

TO: State E&I Apprenticeship Advisory Committee Members and Consultants

FROM: Owen Smith, Bureau of Apprenticeship Standards
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SUBJECT: State Electrical & Instrumentation Apprenticeship Advisory Committee

DATE: Tuesday, October 6, 2020

TIME: 10:00 AM

PLACE: <https://dwdwi.webex.com/dwdwi/j.php?MTID=m36e19d4f398a8cfe2cdb9e7268966c8e>
Number: 145 768 8190
Password: pqXhuiad483
Join by phone: 1-855-282-6330 US TOLL FREE
Access code: 145 768 8190

TENTATIVE AGENDA

1. Call the meeting to order.
2. Introduce the attendees.
3. Review the roster.
4. **Special topics**
 - a. Registered apprenticeship during COVID-19
 - b. Revising Youth Apprenticeship curriculum
5. **Old Business**
 - a. Review the follow-up items from the previous meeting:
 - i. **For action:** approve the minutes
 - ii. **For action:** review Electronic & Instrumentation registered apprenticeship
 - iii. **For action:** implement applicant assessments and minimum scores?
 - b. Implementing revisions to CFR 29.30
 - c. Federal grants to expand registered apprenticeship
 - d. Industry-Recognized Apprenticeship Programs
 - e. Applicant outreach campaign and revisions to www.WisconsinApprenticeship.org
 - f. Apprenticeship Completion Award Program
 - g. Other
6. **New Business**
 - a. Mandatory registration in BASERS
 - b. **For action:** revising state standards
 - c. 2020 Meeting of National Association of State and Territorial Apprenticeship Directors (NASTAD)
 - d. 2020 National Apprenticeship Week

- e. 2021 Biennial Apprenticeship Conference
- f. Revising Transition to Trainer and Teaching Transition to Trainer
- g. BAS leadership and personnel changes
- h. Other

- 7. WTCS update
- 8. Review the program participants.
- 9. Schedule the next meeting.
- 10. Adjourn

Draft Minutes of the
Electrical & Instrumentation
State Apprenticeship Advisory Committee

April 29, 2020
Webinar

Members Present	Employer / Organization
Cannestra, Anthony	GE Healthcare
Hafeman, Brian	PCA
Lane, Steve	Sargento Foods, Inc.
Lundey, Dave	MMSD
Randall, Bob	Brakebush Brothers
Roach, Mike	Trane Co.
Members Absent	Employer / Organization
Butt, Nate	Quad Graphics
Cestkowsi, Jim	MPI
Woehlke, Scott	Mercury Marine
Consultants & Guests	Employer / Organization
Buroker, Wayne	Waukesha County Technical College
Conklin, Olivia	Bureau of Apprenticeship Standards
Dragosh, Chris	Fox Valley Technical College
Hafner, Brian	Trane
Haka, Stephanie	Bureau of Apprenticeship Standards
Johnson, Joshua	Bureau of Apprenticeship Standards
Kiel, Todd	Northeast Wisconsin Technical College
Mackey, Jim	Wisconsin Technical College System
Martindale, Marc	Northcentral Technical College
Mayek, Mandy	Mid-State Technical College
Metko, Katie	Northcentral Technical College
Nakkoul, Nancy	Wisconsin Technical College System
Phillips, Greg	
Popp, Corey	Bureau of Apprenticeship Standards
Smith, Owen	Bureau of Apprenticeship Standards
Straub, Steve	Fox Valley Technical College

Smith, Owen	Bureau of Apprenticeship Standards
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1. The meeting was called to order at 10:05 a.m. by Nate Butt, Committee Co-Chair, in conformance with the Wisconsin Open Meeting Law.
2. A roll call was conducted. A sign-in sheet was circulated. A quorum was present.
3. The committee reviewed the roster and requested to add two new members, one representing the Mechatronics Technician program.

