

March 31, 2021

TO: State Machine Tool Apprenticeship Advisory Committee Members and Consultants

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

SUBJECT: State Machine Tool Apprenticeship Advisory Committee Agenda

DATE: Thursday, April 15, 2021

TIME: 1:00 p.m.

PLACE: <https://dwdwi.webex.com/dwdwi/j.php?MTID=m62fddf021e845c231af7531eaa0d642b>

Mtg number: 145 440 6277
Password: m9cYK2qhAP9
Via phone: 1-855-282-6330 US TOLL FREE
Access code: 145 440 6277

TENTATIVE AGENDA

1. Call the meeting to order.
2. Distribute the sign-in sheet.
3. Review the roster.
4. **Action items**
 - a. Approve the minutes.
 - b. Develop state standards for Injection Mold Specialist.
 - c. Implement the Industrial Metrology Technician registered apprenticeship.
 - d. Revise the youth apprenticeship curriculum.
 - e. Revise the state standards.
 - f. Review the related instruction.
5. **Discussion items**
 - a. Registered apprenticeship during COVID-19
 - b. Mandatory registration in BASERS, effective July 1, 2021
 - c. Implementing revisions to CFR 29.30
 - d. [Biden Administration Bolsters Registered Apprenticeship](#)
 - e. [National Apprenticeship Act 2021](#)
 - f. [Wisconsin Apprenticeship Completer Report](#)
 - g. [Race and Registered Apprenticeship: RA's Role in Driving Equity](#)
 - h. Implementing Transition to Trainer and Teaching Transition to Trainer
 - i. Supportive services and OJL reimbursement for registered apprentices
 - j. Applicant outreach campaign and revisions to www.WisconsinApprenticeship.org
 - k. Apprenticeship Completion Award Program

- l. BAS leadership and personnel changes
- m. 2021 National Apprenticeship Week
- n. Other

- 6. WTCS Update
- 7. Review the program participants.
- 8. Schedule the next meeting.
- 9. Adjourn.

Draft Minutes of the
Machine Tool
State Apprenticeship Advisory Committee

October 8, 2020
Virtual

Members Present	Organization / Employer
Haban, Eric (Co-Chair)	LDI Industries
Heins, Ken	KLH
Rainey, Tony	Master Lock Company
Members Absent	Organization / Employer
Bates, Dan	Rexnord
Brockelman, Doug	Stanek Tool Corp
Johnson, Greg	PowerTest
Schneider, Roque	Mercury Marine
Consultants and Guests	Organization / Employer
Badger, Richard	Bureau of Apprenticeship Standards
Dragosh, Chris	Fox Valley Technical College
Fontanez, Carol	Waukesha County Technical College
Grunewald, Jeff	Fox Valley Technical College
Haka, Stephanie	Bureau of Apprenticeship Standards
Johnson, Joshua	Bureau of Apprenticeship Standards
Metko, Katie	Northcentral Technical College
Polk, David	Milwaukee Area Technical College
Ray, Wes	Bureau of Correctional Facilities
Smith, Owen	Bureau of Apprenticeship Standards

1. The meeting was called to order at 1:03 p.m. by Co-Chair Eric Haban, in conformance with the Wisconsin Open Meeting Law.
2. Mr. Smith recorded attendance.
3. The committee reviewed the current roster. A quorum was not present. The committee expressed concerned at the trend of low attendance. Mr. Smith agreed; he noted that several members have retired or left their positions. He will recruit additional members throughout 2021.

4. Special Topics

a. Registered apprenticeship during COVID-19

Director Johnson reported that 1,000 less apprentices are registered than this time last year. The most noticeable declines are in the service and utility sectors; construction was affected the least. He noted that the decline was due mostly to the absence of new apprentice contracts.

Director Johnson noted that Bureau staff have been working from through since March and will continue through 2020. He thanked all attendees for their organizations' support for virtual meetings and continuing business as usual, to the extent possible.

The state committee and its consultants reported the following:

- Many companies have frozen hiring.
- Milwaukee Area Technical College, Lakeshore Technical College, and Fox Valley Technical College stopped classes in March and resumed "recovery" classes in the summer so apprentices could finish the semester. Many classes are offered face-to-face and adhere to social distancing guidelines.

b. Mandatory registration in BASERS, effective July 1, 2021.

