



**Approved Minutes of the
Wisconsin Apprenticeship Advisory Council
to DWD, Bureau of Apprenticeship Standards & Wisconsin Technical College System Board**

**September 17, 2019
WRTP/BIG STEP
Milwaukee, WI**

Members Present	
Barker, Daniel	Ariens Company
Branson, Dave	Building Trades Council, Madison
Cook, Jim	NECA-IBEW Electrical Apprenticeship
Daily, Michael	United Steel Workers District 2
Emrick, Leigh	Associated Builders & Contractors of WI
Griffith, Tracey	WI Transportation & Builders Association
Grohmann, Gert	Associated General Contractors, Milwaukee
Hayden, Terry	Wisconsin Pipe Trades Association
Hellenbrand, Callie	Alliant Energy
Hurt, Henry	Hurt Electric
Jacobson, Gene	PDC Electrical Contractors
Kessenich, Mark	WI Regional Training Partnership
Kindred, Brent	WI Department of Public Instruction
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.
Wieseke, Mark	UAW, Region 4
Members Absent	
Anthony Jr., Ruben	Urban League
Reader, Chris	Wisconsin Manufacturers & Commerce
Seeley-Schreck, Chrystal	Wisconsin Technical College System
Consultants and Guests	
Brookens, Sr., X'antony	Bureau of Apprenticeship Standards
Crary, Cathy	Bureau of Apprenticeship Standards
Johnson, Joshua	Bureau of Apprenticeship Standards
Kargel, Nancy	Bureau of Apprenticeship Standards
Kasper, Andrew	Bureau of Apprenticeship Standards
Nakkoul, Nancy	Wisconsin Technical College System
Pusch, Liz	Bureau of Apprenticeship Standards
Smith, Owen	Bureau of Apprenticeship Standards

1. Call to Order

The meeting was called to order at 10:00 a.m. by Co-chair Henry Hurt.

2. Action: *the Council approved the minutes as written.*

3. Update on State Apprenticeship Council Alliance

Co-Chair Hayden reported that the Alliance met again since the Council last met. To date, 21 of 27 state advisory councils have joined the Alliance. The remaining six councils are in the process of joining. All state councils oppose industry-recognized apprenticeship programs (IRAPs). The Alliance is preparing a white paper that compares IRAP with registered apprenticeship. The Alliance will meet again next spring.

Mr. Joshua Johnson commented that IRAP was the central topic of the recent meeting of the National Association of State and Territorial Apprenticeship Directors. Mr. Johnson distributed

a hard copy of letter of support for registered apprenticeship from DWD to the U.S. Dept.of Labor, which DWD submitted as part of public comments on the related legislation.

Attendees did not have questions or comments.

4. For action: approve applications for Certified Pre-Apprenticeship Programs

a. Innovative Educational Solutions Institute

The Council reviewed the application. A general discussion followed.

Mr. Dan Barker asked where the instruction occurs, whether it includes hands-on learning, and if it includes curriculum for the Industrial Manufacturing Technician registered apprenticeship. Mr. Garland, the program manager, replied that the instruction takes place onsite, includes hands-on learning, does include training on some machines included in the IMT program.

Mr. Garland explained that the Innovative Education Solutions Institute is a community-based organization for Milwaukee Area Technical College and part of the college's Pathway to Manufacturing Council. The organization serves a wider demographic and assists individuals towards earning a high school equivalency diploma or general education diploma.

Co-Chair Hayden complimented Mr. Garland on an "excellent application and program" and noted it extensive ties to industries that train registered apprentices. Co-Chair Hurt called for questions; attendees had none.

Action: A motion to approve the application was made by Mr. Barker, seconded by Ms. Kathleen Pfannerstill, and passed by the Council.

Mr. Mark Kessenich noted that some programs applying for certification have a cost structure and called for a point of clarification: does the Council approve the viability of the program or the cost rate, as well? Mr. Johnson answered that the Council approves the viability of the program; the Council and Bureau are not involved with cost structures.

b. UMOs

The Council reviewed the application. A general discussion followed.

A Council member inquired into the duration of the U.S. Department of Labor funding for the program via the Tech Hire project. The Joni. UMOs representative replied that the program is in the third year of a four-year, \$4 million contract. The program serves incarcerated offenders and the community, too.