4. **Old Business**

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

i. **For action:** approve the minutes

The committee approved the minutes as written.

ii. **For action:** add Mechatronics Technician to state committee?

Mr. Owen Smith reported the State IM&FM Committee agreed that the Mechatronics Technician program is more similar to the programs overseen by the State E&I Committee. He asked the State E&I Committee if it preferred to oversee the program.

Action: the State Committee approved a motion to oversee the Mechatronics Technician program

iii. **For action:** review Electronic & Instrumentation registered apprenticeship

Mr. Smith reviewed the survey results.

Action: the State Committee approved a motion to have include the work processes from the Industrial Electrician registered apprenticeship (excluding Apply Energy Management), merge the individual work processes pertaining to Instrumentation, and create a new work process for Automation. The Bureau will convene a focus group to draft the final Exhibit A and submit it via survey to sponsors.

iv. **For action:** implement applicant assessments and minimum scores

Several technical college representatives and committee members expressed ongoing concern that many apprentices continue to struggle with math subjects in related instruction. The representatives recommended that the state committee and the Bureau implement required assessment scores.

Mr. Smith acknowledged that this subject was brought to the state committee before. He reviewed that applicant assessments are used by local construction committees; the local committee structure makes implementing assessments easier because the committee is a single entity. In contrast, individual sponsors may oppose sending multiple applicants to a technical college to be assessed.

Action: the Bureau will research the matter further because it continues to raise concern.

b. **Implementing revisions to CFR 29.30**

Mr. Kasper updated attendees on the Bureau's progress:

- The Bureau's overall approach is to educate and assist sponsors, not punish them.

- BAS plans to meet with sponsors this summer to discuss the revisions, implementation, and expectations. The meetings will likely be held via webinar.
- The Bureau will use its AA/EEO website as the primary reference for sponsors and apprentices. The page can be accessed from the BAS homepage by clicking the AA/EEO tab on the left.
- BAS updated its information management systems to send automated disability disclosure forms to apprentices; if apprentices choose to complete the form, a copy is sent to the sponsor and ATR. This helps BAS meet the new requirement to track apprentices with disabilities for sponsors with five or more active apprentices.
- Sponsors should email their questions to Mr. Kasper.

The state committee asked whether staff and apprentices would be required to view the anti-harassment training video once or regularly. Mr. Andrew Kasper will research the question for the fall meeting.

c. Industry-Recognized Apprenticeship Programs

Director Johnson reported that IRAPs have been implemented nationally and the construction sector was not included. The Bureau, as the approving agency of all apprenticeships in Wisconsin, will deny IRAPs in Wisconsin and instead discuss flexible options available through registered apprenticeship. More information is likely to come, so the Bureau will keep the state committees informed.

Attendees did not have questions or comments.

d. Federal grants to expand registered apprenticeship

The Bureau has three active federal grants. The first, WAGE\$, is proceeding well. The Bureau anticipates meeting all over its targets except total number of apprentices in new occupations, which is not a surprise because the first programs in new sectors grow slowly at first.

The second and third grants—the State Apprenticeship Expansion (SAE) grant and the Apprenticeship State Expansion (ASE) grant—will help integrate registered apprenticeship into the workforce system. Through the SAE grant, the Bureau will reimburse sponsors for hiring graduates of certified pre-apprenticeship programs. Through the ASE grant, the Bureau funded two full-time Apprenticeship Navigators in the Milwaukee area. The Navigators will connect registered apprenticeship sponsors with the workforce community—WIOA certified individuals, youth apprenticeships, certified pre-apprenticeships, offenders—and will reimburse registered apprenticeship sponsors for certain costs of on-the-job learning.

Attendees did not have questions or comments.

e. Revisions to www.WisconsinApprenticeship.org

Director Johnson reported that the Bureau received permission from the Department of Workforce Development to re-revise its website to look and function differently than the DWD template. The request was influenced by claims from featured sponsors that the recent redesign made their contact information more challenging to access. The Bureau will revise the site this summer.