Director Johnson reported that he has proposed that all current and future sponsors must register in and perform contract actions through BASERS as of July 1, 2021. Sponsors that do not comply will not be permitted to register new apprentices. He will discuss the proposal with the WI Apprenticeship Advisory Council at its upcoming meeting. The objective of the proposal is to position BASERS as the central contract and communication portal between the Bureau and all sponsors, now and in the future.

The state committee reported that BASERS works very well.

c. Presentation by Bureau of Correctional Facilities

Director Johnson introduced Mr. Wes Ray, Director of the Bureau of Correctional Facilities, whom he invited to discuss opportunities for how BCF may help employers meet staffing challenges and whether employers may serve on the BCF oversight board.

Mr. Ray presented a video overview of BCF to attendees. He noted that the program helps offenders find meaningful work. The program is a sales-funded organization within the Department of Corrections that is run like a business. More than 70% of program participants do not return to DOC. He invited attendees to consider hiring offenders that participate in BCF programs and potentially serving on the prison industry board, a nine-member oversight board.

Attendees asked whether BCF programs operate in the northern part of the state. Mr. Ray replied that his program partners with Stanley Correctional Institute to make sign products.

A consultant from Wausau asked how the program may be related to welding and machine tool training provided by technical colleges. Mr. Ray replied that several correctional facilities receive welding instruction and older equipment from technical colleges.

The state committee thanked Mr. Ray for his presentation.

5. Old Business

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

i. The committee approved the minutes as written.

ii. Review minimum hours for remaining registered apprenticeships.

Mr. Smith reviewed that the state committee decided to lower the RI hours on the Exhibit A's for a few programs to align them with the Tool and Die requirements. The lowered hours do not represent a decrease in content; they represent an adjustment to the minimum hours that encompasses the variety of instructional hours a college may use to deliver the content. The state committee did not have a quorum; if a quorum is not present at the next meeting, the Bureau will implement the revisions made by the members present.

Attendees did not have questions or comments.

iii. Adopt statewide minimum standards for Injection Mold Specialist.

Mr. Smith reviewed that this program was once under the advisement of the state committee but has not been for years. It is widely used by sole sponsors and is a strong candidate for state standards. The Bureau recommends that the Bureau develop state standards that would include the range of work processes and hours used by sole sponsors and incorporate the occupation into the state committee.

The state committee recommend the Bureau research the number of sponsors and survey their interest.

iv. Implementing the Industrial Metrology Technician registered apprenticeship.

Mr. Smith reviewed that the program is complete and is under standard administrative review the pilot technical college, WTCS state board, and Bureau. This phase of development is standard. Once all administrative approvals conclude, the Bureau will implement the program. The Bureau projects the program will be implemented in early 2021.

The state committee expressed concern that the development and approvals take too much time. Mr. Smith replied that the process is occurring to standard. The program development process commonly takes six to twelve months due to several factors: employer availability; consensus; and necessary administrative approvals. In the meantime, employers can train their workers accordingly and grant credit for prior learning once the worker registers as an apprentice.

b. Implementing revisions to CFR 29.30

Mr. Kasper reported the Bureau's current efforts to implement CFR 29.30. The Bureau continues to update the Wisconsin Apprenticeship Manual with laws that were passed since the manual was last revised, such as CFR 29.30. The Bureau drafted the new discrimination and harassment complaint form and disability disclosure form for apprentices and revised the quality assessment for all sponsors.

The discrimination form and quality assessment form will be reviewed by the WI Apprenticeship Advisory Council at its year-end meeting. The disability disclosure form has been in circulation for the past few months and the response rate was been high.

Attendees did not have questions or comments.

c. Federal grants to expand registered apprenticeship

Director Johnson reported that the WAGE\$ grant concluded in September. The Bureau met most of its goals with exception of enrollment in some new occupations, which is not a surprise because enrollment in new occupations grows slowly.