Mr. Cook asked whether the program links to registered apprenticeships. The representatives replied that it does and noted the list of current registered apprenticeship

sponsors on the back of the application and added that the program seeks out partners that offer registered apprenticeships and livable wages.

Mr. Kessenich commented that it may help the Bureau to know how many apprentices are employed by the sponsors that support an organization applying for pre-apprenticeship certification. Mr. Johnson replied that the Bureau already does that before it presents applications to the Council.

Ms. Liz Pusch asked the UMOS representative to explain the arrangement it set up with Tracematic. The representative explained that UMOS has a six-month accelerated training program for inmates and a long-vetting process that involves a judge, the Department of Corrections, and Milwaukee Area Technical College. The training includes 80% hands-on training and 20% classroom instruction. The interview process begins with employers, partners, and students meeting each other and viewing the products created by the employers. The third cohort will graduate in a couple of weeks; the partnering employers will then "pitch" their employment to graduates and the participants will choose the employer they want to apprentices with.

Action: *A motion to approve the application was made by Ms. Tracey Griffith, seconded by Mr. Kessenich second, and passed by the Council.*

c. Manufacturing works

Mr. Johnson explained that this version of the application is a resubmission. The previous application had insufficient hands-on instruction in welding; this version includes 36 hours.

Mr. Barker noted that the program partnered with Veritas. Co-Chair Hurt noted that the program has corrected its issues and called for a vote.

Action: *a motion to approve the program was made by Ms. Griffith, seconded by Mr. Gert Grohmann, and approved by the Council.*

d. "I.T. Service Desk Pre-Apprenticeship" with Employee Milwaukee

The Council reviewed the application. A general discussion followed.

Ms. Nancy Nakkoul expressed concern that the content within the pre-apprenticeship exceeds the registered apprenticeship and ladders into an associate's degree.

Mr. Kessenich replied that the content was proposed by a group of Milwaukee employers because it meets their employment needs. Milwaukee Area Technical College was involved, too. All parties thought the training was appropriate.

Ms. Nakkoul thanked Mr. Kessenich and cautioned that the training content is almost a technical diploma itself and is not clearly related to registered apprenticeship.

Mr. Kessenich explained that the content reflects the employers' training needs and provides completers with a certificate recognized by the Department of Labor. Co-Chair Hurt asked if the program exceeds the related instruction for registered apprenticeship, could apprentices receive credit for prior learning? Mr. Johnson answered, yes, and clarified that the pre-apprenticeship does not exceed the on-the-job learning hours.

Mr. Barker asked whether such a new registered apprenticeship is being offered by Milwaukee Area Technical College or other schools. Ms. Nakkoul confirmed that Chippewa Valley, Milwaukee Area, and Waukesha County technical colleges will soon submit their requests to offer the program.

Action: *A motion to approve the application was made by Mr. Brandon Mortenson, seconded by Ms. Griffith, and passed by the Council. Mr. John Daily and Mr. Kessenich abstained.*

e. Building Maintenance & Construction Pre-apprenticeship by Dept. of Corrections

Co-Chair Hurt asked Ms. Pusch to introduce the program to attendees.

Ms. Pusch explained that the program is offered at three facilities serviced by Moraine Park Technical College. Participants learn various skills by building a structure from scratch. The program is well supported by registered apprenticeship sponsors.

Several Council members complimented the application and program as "rigorous" and "very thorough." One member noted that although the program trains competencies in several trades, only the carpentry trade is represented by the registered apprenticeship sponsor. Ms. Pusch explained that multiple trades support the program, but one letter of support sufficed.

Co-Chair Hayden commented that the building trades want to work with this program. Mr. Barker asked whether the sponsor, the Carpenters Training Institute, is a documented sponsor. Mr. Johnson explained that the institute's local committees sponsor apprentices.

Ms. Nakkoul asked who employs the instructors. Ms. Pusch explained that the instructors are employed by DOC and are certified by the local technical college.

Action: *a motion to approve the application was made by Mr. Shaun McHugh, seconded by Ms. Pfannerstill, and passed by the Council.*

f. Welding Pre-apprenticeship by Department of Corrections

Ms. Pusch explained that this program is similar to one the DOC submitted earlier in the year, a mobile trailer for CNC machining. The program features a mobile lab for welding training. It is located currently at Tacheeta and will rotate to other locations annually. The program sponsors eight cohorts each year, six participants per cohort. The program partners with

various technical colleges, so the program can be offered across the state.

