

August 27, 2021

TO: State Electrical Apprenticeship Advisory Committee Members and Consultants

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

SUBJECT: State Electrical Apprenticeship Advisory Committee meeting

DATE: Wednesday, September 8, 2021

TIME: 10:00 AM

PLACE: WI NECA-IBEW
2730 Dairy Dr #102
Madison, WI 53718

ONLINE: [Meeting link](#)
Audio Only: 608-571-2209
Audio Code: 508966350#

TENTATIVE AGENDA

1. Call the meeting to order.
2. Record attendees.
3. Review the roster.

4. For action:

- a. Approve the minutes.
- b. Review the math requirements for applicants.
- c. Approval of local apprenticeship committee via Northwoods Technical College

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. Applicant outreach campaign and revisions to www.WisconsinApprenticeship.org
- e. Supportive services and OJL reimbursement for registered apprentices
- f. Xello demonstration
- g. 2021 National Apprenticeship Week
- h. 2022 Biennial Apprenticeship Conference
- i. Apprenticeship Completion Award Program
- j. BAS leadership and personnel changes
- k. Other

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

**Draft Minutes of the
Electrical Construction
State Apprenticeship Advisory Committee**

March 18, 2021
Webinar

Members Present	Employer/Organization
Allen, Don (Co-Chair)	IBEW Local 158
Balthazor, Michael	Michaels Power
Kastanek, Ryan	Circle Electric
Habermehl, Sylvia	Habermehl Electric
Newton, Zach	WI River Valley Electrica JAC
O'Leary, Loyal (Co-Chair)	NECA-- WI Chapter
Tourdot, Kelly	Associated Builders & Contractors
Walsh, John M.	IBEW Local 14
Warsh, Dean	IBEW Local Milwaukee
Members Absent	Employer/Organization
Frank, Sean	Local 127
Grundahl, Carol	IBEW Local 159
Miller, Dean	IBEW Local 388
Pohlman, Mike	R.J. Nickles Electric Co.
Sokolik, Leo	IBEW Local 890
Young, Greg	IBEW Local 577
Consultants & Guests	Employer/Organization
Anhalt, Tim	NECA-IBEW
Badger, Richard	Bureau of Apprenticeship Standards
Cook, Jim	WI NECA-IBEW Apprenticeship & Training
Emrick, Leigh	Associated Builders & Contractors

Guerra, Candy	WRTP/BIG STEP - Madison
Harding, Burt	Bureau of Apprenticeship Standards
Johnson, Terri	Worldwide Instructional Design System
Johnston, Stephanie	WRTP/BIG STEP
Kotella, Scot	
Large, Dan	Milwaukee Electrical JATC
Moreno, Stephanie	WRTP/BIG STEP
Nakkoul, Nancy	Wisconsin Technical College System
Oswald, Joe	
Philips, Amy	Bureau of Apprenticeship Standards
Polk, David	Milwaukee Area Technical College
Savage, Felicia	
Smith, Owen	Bureau of Apprenticeship Standards
Straub, Steve	Chippewa Valley Technical College
Wagner, Mike	NECA-IBEW

1. The meeting was called to order at 10:05 a.m. by Co-Chair Don Allen in conformity with the Wisconsin Open Meeting Law.
2. Attendance was recorded. A quorum was present.
3. The committee reviewed the current roster. No changes were needed.

4. Action Items

a. Approve the minutes

The committee approved the minutes as written.

b. Review the related instruction.

Mr. Smith reported two items added to the agenda: the five-year cyclical review of related instruction; and the review of the Architecture & Construction youth apprenticeship.

Ms. Terri Johnson and Ms. Nancy Nakkoul reported that the WTCS has begun a five-year cyclical review of the related instruction for registered apprenticeship. The project will facilitate instructors' and sponsors' review of a program's statewide curriculum standards summary, the guiding document for delivery and accreditation of related instruction. The review will ensure all content is current, meets the needs of

sponsors, and is aligned, where possible, to certified pre-apprenticeships, youth apprenticeship, associate degrees, and technical diplomas.

The Electrician registered apprenticeship was included in the first round. Due to timing, the project began with instructors' review of the curriculum rather than surveying the state committee. The instructors' input will then be submitted to the state committee via survey for review and input. As the five-year review continues, the project team will gather state committees' input first and then instructors' input.

