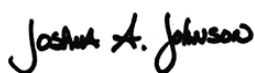
**All other Wisconsin counties**

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