Action: *A motion to approve the program was made by Mr. Grohmann, seconded by Mr. Barker, and passed by the Council.*

Mr. Kessenich requested that the Bureau list all certified pre-apprenticeship programs on its website. Mr. Johnson confirmed that the Bureau once the DWD website revisions conclude.

5. For action: approve documents for Certified Pre-Apprenticeship programs

a. Pre-Apprenticeship Guidelines

Mr. Johnson explained that the initial guidelines for certified pre-apprenticeships were intentionally loose to get programs off the ground. Since then, the Council and other stakeholders have requested revising the programs, specifically to examine their success rates. The rationale is this: if the certification process does not include a follow-up review with the programs, the Council, Bureau, and sponsors cannot ensure the integrity of the pre-apprenticeship credential and thereby may be missing opportunities to connect graduates to registered apprenticeships. Mr. Johnson added that the Bureau currently monitors only pre-apprenticeships that are included in a federal grant.

Co-Chair Hurt commented that he and the equal access subcommittee preferred the revisions to the pre-apprenticeship guidelines; the revised document is simple, easy to follow, and informs stakeholders what they are getting involved in.

Mr. Cook noticed that the application asks for the participant's social security number and ask whether that information is necessary. Mr. Johnson replied that the SSNs are necessary for the Bureau to track pre-apprenticeship graduates into registered apprenticeships.

Mr. Cook asked whether the state will provide legal protections for pre-apprenticeships. Mr. Johnson replied that it would and noted that most organizations operating pre-apprenticeships collect that identifier in order to track participants.

Mr. Kessenich suggested that the Bureau also consider accepting applications from similar programs with that meet or exceed the application standards, such as WIOA or WRTP/BIG STEP. Mr. Johnson accepted the suggestion with the caveat that any alternative application must contain the minimum information on the Bureau's pre-apprenticeship application.

Ms. Nakkoul added that the organizations would have to establish a data-sharing agreement. Mr. Hurt added that the alternative applications could include a checkbox for the applicant to agree to share their information. Mr. Seth Lentz suggested a record retention requirement based on the funding source.

Mr. Johnson noted that all pre-apprenticeship participants will be tracked in DWD's application, ASSET, not by the community-based organization. In addition, the Bureau will

soon hire apprenticeship navigators as part of a new federal grant, whom would be responsible for collecting and disseminating the information.

Mr. Kessenich cautioned against overregulating strategies for pre-apprenticeships to keep them accessible and manageable for community-based organizations because the programs are intended to increase outreach to populations that do not traditionally participate in registered apprenticeship. Mr. Johnson agreed

Action: *Co-Chair Hurt stated the guidelines would be further revised by the subcommittee to include data-sharing agreements and policies.*

b. Handbook

Co-Chair Hurt summarized that the subcommittee revised the program handbook to clarify that pre-apprenticeship program must outreach to multiple registered apprenticeship sponsors so that participants are exposed to the breadth and depth of the sector they chose.

Mr. Cook asked whether monitoring will be conducted by apprenticeship training representatives. Mr. Johnson replied that the monitoring would be conducted by the apprenticeship navigators.

Action: a motion to approve the handbook was made by Mr. Cook, seconded by Ms. Emrick, and passed by the Council.

c. Monitoring guidelines

Co-Chair Hurt summarized that the Council had requested that the Bureau monitor pre-apprenticeship programs to ensure the integrity of their credentials, and to do so in the spirit of ensuring their success. Part of that discussion was to determine what would happen if a program failed to meet the qualification. Mr. Johnson added that the spirit of helping would continue; for example, if a pre-apprenticeship program was supported by one registered apprenticeship sponsor but lacked broader connections within the industry, the Bureau would assist in establishing those connections.