The instructors' agreed on the following findings: no significant revisions to the curriculum are needed; some content topics, such as electrical code, can be addressed further within the given course parameters; face-to-face instruction is the preferred method of delivery; and the curriculum does not need to be further aligned with other post-secondary certifications because the journey worker credential is the widely-accepted standard for the industry.

Ms. Johnson and Ms. Nakkoul invited the state committee and its consultants to provide input on the instructors' recommendations via a 10-minute electronic survey.

Action: *The state committee and consultants agreed to review the instructors' recommendations via electronic survey.*

Ms. Kelly Tourdot expressed concern that Associated Builders and Contractors was neither aware of nor invited to the instructors' meetings. She requested to be invited to all future meetings. Ms. Johnson acknowledged that was an oversight of the project team; the team will invite ABC to all future meetings; and had concerns about the curriculum been raised, the project team would have presented them to the state committee before taking any action.

c. Review the Architecture and Construction youth apprenticeship.

Ms. Amy Phillips reviewed that she notified the state committee last year that Wisconsin Apprenticeship would update or "modernize" the Architecture and Construction youth apprenticeship. The project will begin this spring.

Mr. Philips invited the state committee and its consultants to participate in a broad industry survey of the general competencies and electrical competencies. Additionally, she invited attendees to participate in smaller focus group that will review the survey feedback and recommend revisions.

Action: *Attendees agreed to participate in the survey and consider participating in the subsequent focus group.*

d. Review the math requirements for the registered apprenticeship.

Mr. Jim Cook reviewed the impetus of the project and the findings of the focus group to date. The project is to identify a math course to replace ModuMath, which was a free, interactive course in algebra for the occupation. However, the interactive component, which was powered by AdobeFlash, is no longer supported as of this year. The focus group first assumed that each technical college would have to identify or develop a course, which would be very time-consuming. However, the focus group was recently informed by the Wisconsin Technical College System Office that a single, statewide course may be feasible.

The focus group has three priorities: the replacement course should address the algebra needs of apprentices; it should be free, as was ModuMath; and it should be applied consistently across the state.

Mr. Tourdot agreed and added that the local committees, apprenticeship coordinators, and technical college instructors don't readily agree on the necessary competencies. The committees and coordinators have the perspective of processing applicants; instructors see whether applicants succeed in the classroom. Mr. Cook agreed; instructors disagreed on the competencies.

Ms. Nakkoul reported the WTCS offers to crosswalk the algebra competencies identified by the state committee as necessary to enter the registered apprenticeship to 30 math courses offered with the WTCS. The algebra competencies are necessary to enter the program, so they are considered "below" post-secondary education. Therefore, they fall within adult basic education or general education. All of the potential courses are offered by every college, for free.

Co-Chair Allen asked what role the state committee will play in the process. Mr. Cook reviewed that the state committee established the requirement of "one year of high school algebra," which ModuMath satisfied. Therefore, the work group will recommend a course of action to the state committee for approval.

Ms. Nakkoul added that the sunseting of ModuMath does provide an opportunity to review which competencies are required to enter the registered apprenticeship; the algebra competencies documented within adult basic education courses could be compared to algebra competencies documented by the Department of Public Instruction. Either way, the focus group and state committee need to identify the competencies required for entry.

Action: *the state committee agreed the focus group should recommend a course of action to the committee for a vote. The focus group includes Mr. Cook, Mr. Dan Large, Mr. Ryan Kastanek, Mr. Zach Newton, and Ms. Tourdot.*

e. Revising the state standards.

Mr. Smith reported that he invited each state construction committee to review its state standards this year to ensure the standards include recent revisions to state statutes and Bureau administrative policies and meet sponsors' training needs. The projected revisions will be administrative updates, not new policies.

Mr. Smith will convene a focus group of three to five sponsors virtually, once a month June through August, for two hours. The focus group will recommend revisions to the full committee at its fall meeting. The focus group will be the same individuals identified in the previous discussion.

Attendees did not have questions or comments.

