

**Approved Minutes of the
Arborist
State Apprenticeship Advisory Committee**

October 20, 2021
Virtual

Members Present	Employer / Organization
Birmschein, Anna	Colonial Tree Care
Harris, Tim	Buckley Tree Care
Hoppe, August	Hoppe Tree Service
Krouse, Randy	City of Milwaukee Forestry
Reince, Ben	Wachtel Tree Service
Members Absent	Employer / Organization
Welch, Jon	Crawford Tree & Landscape
Consultants & Guests	Employer / Organization
Badger, Richard	Bureau of Apprenticeship Standards
Christiansen, Roxanne	Milwaukee Area Technical College
Conklin, Olivia	Bureau of Apprenticeship Standards
Herber, Ryan	Bureau of Apprenticeship Standards
Hoffman, Joe	Midstate Technical College
Miller, Zach	M&M Tree Care
Nakkoul, Nancy	Wisconsin Technical College System
Rogers, Elton	Milwaukee Area Technical College
Smith, Owen	Bureau of Apprenticeship Standards
Wahl, Brian	Department of Natural Resources

1. The meeting was called to order at 1:03 p.m. by Randy Krouse, Committee Co-Chair, in conformance with the Wisconsin Open Meeting Law.
2. Mr. Owen Smith, webinar host, recorded attendance. A quorum was present.
3. The committee reviewed the current roster. No changes were needed.

4. Action

a. Approve the minutes.

The state committee approved the minutes as written.

b. Expand the size of the committee.

Mr. Smith reviewed that the committee approved two motions in the past pertaining to the growth of the program and committee: non-sponsors can no longer serve on the committee; and the Bureau should invite new sponsors to join the committee, up to its maximum size of 20 members.

Mr. Smith reviewed that the Bureau's standard operating procedure is to receive nominations for the Employer side of the committee from industry organizations, which would be the Wisconsin Arborist Association and the Tree Care Industry Association. He noted that the WAA had stated it did not have internal mechanisms in place to identify member companies that are also sponsors.

Therefore, Mr. Smith reviewed that the Bureau will email new sponsors and recommend the following: sponsors that are part of the WAA should express their interest to Mr. Hoppe; sponsors that are not part of the WAA should express their interest to Mr. Smith.

The state committee agreed.

c. Discuss industry organization sponsors.

The discussion on expanding the size of the committee segued into the Bureau's recommendation that the WAA consider becoming an industry sponsor. Mr. Smith noted that this is a common practice in the construction and manufacturing sectors, as well as with the Organic Vegetable Farm Manager registered apprenticeship. If an industry organization sponsors a program, it establishes its own standards within the parameters of the state standards, processes apprenticeship contracts, and recruits additional participants.

The state committee acknowledged the potential value of the WAA becoming a sponsor and reported that it would require further discussion amongst WAA leadership; it would be a longer-term consideration.

d. Identify outreach activities for 2022.

The state committee discussed industry outreach activities for the upcoming year, including WAA conferences, youth apprenticeship events, and certified pre-apprenticeship events.

5. Discussions

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.

The state committee replied that all new sponsors registered in BASERS and register new contracts in BASERS.

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

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 reported that the WTCS began a five-year cyclical review of related instruction. The project will review Arborist related instruction next year. The process will begin with a survey of instructors; the results will then be presented to the state committee for further input.

Attendees did not have questions or comments.

8. The state committee reviewed its participant data and did not have questions or comments.
9. The Bureau will schedule the next meeting via electronic survey.
10. The meeting adjourned at 11:30 a.m.

*Submitted by Owen Smith, Program and Policy Analyst,
Bureau of Apprenticeship Standards*

October 19, 2021

TO: State Arborist Apprenticeship Advisory Committee

FROM: Owen Smith, Bureau of Apprenticeship Standards; owen.smith@dwd.wisconsin.gov

SUBJECT: **State Arborist Apprenticeship Advisory Committee Meeting**

DATE: **Wednesday, October 20, 2021**

TIME: **10:00 a.m.**

ACCESS: [Join the virtual meeting.](#)
Audio only: 608-571-2209
Audio code: 145 732 816#

TENTATIVE AGENDA

1. Call the meeting to order.
2. Introduce the attendees.
3. Review the current roster.
4. **Action Items**
 - a. Approve the minutes.
 - b. Expand the size of the committee.
 - c. Discuss industry organization sponsors.
 - d. Identify outreach activities for 2022.
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 5th at 2 p.m. CST. Awards may be made as soon as March 15th. 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.

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
2342 North 27th Street
Milwaukee, WI 53210

Office 414-270-1743
Cell 414-852-1914

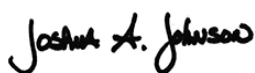
All other Wisconsin counties

South Central Workforce Development Board
Jeff Kennedy
jkennedy@wdbscw.org
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

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">• Carpentry (All)• Wastewater Treatment• Electrical (All)• Industrial Manufacturing Technician• IT-Service Desk	<ul style="list-style-type: none">• HVAC (ABC)• Mechatronics• Barber/Cosmetology• Bricklaying/Masonry• Industrial Electrical, Maintenance Technician, and E&I Technician

<ul style="list-style-type: none"> IT-Software Developer 	<ul style="list-style-type: none"> Arborist Electric Line, Metering Technician, and Substation Electrician
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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 10/19/21 9:13 AM

Wisconsin Bureau of Apprenticeship Standards

State Committee Report



This summary counts employers and apprentices, between 10/15/2021 and 10/15/2021 with contract status as Active & Unassigned in occupation(s) associated with this committee.

Report is based on apprentice contracts where:

- Contract sector is 'Service'.
- 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	88	6	6.8	5	5.7	0	0	88	100.0	17	0	0	17	100.0
Arborist (0340868401801)	88	6	6.8	5	5.7	0	0	88	100.0	17	0	0	17	100.0