#### Department of Workforce Development Employment and Training Division

Bureau of Apprenticeship Standards 201 E. Washington Ave., Room E100

P.O. Box 7972

Madison, WI 53707-7972 Telephone: (608) 266-3332 Fax: (608) 266-0766

Email: DWDDET@dwd.wisconsin.gov



Tony Evers, Governor Amy Pechacek, Secretary-Designee Michele Carter, Division Administrator

March 30, 2021

TO: State Wastewater Treatment Plant Operator Apprenticeship Advisory Committee

FROM: Owen Smith, Bureau of Apprenticeship Standards; <a href="mailto:owen.smith@dwd.wisconsin.gov">owen.smith@dwd.wisconsin.gov</a>

SUBJECT: State Wastewater Treatment Plant Operator Apprenticeship Advisory Committee Meeting

DATE: Tuesday, April 13,2021

TIME: 10:00 AM

PLACE: https://dwdwi.webex.com/dwdwi/j.php?MTID=m687e0edeb59ae398a2f78c65c98c5d13

Mtg number: 145 431 7102 Password: M827PjMk7mJ

Via phone: 1-855-282-6330 US TOLL FREE

Access code: 145 431 7102

#### **TENTATIVE AGENDA**

- 1. Call the meeting to order.
- 2. Distribute the sign-in sheet.
- 3. Review the current roster.
- 4. DNR update

#### 5. Action Items

- a. Approve the draft minutes
- b. Identify outreach efforts for 2021
- c. Revise the statewide Exhibit A
- d. Review the related instruction, i.e. five-year cyclical review.

#### 6. 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

#### 6. Discussion Items, continued

- k. Apprenticeship Completion Award Program
- I. 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 Wastewater Treatment Plant Operator State Apprenticeship Advisory Committee

#### April 21, 2020 Webinar

Members Present	Employer / Organization
Bartel, Bruce	New Water
Dierker, Marty	M&M Environmental Services
Lutz, Lyle	Village of Plover
Wilson, Paul	Walworth County
Zimmer, Kelly	MSA Professional Services
Members Absent	Employer / Organization
Consultants & Guests	Employer / Organization
Conklin, Olivia	Bureau of Apprenticeship Standards
Garber, Amy	Department of Natural Resources
Hawley, Joan	
Horvath, Steve	Moraine Park Technical College
Johnson, Josh	Bureau of Apprenticeship Standards
Myles, Tommy	Bureau of Apprenticeship Standards
Phillips, Amy	Bureau of Apprenticeship Standards
Schmitt, Matt	NewWater
Smith, Owen	Bureau of Apprenticeship Standards
Strickland, Wade	Department of Natural Resources
Wells, Nathan	Department of Natural Resources

- 1. The meeting was called to order at 10:03 a.m. by Mary Dierker, Committee Co-Chair, in conformance with the Wisconsin Open Meeting Law.
- 2. Mr. Owen Smith, webinar host, recorded attendance. A quorum was present.
- The committee reviewed the current roster. No revisions were needed.

#### 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 more represents the absence of new apprentice contracts than the cancellation of existing 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 reported that their respective plants have had to combine positions, quarantine staff, and dramatically reduce the size of training classes. Many plants conduct business virtually.

Ms. Garbe reported that the DNR hosts a weekly COVID-19 roundtable with treatment plants to discuss issues and solutions. She concurred that most plants conduct most business virtually. The most significant issue for the DNR has been how to disseminate certification exams; the agency is still determine the best procedure.

#### b. Revising youth apprenticeship curriculum

Ms. Conklin reported that the state youth apprenticeship staff and Worldwide Instructional Design System are revising all youth apprenticeship curriculum to ensure it meets the needs of industry and aligns with applicable registered apprenticeships. She invited the state committee and consultants to help revise the curriculum applicable to wastewater.

Mr. Bartel reported that his plant sponsored three youth apprentices but had to halt further recruitment due to COVID-19. Ms. Conklin acknowledged the concern and replied that plants are not required to sponsor youth apprentices in order to revise the curriculum.

Mr. Wilson reported that his plant sponsored three youth apprenticeships; they were very helpful but pursued college or the military after graduation. Director Johnson acknowledged that youth apprenticeship exposes participants to a career cluster and graduates could pursue many valid opportunities after high school. Registered apprenticeship is one.