5. Discussion Items

a. Registered apprenticeship during COVID-19

Mr. Smith reiterated that Director Johnson supports sponsors and training providers in adapting delivery as needed to ensure the safety of apprentices. Mr. Smith reported that Bureau staff are will work from home through September and are prohibited from traveling for work during that time.

Mr. Cook and Ms. Tourdot voiced concern over the Bureau's inability to travel for business. They reported that local committees continue to meet in-person and would prefer the Bureau do so as soon as possible. Mr. Smith and Mr. Badger reiterated that Bureau staff are prohibited from traveling for business but are able to virtually attend in-person meetings of committees.

b. Mandatory registration in BASERS as of July 1, 2021

Mr. Smith reviewed that the Wisconsin Apprenticeship Advisory Council recently approved that the Bureau require all sponsors to do the following as of July 1: register in BASERS; register all new contracts in BASERS; and experiment with performing all contract actions through BASERS for at least six month, with the expectation that technical assistance matters will be brought to the Bureau to explore solutions. He noted that the last requirement was a compromise because several sponsors that process a large volume of contracts voiced concern that performing all actions through BASERS would cause an undue administrative burden.

Mr. Cook stated this his organization had disagreed with the requirement and supported the compromise of experimenting. His organization believed that they BASERS presented it with an undue financial burden of hiring additional administrative staff.

c. Implementing revisions to CFR 29.30

Mr. Smith reported that the Wisconsin Apprenticeship Advisory Council approved the Bureau's revisions to the quality assessment review and affirmative action plan. The Bureau will release both documents to sponsors by summer, once the recently-hired Apprenticeship Training Representatives complete the training necessary to provide technical assistance to sponsors.

Attendees did not have questions or comments.

d. Biden administration bolsters support for registered apprenticeship

Mr. Smith reviewed the White House press release that summarized the current federal administration's proposed enhancements to the national apprenticeship system. He noted that Industry-Recognized Apprenticeship Programs, implemented under the prior federal administration, have been discontinued.

Attendees did not have questions or comments.

e. National Apprenticeship Act of 2021

Mr. Smith reviewed the website that lists several enhancements to the national apprenticeship system proposed by the current federal administrative. The enhancements include incorporating youth apprenticeship and certified pre-apprenticeship into the national apprenticeship system to emphasize aligned career pathways.

Attendees did not have questions or comments.

f. Wisconsin Apprenticeship Completer Report

Ms. Nakkoul reviewed the latest report which presents employment, wage, and training satisfaction data on registered apprentices who completed their related instruction through the WTCS. She emphasized the following: apprentices' median annual salary and their overall satisfaction with their training increased since the last report; the report features the top ten highest-paying occupations, which will be statistically

adjusted in the next report to account for a 40-hour work week; and the report features a table of employment, wage, and satisfaction data per occupation.

Attendees complimented the report and thanked Ms. Nakkoul for presenting it.

g. Implementing Transition to Trainer and Preparing to Teach Transition to Trainer

Ms. Nakkoul reviewed the WTCS website that hosts the official guidance document for instructors and the schedule of upcoming courses required for certification. She emphasized that certified instructors must complete a three-hour refresher by December 31, 2021, to teach the new curriculum; individuals interested in becoming a new instructor must complete WTCS Teaching Methods (30-hours) and a six-hour version of Preparing to Teach Transition to Trainer. current instructors.

Mr. Cook asked whether certified instructors are permitted to teach prior to completing the refresher. Mr. Smith answered, yes; certified instructors are permitted to teach the previous curriculum until they complete the refresher required to teach the revised curriculum.

h. On-the-job learning reimbursement for employers and supportive services for apprentices

Mr. Smith reviewed the official letter for each opportunity; he noted that the letters were sent to employers and apprentices, respectively. He emphasized that the letters include the basic eligibility criteria and points of contacts; he encouraged attendees to ensure their human resources staff and apprentices are aware of the respective opportunities and to contact the individuals listed in the letters as points of contact.

Attendees did not have questions or comments.

i. Discussion items I -H

Mr. Smith skipped these items in the interest of time.

Attendees did not have questions or comments.

6. WTCS Update

Ms. Nakkoul reviewed the items in the written summary.

Attendees did not have questions or comments.

7. Review the program participants.

Program participants included 1,292 apprentices and 222 employers with contracts active or unassigned on September 1, 2020.