Mr. Gene Jacobsen asked whether the Bureau can monitor the funding given to a program. Mr. Johnson answered that the Bureau funds pre-apprenticeships only through federal grants, so those funds are monitored as part of the grant process.

c. "Monitoring" versus "Reviewing"

An extensive discussion followed over whether the term "monitoring" was appropriate for pre-apprenticeships or whether it had an inappropriate, negative context. Opponents of the term argued "monitoring" implied an audit and subsequent corrective actions, and the Council neither a fiscal agent nor tracking the use of funds. Proponents of the term agreed that the Council neither audits nor corrects programs or tracks funding; the proponents countered that the Council must ensure pre-apprenticeships adhere to the requirements stated in the

application so that the credential has integrity and the Bureau can track whether graduates enter registered apprenticeships. That, proponents argued, is "monitoring."

Opponents of the term "monitoring" suggested the following: the Council and Bureau review the associated documents further to ensure they are written cautiously and do not "open a Pandora's Box;" the Bureau ask pre-apprenticeships to provide participant data and use the data to reverse engineer the guidelines; and contact the State of Oregon, whose regulations informed the Wisconsin guidelines, for further advice.

Mr. Johnson reiterated that most pre-apprenticeships are not funded by the Bureau; only pre-apprenticeships involved in a federal grant administered by the Bureau received funding. He further reiterated that the Bureau views the certification of pre-apprenticeships as a stamp of approval that the program provides a viable pathway into registered apprenticeships. Therefore, he concluded, the Bureau and Council are monitoring the link to registered apprenticeship.

Action: *a motion to approve the guidelines as written was made by Mr. Cook but tabled by the Council.*

Action: *The Council broke for lunch at 12:07.*

When the Council resumed, Mr. Johnson and the Co-Chairs reopened the discussion for the following reasons: the Bureau currently monitors pre-apprenticeships involved in the WAGE\$ grant and is programming revisions to its database to track pre-apprenticeship graduates that enter registered apprenticeship. Therefore, to proceed with both projects, the Bureau needs the Council to approve the documents in some form.

A general discussion followed and resulted in these proposed revisions:

- *The document will be titled, "Program Review Guidelines."*
- *Programs can provide participant data in an "official form or spreadsheet" (page 1).*
- *Omit the term "work-based learning" throughout the document.*

Action: *A motion to accept the revisions was made by Mr. Mark Weiske, seconded by Mr. Barker, and passed by the Council.*

6. Sub-committee Updates

Mr. Johnson reported that he did not receive an update on the subcommittees from Director Karen Morgan before she retired. He asked members of each subcommittee to identify themselves and update attendees on their attendance.

a. Career Pathways

Ms. Emrick reported that Ms. Karen Morgan, retired Director, cancelled most of the subcommittee's meetings over the past two years.

b. Educational Linkages

Mr. Brett Kindred reported that the subcommittee met eight months ago. Mr. Kindred and the Department of Public Instruction conducted a survey last year of career and technology teachers' awareness of registered apprenticeship. The results informed the subcommittee's three-year outreach plan. The subcommittee accomplished many of those activities last year, such as a PowerPoint on registered apprenticeship for teachers and updates to the apprenticeship awareness toolkit website.

c. Equal Access

Co-Chair Hurt reported that the subcommittee focused on the pre-apprenticeship documents.

d. Outreach

The subcommittee reported that it did not meet since the last Council meeting.

e. Policy and Standards

Mr. Andrew Kasper explained that the Bureau has used this subcommittee as one of its primary sounding boards for communications and outreach regarding implementing DWD 296, the AA/EEO guidelines for sponsors.

7. 28th Biennial Conference

Mr. Johnson announced that the conference will be held February 22-24, 2021, at the Wilderness Hotel in the Wisconsin Dells. The Bureau intentionally scheduled the event more than a year in advance to begin its planning process. The vision for the conference is that it will focus extensively on "growth," such as including workforce development system partners, youth apprenticeship, pre-apprenticeship, etc. The theme has not been decided.

Co-Chair Hurt asked whether the Bureau was looking for volunteers for the planning committee. Mr. Johnson confirmed the Bureau will call for volunteers to meet periodically, but the meetings will be spread out.

Action: *Mr. Anhalt, Ms. Emrick, Ms. Griffith, Mr. Mortenson, Mr. Weiske, Mr. Barker, Co-Chair Hurt, Co-Chair Hayden, Mr. McHugh, Mr. Nakkoul, and Mr. Grohmann volunteered.*

Ms. O'Neill suggested that the Bureau considered futurist, Ms. Rebecca Ryan.