Ms. Hawley reported that the treatment industry learned that, nationally speaking, high school students and staff are mostly unaware of careers in wastewater treatment. Outreach to high school audiences is critical.

Director Johnson thanked the committee and encouraged members to maintain its interest in youth apprenticeship because many occupations from many sectors support the program.

#### 5. Old Business

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

i. The committee approved the minutes as written.

#### ii. Identify outreach efforts for 2020

Director Johnson reviewed that this program has struggled for years to recruit participants. It was built for municipalities, who have not used it for numerous reasons. But the state committee has advised repeatedly that many types of facilities have treatment plants, such as correctional facilities, military venues, and more.

Mr. Horvath reported that he supports aligning the related instruction with the associate's degree curriculum. He will raise it at the upcoming BAS-WTCS joint meeting. The state committee and the DNR supported the idea. Ms. Garbe noted doing so may be complicated for advanced certification because the two routes are registered apprenticeship and an associate's degree. However, the DNR would be excited to explore that.

Mr. Wells reported that the DNR is excited to pursue outreach because it now has a full staff for operator certifications and operator outreach and education. The staff met with Mr. Smith from the Bureau prior to the meeting to discuss which entities and personnel to target. Mr. Wells reported that DNR has discussed registered apprenticeship with multi-state regions; many municipalities asked for advice on how to pay operators because they often perform multiple roles, such as cleaning streets and catching dogs.

Director Johnson responded that employers set the pay at their discretion. The Bureau may provide labor market information, such as median wage, but the employer sets the wage.

#### iii. Revise the statewide Exhibit A.

Mr. Smith reviewed that the state committee requested revising the state Exhibit A to align the training requirements with industry needs.

The committee specifically stated that the work process for sampling and testing was no longer helpful. The committee suggested several revisions, which were recorded by Mr. Smith

Ms. Hawley asked whether the program length of three years was too much. The committee and DNR replied that the length meets industry needs and is based on the certification point system in the state code.

#### b. Implementing revisions to CFR 29.30

Director Johnson 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.

#### e. 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 preapprenticeship 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, not a government website, and be much more user-friendly to career seekers, potential sponsors, and current sponsors and apprentices.

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 questions or comments.

#### 6. New Business

#### a. Mandatory registration in BASERS

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 is 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.

Attendees did not have questions or comments.

b. For action: revising state standards, including applicant assessment requirements, ASVAB 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. State construction committees will also review their applicant assessment requirements

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 will be held virtually throughout the week of
September 29.

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. WTCS Update

Ms. Nancy Nakkoul shared the latest version of the WTCS Apprenticeship Completer Report. She noted that it now includes occupations in new sectors, such Information Technology and Health Care, and will include more new occupations in the future. The data is low due to the low number of participants, but that will increase with future cohorts.

Attendees did not have questions or comments.

- 8. The Bureau will schedule the next meeting via electronic survey.
- 9. The meeting adjourned at 11:45.

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

## **Employment and Salary Data**

2018-19 Apprenticeship Completion













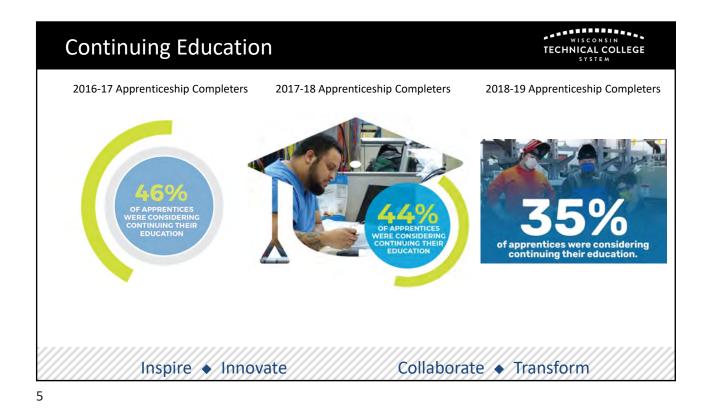


1









### 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: <a href="mailto:nancy.nakkoul@wtcsystem.edu">nancy.nakkoul@wtcsystem.edu</a> or <a href="mailto:dan.arneson@wtcsystem.edu">dan.arneson@wtcsystem.edu</a>