8. The Bureau will schedule the fall meeting via an online survey. The meeting will occur in September and will be held virtually.

9. The committee adjourned at 11:55 a.m.

Submitted by Owen Smith, Program and Policy Analyst



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.

State Committee Report by Sponsor & Occupation



This summary counts employers and apprentices, between 8/26/2021 and 8/26/2021 with contract status as Active & Unassigned in occupation(s) associated with this committee.

Report is based on apprentice contracts where:

- Contract sector is 'Construction'.
- 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 #7 totals at the Committee or State level to deviate from the summed total of the individual occupation or committee rows.

Sponsor Name 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	2,187	81	3.7	47	2.1	1,156	52.9	1,031	47.1	407	125	30.7	287	70.5
ABC of Wisconsin (All)	993	38	3.8	11	1.1	0	0	993	100.0	262	0	0	262	100.0
Construction Electrician (0182426101001)	993	38	3.8	11	1.1	0	0	993	100.0	262	0	0	262	100.0
Appleton/Oshkosh Area Electrical JAC	67	2	3.0	4	6.0	67	100.0	0	0	9	9	100.0	0	0
Construction Electrician (0182426101001)	67	2	3.0	4	6.0	67	100.0	0	0	9	9	100.0	0	0
Eau Claire Area Electrical JAC	143	4	2.8	2	1.4	143	100.0	0	0	17	17	100.0	0	0
Construction Electrician (0182426101001)	143	4	2.8	2	1.4	143	100.0	0	0	17	17	100.0	0	0
Kenosha Area Electrical JAC	38	3	7.9	2	5.3	38	100.0	0	0	11	11	100.0	0	0
Construction Electrician (0182426101001)	38	3	7.9	2	5.3	38	100.0	0	0	11	11	100.0	0	0
Kettle Moraine Area Electrical JAC	16	0	0	0	0	16	100.0	0	0	5	5	100.0	0	0
Construction Electrician (0182426101001)	16	0	0	0	0	16	100.0	0	0	5	5	100.0	0	0
La Crosse Area Electrical JAC	50	3	6.0	2	4.0	50	100.0	0	0	12	12	100.0	0	0
Construction Electrician (0182426101001)	50	3	6.0	2	4.0	50	100.0	0	0	12	12	100.0	0	0
Madison Area Electrical JAC	247	9	3.6	9	3.6	247	100.0	0	0	12	12	100.0	0	0
Construction Electrician (0182426101001)	247	9	3.6	9	3.6	247	100.0	0	0	12	12	100.0	0	0
Milwaukee Area Electrical JAC	261	15	5.7	8	3.1	261	100.0	0	0	37	37	100.0	0	0
Construction Electrician (0182426101001)	261	15	5.7	8	3.1	261	100.0	0	0	37	37	100.0	0	0

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Sponsor Name 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	2,187	81	3.7	47	2.1	1,156	52.9	1,031	47.1	407	125	30.7	287	70.5
Northeast WI Area Electrical JAC	114	3	2.6	5	4.4	109	95.6	5	4.4	15	15	100.0	5	33.3
Construction Electrician (0182426101001)	114	3	2.6	5	4.4	109	95.6	5	4.4	15	15	100.0	5	33.3
Racine Area Electrical JAC	28	3	10.7	2	7.1	28	100.0	0	0	12	12	100.0	0	0
Construction Electrician (0182426101001)	28	3	10.7	2	7.1	28	100.0	0	0	12	12	100.0	0	0
South Central WI Area Electrical JAC	106	4	3.8	2	1.9	106	100.0	0	0	19	19	100.0	0	0
Construction Electrician (0182426101001)	106	4	3.8	2	1.9	106	100.0	0	0	19	19	100.0	0	0
Southwest WI Area Electrical JAC	33	0	0	1	3.0	0	0	33	100.0	21	0	0	21	100.0
Construction Electrician (0182426101001)	33	0	0	1	3.0	0	0	33	100.0	21	0	0	21	100.0
WI River Valley Area Electrical JAC	91	1	1.1	3	3.3	91	100.0	0	0	8	8	100.0	0	0
Construction Electrician (0182426101001)	91	1	1.1	3	3.3	91	100.0	0	0	8	8	100.0	0	0