

August 22, 2023

TO: Electrical & Instrumentation State Apprenticeship Advisory Committee Members

FROM: [Owen Smith, Bureau of Apprenticeship Standards](#)

SUBJECT: Electrical & Instrumentation State Apprenticeship Advisory Committee

DATE: Tuesday, October 10, 2023

TIME: 10:00 a.m. – 12:00 p.m.

ATTEND: [Attend virtually.](#)

Attend via phone.

Call: 608-571-2209.

Enter code: 813 720 080#.

Attend in person.

Department of Workforce Development, Room F105
201 E Washington Ave
Madison, WI 53703

AGENDA

Public comment will occur only when noted, after committee discussion and prior to committee action.

1. Call the meeting to order.
2. Introduce and record attendees.
3. **Administrative tasks, with potential action**
 - a. Review the roster.
 - b. Approve the minutes.
4. **Policy discussions, with potential action (public comment)**
 - a. Review polies identified in spring for potential revision.
5. **Policy discussions, without action**
 - a. Questions from the Director's Call.
 - b. Pending revisions to Maintenance Technician Exhibit A
 - c. Other
6. Review program participants.
7. Adjourn.

Draft minutes of the
Industrial Mechanical and Fluid Maintenance
State Apprenticeship Advisory Committee

May 04, 2023

Department of Workforce Development
Madison, WI, w/ Virtual Option

Members Present	Employer / Organization
Butt, Nate (Co-Chair)	Quad Graphics
Laehn, Steve	Sargento Foods, Inc.
Palzill, Craig	Madison Metropolitan Sewerage District
Randall, Bob	Brakebush Brothers
Woehlke, Scott	Mercury Marine
Members Absent	Employer / Organization
Cannestra, Anthony (Co-Chair)	GE Healthcare
Cestkowksi, Jim	MPI
Dehnel, Charlie	Domtar
Hafeman, Brian	PCA
Winkler, Mike	John Deere Horicon Works
Zak, Tyler	Kimberly Clark
Consultants & Guests	Employer / Organization
Abbott, Nicholas	Bureau of Apprenticeship Standards
Herber, Ryan	Bureau of Apprenticeship Standards
Jungwirth, Christina	Northeast Wisconsin Technical College
Metko, Katie	Northcentral Technical College
Nakkoul, Nancy	Moraine Park Technical College
Nowak, Raquel	Bureau of Apprenticeship Standards
O'Shasky, Lynn	Bureau of Apprenticeship Standards
Polk, David	Bureau of Apprenticeship Standards
Sanger, Jenny	Bureau of Apprenticeship Standards
Smith, Owen	Bureau of Apprenticeship Standards

1. The meeting was called to order at 10:03 a.m. by Mr. Owen Smith in conformance with the Wisconsin Open Meeting Law.
2. Attendees introduced themselves. Mr. Smith recorded attendance. A quorum was present.

3. Old Business

a. Review the roster.

The committee verified that the roster is current.

b. For action: approve the minutes.

The state committee approved the minutes as written.

c. Review revised Exhibit A for Maintenance Technician in the fall.

Owen reported that he was unable to convene the focus group during the winter due to scheduling conflicts. In addition, the Bureau will continue to implement the revised state standards through summer. Therefore, he recommended he update the group on the Maintenance Technician project in the fall.

The state committee agreed to discuss the project further in the fall.

4. New Business

a. Review the revised template for state standards.

Mr. Smith discussed the three objectives of revising the state standards: incorporate the revised content and terms from the Wisconsin Apprenticeship Manual; incorporate updated policies from the Department of Labor; and cite policies as established by the Manual or committee.

Mr. Smith explained that the revised table of contents reflects the operational scope of state committees: they establish minimum standards but are not parties to the apprentice contract. Section one included policies for state committees established in the Manual; section two included policies established by the state committee.

Policies that pertain to sponsors, such as evaluating and completing apprentices, were omitted; they will be addressed in the revised template for sponsors.

The state committee asked whether the Bureau will provide guidance regarding "eligible non-citizens." Owen affirmed the Bureau will provide guidance once it receives more information from the Department of Labor.

b. For action: verify policies established by the state committee.

Action: the state committee verified that the policies it established in its standards were included in the revised template.

c. For action: identify policies established by the state committee to review in fall.

Action: the state committee agreed to review these policies in the fall

- *Minimum education requirement*
- *Minimum age*
- *Employ a journeyworker, qualified supervisor, or other individual...*
- *Requirements for supervision*

d. Questions from the Director's Call.

Mr. Smith reminded the committee that the Bureau will share apprenticeship-wide updates on the Directors' Call so each committee's individual meeting will be dedicated to its unique policies. However, the Bureau includes this topic on each agenda to ensure an opportunity to ask follow-up questions.

Attendees did not have questions or comments.

e. Communicating state committee meetings to the public

Mr. Smith reported that he will discontinue cc'ing non-members on courtesy notifications of state committee meetings for appointed members. He reminded attendees that state committee meetings are open to the public and posted publicly; therefore, sending courtesy copies to non-members is unnecessary. He will continue emailing a courtesy meeting invitation to appointed members, who are welcome to forward it to colleagues. Non-members must check the websites.

Attendees did not have questions or comments.

f. Other

Attendees did not have questions or comments.

6. The state committee reviewed the participant statistics and did not have questions or comments.
7. The meeting adjourned at 11:50 a.m. The Bureau will determine the next meeting via electronic survey.

Submitted by Owen Smith, Senior Analyst, Wisconsin Apprenticeship

State Committee Report



This summary counts employers and apprentices, between 8/22/2023 and 8/22/2023 with contract status as Active & Unassigned in occupation(s) associated with this committee.

Report is based on apprentice contracts where:

- Contract sector is 'Industrial'.
- 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
Report Total	842	105	12.5	20	2.4	384	45.6	458	54.4	272	98	36.0	177	65.1
Electrical and Instrumentation (E & I) Technician (00-0000.00)	179	12	6.7	4	2.2	121	67.6	58	32.4	57	30	52.6	28	49.1
Industrial Electrician (00-0000.00)	363	55	15.2	12	3.3	158	43.5	205	56.5	142	51	35.9	91	64.1
Maintenance Electrician (00-0000.00)	5	0	0	0	0	5	100.0	0	0	2	2	100.0	0	0
Maintenance Technician (00-0000.00)	296	38	12.8	4	1.4	100	33.8	196	66.2	116	30	25.9	88	75.9



Historical Report by Year

Report Period: 2023* and Previous -10 Years

*Current year is YTD data as of Run Date: 08/22/2023		
Run Date: 08/22/2023		
State Electrical & Instrumentation Comm		
Sponsored Trade Group(s): Industrial		
Year	Active Apprentices	Active Sponsors
2013	355	141
2014	397	155
2015	459	174
2016	506	184
2017	529	186
2018	619	218
2019	700	247
2020	750	259
2021	737	268
2022	777	266
2023	794	264