The first and second rounds of the state expansion grant expire on October 30. Round two includes reimbursements to sponsors that hire underrepresented populations and graduates of certified pre-apprenticeship programs; the reimbursements cover certain costs of on-the-job learning. Reimbursements will be issued on a first come, first served basis. The related policies are pending approval of the Department of Administration populations.

The Bureau received a fourth round of federal grant funding, totaling \$9 million. The grant goals include the following: register 3,000 new apprentices; increase underrepresented populations in registered apprenticeship; align related instruction for specific registered apprenticeships with curriculum in technical diploma and associate degree programs; incentivize sponsoring registered apprentices; fund an extensive, applicant-focused outreach campaign; and hire an Apprenticeship Navigator for the northeast and four new Apprenticeship Training Representatives for specific sectors, excluding construction.

Director Johnson noted that he was excited that the Department of Labor awarded the grant to the Bureau after the retirement of former director, Karen Morgan. He considered the grant a sign of faith in his leadership. Forty-two states received a base of \$450,000, and only eight states received more than \$8 million.

Attendees did not have questions or comments.

f. Industry-Recognized Apprenticeship Programs (IRAPs)

Director Johnson reported that IRAPs were implemented this year and the standards recognition entities, or approving bodies, were announced on the Department of Labor website this September. The Bureau, with the support of the WI Department of Workforce Development, maintains it will not approve IRAPs in Wisconsin. Instead, the Bureau will offer flexible registered apprenticeships.

Attendees did not have questions or comments.

g. Applicant outreach campaign and revisions to www.WisconsinApprenticeship.org

Director Johnson reported that the applicant outreach campaign to be funded by the new federal grant will include a complete redesign of the Bureau website. The new website will look and function like a business website and be more user-friendly.

Attendees did not have questions or comments.

h. Apprenticeship Completion Award Program

Director Johnson reviewed the most recent reimbursement statistics. He reiterated that ACAP has continued to be a clear example of bipartisan support for registered apprenticeship for several years.

Attendees did not have questions or comments.

i. Other

Attendees did not have additional topics.

6. New Business

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

Director Johnson reported that he has proposed that all current and future sponsors must register in and perform contract actions through BASERS as of July 1, 2021. Sponsors that do not comply will not be permitted to register new apprentices. He will discuss the proposal with the WI Apprenticeship Advisory Council at its upcoming meeting. The objective of the proposal is to position BASERS as the central contract and communication portal between the Bureau and all sponsors, now and in the future.

The state committee reported that BASERS works very well.

b. For action: revising state standards.

Mr. Smith reported that all state committees will review their state standards throughout 2021 to ensure all recent legislative and policy updates have been incorporated and all content is current.

Attendees did not have questions or comments.

c. 2020 Meeting of National Association of State and Territorial Apprenticeship Directors

Director Johnson reported that the NASTAD Conference was held virtually the week of September 29. States reported issues similar to those encountered by Wisconsin Apprenticeship: IRAPs, youth apprenticeship, etc.

Attendees did not have questions or comments.

d. 2020 National Apprenticeship Week

Director Johnson reported that National Apprenticeship Week will occur the week of November 8. Sponsors and stakeholders are encouraged to host virtual events and provide the access information to the Bureau for inclusion on the master calendar.

Attendees did not have questions or comments.

e. 2021 Biennial Apprenticeship Conference

Director Johnson reported that he and the WI Apprenticeship Advisory Council voted to postpone the conference until the spring of 2022 due to COVID-19.

Attendees did not have questions or comments.

f. Revising Transition to Trainer and Teaching Transition to Trainer

Director Johnson reported that the Wisconsin Technical College System is revising both courses to align them with current training needs, remove outdated content, enhance their delivery online, and broaden the pool of potential instructors. The project is scheduled to finish by the end of the year; the courses are projected to be implemented in early 2021.

Attendees did not have questions or comments.

g. BAS leadership and personnel changes

Director Johnson reported several personnel changes: ATR Chris Landreman accepted a new position with DWD Job Service; Darla Burton from youth apprenticeship accepted a new position; and Liz Pusch is the new BAS section chief. The Bureau will hire six new positions through its recent grant award.