Attendees did not have questions or comments.

f. Apprenticeship Completion Award Program (ACAP)

Director Johnson reported that ACAP continues to be a strong example of bipartisan support for registered apprenticeship. He reviewed the most recent totals and noted that the denied reimbursements will always be greater than awarded reimbursements because the maximum

reimbursement is 25% of total costs or \$1,000, whichever comes first. He shared that the Bureau is further automating its ACAP processing system to eliminate opportunities for errors. The Department will likely request that ACAP is included in the next biennial budget request.

Attendees did not have questions or comments.

g. Other

Attendees did not have additional topics.

5. New Business

a. Lessons learned from DWD tour of Germany Apprenticeship Program

Director Johnson reported that he, Secretary Frostman, and several WI Apprenticeship stakeholders visited Germany to tour the Germany Apprenticeship Program. He stated the visit was invaluable in learning how WI Apprenticeship could improve and how it works very well already, within the context of U.S. society.

He noted several key take-aways:

- Apprenticeship in Germany is a socio-economic institution. Many, many industries and occupations train workers through registered apprenticeship, and students qualified for apprenticeships are tracked as early as fourth grade. These dynamics are possible due to greater government involvement in industries and the K-12 institutions.
- Similarly, apprenticeship in Germany focuses almost exclusively on preparing students and youth; apprenticeship is rarely used by adults to change careers because they would be far behind the skill level of youth. In contrast, Wisconsin Apprenticeship focuses mostly on helping adults prepare for careers, and Wisconsin Youth Apprenticeship focuses on broadly exposing participants to a career cluster or industry rather than prepare for an occupation.
- WI Apprenticeship works very well within the contexts of U.S. society. Involving K-12 students in career and technical education is very important. Although the U.S. secondary school system would not accept "tracking" students early, students are now required to begin "academic career planning" in middle school.
- Therefore, the most feasible means of strategically positioning Wisconsin Apprenticeship in the K-12 system are to include youth and registered apprenticeship as options within academic career planning and to promote bridging youth apprenticeship to registered apprenticeship.

Attendees did not have questions or comments.

b. 2021 Biennial Apprenticeship Conference

Director Johnson reported that the conference will be held February 22-24, 2021, at the Wilderness Hotel in the Wisconsin Dells. The planning team has begun meeting. The specific theme, workshops, and speakers are under discussion, but the primary focus will be that apprenticeship is for everyone, e.g. every sector, worker, student, partner, etc. The Apprenticeship Expo will be included. By summer, the Bureau will launch the EventBrite registration and mail a save-the-date notice.

Attendees did not have questions or comments.

c. 2020 National Apprenticeship Week

The 2020 National Apprenticeship Week was not yet announced nationally, so the Bureau will observe Wisconsin Apprenticeship Week the week of November 8-14.

Attendees did not have questions or comments.

d. Revising Transition to Trainer

Director Johnson reported that the Bureau, Wisconsin Technical College System, and Worldwide Instructional Design System have begun revising "Transition to Trainer." The revisions will make the course more accessible to non-traditional apprenticeship occupations, update terminology and learning activities, and introduce on-line delivery of specific modules. The project is led by WTCS and includes an industry focus group of trainers from traditional and new sectors.

Attendees did not have questions or comments.

e. BAS leadership and personnel changes

Director Johnson thanked attendees for their letters of support for his acceptance as Bureau Director. He emphasized that his vision is to innovate registered apprenticeship by integrating it further with certified pre-apprenticeship, youth apprenticeship, technical diplomas, and more.

