

September 5, 2023

TO: Arborist State Apprenticeship Advisory Committee

FROM: [Owen Smith, Bureau of Apprenticeship Standards](#)

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

DATE: **Wednesday, October 18, 2023**

TIME: **10:00 a.m. – 12:00 p.m.**

ATTEND: [Attend virtually.](#)

Attend via phone:

Call: 608-571-2209.

Enter code: 107 627 307#.

AGENDA

Public comment will occur only when noted, after committee discussion and prior to committee action.

1. Call the meeting to order.
2. Introduce and record attendees.
- 3. Administrative tasks, with potential action**
 - a. Review the roster.
 - b. Approve the minutes.
- 4. Discussion, with potential action** (*public comment*)
 - a. Policies identified in spring for potential revision
- 5. Discussions, without action**
 - a. Questions from the Director's Call.
 - b. How is the revised Exhibit A working?
 - c. Other
6. Review program participants.
7. Adjourn.

Draft Minutes

Arborist

State Apprenticeship Advisory Committee

May 02, 2023

Department of Workforce Development, Madison
& Virtual

Members Present	Employer / Organization
Freeland, Wes	Big Iron Tree Works
Harris, Tim	Buckley Tree Care
Hoppe, August	Hoppe Tree Service
Krouse, Randy	City of Milwaukee Forestry
Reince, Ben	Wachtel Tree Service
Members Absent	Employer / Organization
Thierne, John	Eagle Tree Care
Consultants & Guests	Employer / Organization
Caldie, Tom	Bureau of Apprenticeship Standards
Laufenberg, Jeff	City of Milwaukee
Nakkoul, Nancy	Wisconsin Technical College System
Nowak, Raquel	Bureau of Apprenticeship Standards
Olsen, Chuck	Bureau of Apprenticeship Standards
O'Shasky, Lynn	Bureau of Apprenticeship Standards
Pagan, Nicci	Gateway Technical College
Polk, David	Bureau of Apprenticeship Standards
Rogers, Elton	Milwaukee Area Technical College
Schmidt, Cole	Midstate Technical College
Smith, Owen	Bureau of Apprenticeship Standards
Stuart, Dave	Milwaukee Area Technical College

1. The meeting was called to order at 10:03 a.m. by August Hoppe, Committee Co-Chair, in conformance with the Wisconsin Open Meeting Law.
2. Attendees introduced themselves. Mr. Owen Smith, recorded attendance.

3. Old Business

a. Review the roster.

The committee verified that the roster is current. Co-Chair Krouse noted his address is incorrect.

b. Approve the minutes.

The state committee approved the minutes as revised: the meeting was chaired by August.

c. Progress of WAA towards registering as an industry advisory committee.

Mr. Smith revisited that he recommended the Wisconsin Arborist Association consider becoming an industry advisory committee so that it could maintain records of apprentices. He had recommended that the committee consider this administrative shift because the committee had asked on several occasions for the Bureau to identify sponsors that are also WAA members.

The state committee clarified that WAA members are individuals, not companies. A committee representative will ask the WAA board if it wants to establish methods of identifying members who are sponsors.

d. For action: proposed revisions to the statewide Exhibit A

Action: the state committee approved the revisions, including the hours-only term, effective May 8.

4. New Business

a. Review the revised template for state standards.

Mr. Smith discussed the three objectives of revising the state standards: incorporate the revised content and terms from the Wisconsin Apprenticeship Manual; incorporate updated policies from the Department of Labor; and cite policies as established by the Manual or the state committee.

Mr. Smith explained that the revised table of contents reflects the operational scope of state committees: they establish minimum standards but are not parties to the apprentice contract. Section one included policies for state committees established in the Manual; section two included policies established by the state committee.

Policies that pertain to sponsors, such as evaluating and completing apprentices, were omitted; they will be addressed in the revised template for sponsors.

Attendees did not have questions or comments.

b. For action: verify policies established by the state committee.

Action: the state committee verified that the revised template includes its previous policies.

c. Action: identify policies established by the state committee to revise further

Action: the state committee did not identify policies to revise further.

d. Questions from the Director's Call.

Mr. Smith reminded the committee that the Bureau will share apprenticeship-wide updates on the Directors' Call so each committee's individual meeting will be dedicated to its unique policies. However, the Bureau will include this topic on each agenda to ensure committees have an opportunity to ask follow-up questions, if needed.

Attendees did not have questions or comments.

e. Communicating state committee meetings to the public

Mr. Smith reported that he will discontinue cc'ing non-members on courtesy notifications of state committee meetings for appointed members. He reminded attendees that state committee meetings are open to the public and posted publicly; therefore, sending courtesy copies to non-members is unnecessary. He will continue emailing a courtesy meeting invitation to appointed members, who are welcome to forward it to colleagues. Non-members must check the websites.

Attendees did not have questions or comments.

f. Other

Co-Chair Krouse noted that Governor Evers attended an Arborist event that highlighted the apprenticeship.

6. Review the participant data.

The state committee did not have questions or comments about the participant reports.

7. The meeting adjourned at 12:07 p.m. The Bureau will schedule the next meeting via electronic survey.

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

State Committee Report



This summary counts employers and apprentices, between 8/22/2023 and 8/22/2023 with contract status as Active & Unassigned in occupation(s) associated with this committee.

Report is based on apprentice contracts where:

- Contract sector is 'Service'.
- Contract occupation code matches a occupation code assigned to committee.
- Contract sponsor is the employer.

Note: Employers active in more than one occupation or committee can cause Column #3 totals at the Committee or State level to deviate from the summed total of the individual occupation or committee rows.

Occupation	Apprentices									Employers				
	Total	Minority		Females		Union		Non-Union		Total	Union		Non-Union	
		#	%	#	%	#	%	#	%		#	%	#	%
1	2	3	3a	4	4a	5	5a	6	6a	7	8	8a	9	9a
Report Total	65	13	20.0	3	4.6	0	0	65	100.0	16	0	0	16	100.0
Arborist (00-0000.00)	65	13	20.0	3	4.6	0	0	65	100.0	16	0	0	16	100.0



Historical Report by Year

Report Period: 2023* and Previous -10 Years

*Current year is YTD data as of Run Date: 08/22/2023		
Run Date: 08/22/2023		
State Arborist Committee		
Sponsored Trade Group(s): Service		
Year	Active Apprentices	Active Sponsors
2013		
2014		
2015		
2016		
2017	3	2
2018	5	3
2019	39	6
2020	53	10
2021	60	13
2022	86	18
2023	77	13