### 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: 2018-19 WTCS Apprenticeship Completer Report

Inspire • Innovate

Collaborate 
Transform

#### Department of Workforce Development Employment and Training Division

Bureau of Apprenticeship Standards 201 E. Washington Ave., Room E100

P.O. Box 7972 Madison, WI 53707

Telephone: (608) 266-3332 Fax: (608) 266-0766

Email: DWDDET@dwd.wisconsin.gov



Tony Evers, Governor Amy Pechacek, Secretary-designee

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

Joshua A. Johnson, State Director Wisconsin Apprenticeship

#### **Department of Workforce Development Employment and Training Division**

Bureau of Apprenticeship Standards 201 E. Washington Ave., Room E100

P.O. Box 7972 Madison, WI 53707

Telephone: (608) 266-3332 (608) 266-0766 Fax:

DWDDET@dwd.wisconsin.gov Email:



Tony Evers, Governor Amy Pechacek, Secretary-designee

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 <u>link</u> 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 dwddetgrants@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

Joshuk A. Johnson

#### Department of Workforce Development Employment and Training Division

Bureau of Apprenticeship Standards 201 E. Washington Ave., Room E100

P.O. Box 7972 Madison, WI 53707

Telephone: (608) 266-3332 Fax: (608) 266-0766

Email: DWDDET@dwd.wisconsin.gov



**Tony Evers,** Governor **Amy Pechacek**, Secretary-designee

#### 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 27<sup>th</sup> 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,

Joshus A. Johnson

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

	Fiscal	# of		
Type	Year	RRs	\$Approved	\$Denied
Year One	21		\$97,137.35	\$328,547.82
Year One Totals	3	404	\$97,137.35	\$328,547.82
Completion	21		\$179,424.43	\$771,505.80
Completion Tot	als	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: <a href="https://wtcsystem.edu/impact/publications/apprenticeship-completion-report/">https://wtcsystem.edu/impact/publications/apprenticeship-completion-report/</a>

- 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 <u>Preparing to Teach Transition to Trainer (PT2TT2T)</u>

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: <a href="https://mywtcs.wtcsystem.edu/">https://mywtcs.wtcsystem.edu/</a>

#### 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> <li>Carpentry (All)</li> <li>Wastewater Treatment</li> <li>Electrical (All)</li> <li>Industrial Manufacturing Technician</li> <li>IT-Service Desk</li> <li>IT-Software Developer</li> </ul>	<ul> <li>HVAC (ABC)</li> <li>Industrial Pipefitter</li> <li>Mechatronics</li> <li>Barber/Cosmetology</li> <li>Bricklaying/Masonry</li> <li>IT Cybersecurity</li> <li>IT Data Analyst</li> <li>Broadband Technician</li> </ul>

#### New Wisconsin Apprenticeship Programs in New Industries 2016 **Mechatronics Tech IT-Software Developer** Arborist WCTC | BTC | GTC | LTC MILW | SWTC | MPTC | CVTC MSTC | CVTC | NTC | MPTC | MDSN MILW | MSTC 2017 **IT-Service Desk Financial Services** Organic Vegetable Farm Data Analyst 2018 Technician Manager Representative MDSN | MPTC MILW | CVTC | MPTC Biotechnology Lab **Broadband Technician Medical Assistant** 2019 **Support Assistant** MDSN **Facilities Maintenance** Cybersecurity Analyst Pharmacy Technician 2020 **Technician** MDSN Roadway Maintenance **Industrial Metrology** Culinary Apprenticeship 2021 <u>Technician</u> Technician WISCONSIN TECHNICAL COLLEGE SYSTEM MILW

Report Name COM-01 State Committee

Report - Industrial & Service

#### Wisconsin Bureau of Apprenticeship Standards **State Committee Report State Wastewater Treatment Committee**



Refresh Date 3/30/21 8:44 AM

This summary counts employers and apprentices with a contract active or unassigned on 3/30/2021 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.

		Total # of Apprentices	Of Total Apprentices in Column 3, # who are			
Trade	Total # of		Minority		Females	
	Sponsors		#	%	#	%
1	2	3	4	5	6	7
Report Total						