Additional personnel changes include the following:

- Tommy Myles, Apprenticeship Navigator
- Dawn Pratt, Apprenticeship Navigator
- Milton Rogers, Apprenticeship Training Representative for Madison
- Corey Popp, Apprenticeship Training Representative for Madison
- Melissa Kendhammer, Apprenticeship Training Representative for La Crosse
- Chris Landerman, Apprenticeship Training Representative for Appleton

f. Other

Director Johnson thanked attendees for their flexibility in meeting via webinar. He emphasized that COVID-19 is an unprecedented occurrence, so the Bureau fully supports sponsors and technical colleges in proceeding at their discretion in a manner that they deem safe. The Bureau requests only that sponsors and technical colleges ensure that apprentices eventually receive the proper instruction so they can complete the program. Director Johnson noted that all Bureau staff will work from home mid-March through May.

Ms. Nancy Nakkoul reported the broad measures taken by the WTCS and individual technical colleges. Representatives from the various technical colleges reported additional measures their respective colleges have taken.

6. WTCS Update

Ms. Nancy Nakkoul reiterated that technical colleges have been moving instruction to online delivery in response to COVID-19. She thanked sponsors and the Bureau for their support.

Ms. Nakkoul reported the following items:

- The WTCS Apprenticeship Completer Report is now online. The response rate increased to 43%; the median salary increased to \$80,344; and respondents reported 92% satisfaction with on-the-job learning and 96% satisfaction with related instruction. The report now includes data on apprenticeships in new sectors, although the data is limited. The WTCS is researching methods to account for differences in over-time in the salary reporting.

- Unduplicated enrollment in apprenticeship programs increased by 9.9% from the prior year.
- The master chart of related instruction via each technical college is available online.

Attendees did not have questions or comments.

7. Participants included 258 apprentices and 736 sponsors with a contract in active or unassigned status on April 27, 2020.
8. The Bureau will tentatively schedule the next meeting via electronic survey.
9. The meeting adjourned at 12:11 p.m.

*Submitted by Owen Smith,
Bureau of Apprenticeship Standards*

WAGE\$ Apprentices and Sponsors by Occupation Fall 2020 Committee Update

The Wisconsin Apprenticeship Growth and Expansion Strategies (WAGE\$) grant is a 5-year, \$5 million grant from the US Department of Labor. The purpose is to expand Registered Apprenticeship in Advanced Manufacturing and develop new programs in Information Technology and Health Care. The grant started October 1, 2015, and will conclude September 30, 2020.

- The overarching goal is 1,000 apprentices in the occupations selected for grant support.
- The table below shows the number of apprentices by occupation and underrepresented population.
- Employ Milwaukee, Inc., applied for and was granted the same type of grant that BAS applied for. Therefore, BAS and EMI entered into an agreement by which EMI would be able to count certain apprentices for its own grant. As of the date of this report, the following number of apprentices are included in EMI's grant, not the WAGE\$ grant.
 - 9 Industrial Manufacturing Technician apprentices
 - 4 IT Service Desk Technician apprentices
 - 9 Pharmacy Technician apprentices

WAGE\$ Apprentices by Occupation and Underrepresented Status October 1, 2015 - September 2, 2020				
This report includes apprentice records for the report period: Industrial Manufacturing Technician; Maintenance Technician; Mechatronics Technician; Welder - Fabricator; Welder / Automated Welding; Software Developer; Medical Assistant; IT Service Desk Technician; Data Analyst; Broadband Service Technician; Cybersecurity Analyst; Pharmacy Technician; Medical Assistant (WTCS),				
Apprentices claimed by Employ Milwaukee have been removed.				
Occupation Name	Count	Female	Minority	Veteran
Report Total:	678	67	110	50
Industrial Manufacturing Technician - 77 completed; 32 cancelled; 9 apprentices counted by Employ Milwaukee	146	21 (14%)	42 (29%)	6 (4%)
Maintenance Technician - 21 completed; 88 cancelled	360	5 (1%)	36 (10%)	31 (9%)
Mechatronics Technician - 19 cancelled	90	2 (2%)	5 (6%)	9 (10%)
Welder / Automated Welding & Fabricator - 5 completed; 5 cancelled	36	1 (3%)	4 (6%)	3 (8%)
Broadband Service Technician	1			
Data Analyst - 4 apprentices counted by Employ Milwaukee				
IT Service Desk Technician : 3 completed	4	1 (25%)	1 (20%)	
Software Developer	2	2 (100%)		
Medical Assistant - 14 completed; 2 cancelled	39	35 (90%)	22 (56%)	1 (2%)
Pharmacy Technician – 9 apprentices counted by Employ Milwaukee				

195 (29%) of the apprentices identify with at least one of the underrepresented populations.