8. WTCS Update

Ms. Nakkoul reported she is attending on behalf of Ms. Seeley-Schrek, who was unable to attend. Ms. Nakkoul reported that the Wisconsin Technical College System received a Wisconsin Fast Forward grant for \$250,000 to supplement the general purpose revenue funds it received from the state for direct instruction. The grant will be used to support direct instruction for registered apprenticeship. While most college programs apply in November for

funds to use the following Septembers, employers often registered apprentices weeks before related instruction begins; therefore, the additional funds will assist with the last-minute expansion of related instruction. In fact the \$250,000 was spent in one month because many class sections were added for registered apprenticeship.

Enrollment across all registered apprenticeships is up nearly 10% above last year.

9. BAS Update

Mr. Johnson reported that several Council members' terms will expire soon, so he will review the renewal requirements and process.

a. Youth Apprenticeship

Ms. Crary reported that the list of youth apprenticeship consortia for 2020 has been released. Youth apprenticeship enrollment is projected to be just under 6,000 students, which is "absolutely amazing."

The state youth apprenticeship staff have commenced their grant-funded modernization of all youth apprenticeship curriculum. The curriculum revisions are long overdue and were not possible until now because the state youth apprenticeship budget did not include funding for curriculum revisions. Therefore, the staff had to wait for an external funding source, which was provided by the federal grants to expand registered apprenticeship.

The first phase of the modernization curriculum will include finance, health sciences, hospitality, information technology, and manufacturing. The second phase, which will occur next year, will include agriculture, food science, natural resources, marketing, transportation, and more.

b. Federal grants to expand registered apprenticeship

Mr. Johnson reviewed that the Bureau received a state apprenticeship expansion grant several years ago and then received an extension, or second round, to that grant. The Bureau recently received another extension, which is the third round. However, this round will be called the Apprenticeship State Expansion grant, or ASE. In short, same grant, new name.

The first and second round of this grant were monitored loosely. The third round, the ASE, will be monitored very clearly. The ASE will include funding for four positions: one grant manager and three "apprenticeship navigators," who will serve as a hub between registered apprenticeship sponsors, pre-apprenticeship programs, and apprenticeship training representatives. The ASE grant also includes funding for developing registered apprenticeships in new sectors, such as transportation.

Last, Mr. Johnson noted, the ASE grant will include funds for something the Bureau has never done until now: reimburse sponsors for hiring graduates of pre-apprenticeship

programs. The Bureau avoided this strategy because it believed once the funding concluded, the sponsors would conclude employing the pre-apprenticeship graduates.

The ASE grant will conclude in 2022.

c. DWD 296

Mr. Johnson and Mr. Kasper reported that the implementation of federal revisions to CFR 29.30 and the subsequent revisions to state rule DWD 296 will occur in two phases. The first phase affects all sponsors. The second phase will begin in 2020 and will affect sponsors with five or more apprentices.

The Bureau has been distributing summary documents for the first phase to state committees, which are the documents included in the Council meeting material. The documents provide an easy-to-read summary of the revisions and how they will affect sponsors. The Bureau also trained its apprenticeship training representatives on the rule recently. The Bureau will soon post the documents on its website.

d. National Apprenticeship Week 2019

Mr. Johnson reported that the U.S. Department of Labor announced today that National Apprenticeship Week will be held this year from November 11 -17. The celebration coincides with Veterans Day, so the Bureau is planning a statewide celebration of veterans in registered apprenticeship.

Mr. Johnson encouraged attendees to host events in the local area with local partners and inform the Bureau so the Bureau can include them in its web-based calendar of events.

e. BAS personnel changes

Mr. Johnson reported that Director Karen Morgan retired on September 1. Registered apprenticeship staff are currently supervised by Mr. Johnson; youth apprenticeship are supervised by Ms. Crary. Until a new director is hired, duties of the director will be performed by the Division of Employment and Training.

9. Review participant data.

Mr. Johnson announced that the Bureau did not prepare a participant report.

10. Schedule the next meeting.

The Council tentatively scheduled its next meeting for Tuesday, November 12, at 10:00 a.m.

11. Adjourn

The Council adjourned at 2:15 p.m.

Submitted by Owen Smith, Program and Policy Analyst