Attendees did not have questions or comments.

h. Other

Attendees did not have additional topics.

7. Program participants included 550 apprentices and 233 sponsors with a contract in active or unassigned status as of October 1, 2020
8. The Bureau will schedule the next meeting via electronic survey.
9. The meeting was adjourned at 2:00 p.m.

Submitted by Owen Smith, Bureau of Apprenticeship Standards

Employment and Salary Data

2018-19 Apprenticeship Completion



1

Employment Location



Employment Location 2016-17



Employment Location 2017-18



Employment Location 2018-19



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Collaborate ♦ Transform

2



3



4

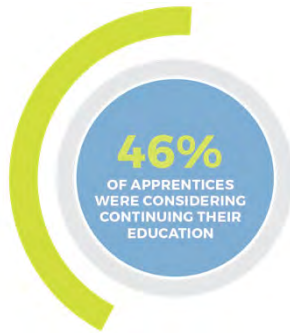
Continuing Education



2016-17 Apprenticeship Completers

2017-18 Apprenticeship Completers

2018-19 Apprenticeship Completers



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Collaborate ♦ Transform

5

Looking ahead...



- DWD-BAS will be reorganizing instructional program groups into new industry sectors: currently Construction, Industrial, and Service. This will at some point affect future version of the report, which WTCS will adapt to match DWD-BAS guidelines.
- Please keep WTCS in mind if you have captured apprenticeship-related imagery, especially regarding new apprenticeship programs and those featuring demographic minorities.
- Contact: nancy.nakkoul@wtcsystem.edu or dan.arneson@wtcsystem.edu

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Distribution



- WTCS will be distributing a web link in lieu of printing a physical report this year, please bookmark and share widely the link to the electronic version of the most recent Apprenticeship Completion report, which again demonstrates strong outcomes and the value of Wisconsin's earn-while-you-learn apprenticeship model to individuals and employers. The link will be distributed to the following:
 - DWD - Bureau of Apprenticeship Standards
 - Wisconsin Apprenticeship Advisory Council
 - State Trade Committees (Apprenticeship Advisory)
 - WTCS Board Members
 - WTCS Apprenticeship Coordinators
 - College Marketing Teams
 - WI High Schools - Counselors

Online at: www.wtcsystem.edu->About Us->Publications and Resources

Direct Link: <https://www.wtcsystem.edu/2018-19-WTCS-Apprenticeship-Completer-Report>

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March 1, 2021

Dear Apprenticeship Sponsor:

Last summer, our agency advised you via letter that within one year, by July 1, 2021, all apprenticeship sponsors will be required to register in the Bureau of Apprenticeship Standards Electronic Registration System (BASERS) and use the interface to enroll incoming apprentices. At its February 9, 2021 meeting, the Wisconsin Apprenticeship Advisory Council affirmed its support for our agency's BASERS policy and the July 1 deadline.

Sponsors who have not yet registered in BASERS, or those who need further assistance using the platform, should contact their Apprenticeship Training Representative promptly. The ATRs can provide the necessary technical assistance to meet the July 1, 2021 deadline.

BASERS is an intuitive, self-service website for sponsors developed as part of a national initiative toward registered apprenticeship expansion and modernization. The ongoing COVID-19 pandemic has only underscored the benefits of conducting business through a virtual system like BASERS, which connects stakeholders across the state without the need for face-to-face contact.

The benefits of BASERS, once a sponsor has registered, are as follows:

- Faster creation and approval of contracts;
- Increased access to information about a sponsor's own program;
- The capacity to initiate and track contract actions such as cancellations, work assignments, and completions;
- The ability to ensure records are accurate before finalization.

Thank you for your continued support of Wisconsin Apprenticeship.