- 164 of them identify with one of the populations.
- 30 identify with two of them.
- 1 of them identifies with all three.

All ACAP Reimbursement Requests Processed (Time Period) - Summary

Apprenticeship Completion Award Program (ACAP)

Bureau of Apprenticeship Standards

Division of Employment and Training

9/9/20 03:02 PM

Filters Applied: Determination Date between 7/1/19 and 7/13/20, Fiscal Year(s)= FY20

Type	Fiscal Year	# of RRs	\$Approved	\$Denied
Year One	20		\$143,372.43	\$673,638.86
Year One Totals		707	\$143,372.43	\$673,638.86
Completion	20		\$207,219.76	\$1,281,497.76
Completion Totals		479	\$207,219.76	\$1,281,497.76
Report Totals		1,186	\$350,592.19	\$1,955,136.62



WTCS System-Wide Activity Update September 2020

WTCS Apprenticeship Enrollment Trend

WTCS enrollments across all apprenticeship programs increased from 7588 to 7910 unduplicated, and 7696 to 8038 duplicated, students by the end of 2019-2020 academic year. That is a 4.1% and 4.25% increase, respectively, in one year.

Ascendium Education Group Tools of the Trade Scholarships Increased Again in 2020

For the 2020-21 academic year, Ascendium Education Group has committed to awarding an additional 50 scholarships to industrial and construction sector apprentices who receive their related instruction through a WTCS college. A total of 250 awards of \$1500 apiece will be granted statewide in March 2021, with the scholarship application period open from late August until mid-October 2020.

WTCS Systemwide Apprenticeship Curriculum and Course Development Projects Summary FY 2019-20

New Program Systemwide Curriculum Standards	Major Curriculum Revision	Below-the-Line Courses with virtual modality option	Crosswalks between apprenticeship & technical diploma or AAS programs
<ul style="list-style-type: none">• Industrial Metrology• Roadway Maintenance Technician• Biotechnology Lab Support Tech• Pharmacy Technician• Medical Assistant• Cybersecurity Analyst• Facilities Maintenance Technician	Early Childhood Educator	<ul style="list-style-type: none">• Arborist (2)• Machine Tool (1)• Plumbing (2 URI)• IT-Software Developer (4)• IT-Service Desk (3)• IT-Data Analyst (5)• DC Theory Common Core• AC Theory Common Core	<ul style="list-style-type: none">• IT-Software Developer• IT-Service Desk• Cybersecurity Analyst• Metal Fabricator / Welder

Active WTCS-BAS Apprenticeship Programs, By Sector, Occupation, and College as of August 2020

The master chart of all apprenticeship programs with related instruction offered through the WTCS colleges can be found here via the following link. "Active" is defined as approved programs with enrollments in the past two years. The color-coded chart can be found on the MyWTCS website here: [WTCS Active Apprenticeship Programs Snapshot - Color Chart](#)

State Committee Report State Electrical & Instrumentation Comm

This summary counts employers and apprentices with a contract active or unassigned on 10/1/2020 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	271	765	50	6.5	14	1.8
Electrical and Instrumentation (E & I) Technician (0271028101801)	60	184	7	3.8	6	3.3
Industrial Electrician (0282926101801)	143	310	24	7.7	5	1.6
Maintenance Electrician (0282926101802)	3	10	1	10.0	0	
Maintenance Technician (0282926101805)	115	261	22	8.4	4	1.5