Sincerely,



Joshua A. Johnson, State Director
Wisconsin Apprenticeship

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 dwdetgrants@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**

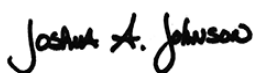
All other Wisconsin counties

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

ACAP Reimbursement Requests With Approvals Processed During (Time Period) - Summary

Apprenticeship Completion Award Program (ACAP)

Bureau of Apprenticeship Standards

Division of Employment and Training

3/2/21 08:40 AM

Filters Applied: Determination Date between 7/1/20 and 3/2/21, Fiscal Year(s)= FY21

Type	Fiscal Year	# of RRs	\$Approved	\$Denied
Year One	21		\$97,137.35	\$328,547.82
Year One Totals		404	\$97,137.35	\$328,547.82
Completion	21		\$179,424.43	\$771,505.80
Completion Totals		329	\$179,424.43	\$771,505.80
Report Totals		733	\$276,561.78	\$1,100,053.62



WTCS System-Wide Activity Update February 2021

2021 WTCS-BAS Apprenticeship Completion Report

The 2021 WTCS-BAS Apprenticeship Completer Report is now available online. The report contains employment, wage and training satisfaction outcomes for apprentices completing their programs in 2018-19. It can be found here: <https://wtcsystem.edu/impact/publications/apprenticeship-completion-report/>

- Of the 1,195 completers surveyed, 365 (31%) responded. In the prior year report, 1143 completers were surveyed and response rate was 43%.
- Respondents reported a 95% satisfaction rate for on-the-job training and 97% for classroom instruction.
- Median salary across all trades increased to \$81,072, an increase of approximately \$800 more than the prior year.
- Respondents indicating an interest in continuing education beyond apprenticeship decreased from 44% last year to 35% this year.

MyWTCS Website Re-Design and Launch: New Apprenticeship Resources for [Preparing to Teach Transition to Trainer \(PT2TT2T\)](#)

MyWTCS is an intranet site for the Wisconsin Technical College System and stakeholders. Launched in February 2021, the newly re-designed site includes a new look and improved functionality and features, including additional apprenticeship resources such as the administrative guidance and teacher trainer course offerings for the Transition to Trainer course. The site can be found at: <https://mywtcs.wtcsystem.edu/>

New Proactive Approach to Revisions of Apprenticeship Related Instruction offered through the WTCS

Starting in 2021, the WTCS and BAS have 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.

2020-21	2021-22
<ul style="list-style-type: none"> • Carpentry (All) • Wastewater Treatment • Electrical (All) • Industrial Manufacturing Technician • IT-Service Desk • IT-Software Developer 	<ul style="list-style-type: none"> • HVAC (ABC) • Industrial Pipefitter • Mechatronics • Barber/Cosmetology • Bricklaying/Masonry • IT Cybersecurity • IT Data Analyst • Broadband Technician

Apprenticeship in New Sectors: Snapshot of Program Growth Past Five and Current Years

New Wisconsin Apprenticeship Programs in New Industries

2016	Arborist MILW MSTC	Mechatronics Tech WCTC BTC GTC LTC MILW SWTC MPTC CVTC	IT-Software Developer MSTC CVTC NTC MPTC MDSN	
2017				
2018	Organic Vegetable Farm Manager NWTC	Data Analyst CVTC NTC MILW MDSN MPTC	IT-Service Desk Technician WCTC CVTC NTC MDSN MPTC	Financial Services Representative MILW CVTC MPTC
2019	Broadband Technician WITC	Medical Assistant NTC	Biotechnology Lab Support Assistant MDSN	
2020	Facilities Maintenance Technician MILW	Cybersecurity Analyst MDSN	Pharmacy Technician MILW	
2021	Roadway Maintenance Technician CVTC	Industrial Metrology Technician FVTC	Culinary Apprenticeship MILW	





**State Committee Report
State Machine Tool Committee**

This summary counts employers and apprentices with a contract active or unassigned on 3/31/2021 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	220	492	35	7.1	11	2.2
CNC Machinist (0260028002215)	2	2			0	
CNC Technician (0260936001001)	3	3			0	
Electrical Discharge Machining Technician (0260938001003)	2	4			0	
Machinist (0260028002201)	86	175	12	6.9	3	1.7
Mold Maker (Die Cast) (Plastic) (0260128003001)	15	33	5	15.2	0	
Patternmaker All Around (0269328001401)	2	8	1	12.5	0	
Tool And Die Maker (0260126001001)	117	240	16	6.7	6	2.5
Tool Maker (0260128004201)	12	27	2	7.4	2	7.4