

August 22, 2023

TO: State Sheet Metal Apprenticeship Advisory Committee Members

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

SUBJECT: **Sheet Metal State Apprenticeship Advisory Committee meeting**

DATE: **Wednesday, September 20, 2023**

TIME: **10:00 a.m. – 12:00 p.m.**

ATTEND: [Attend virtually.](#)

**Attend via phone only:**

Call 608-571-2209.

Enter code: 410 939 399#.

**Attend in person:**

Department of Workforce Development, Room H103  
201 E Washington Ave  
Madison, WI 53703

**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. Elect Employee Co-chair.
  - c. Approve the minutes.
4. **Policy discussions, with potential action (public comment)**
  - a. Review policies identified in spring for potential revision.
  - b. Review proposed modifications to statewide Exhibit A for Environmental Services Technician.
5. **Policy discussions, without action**
  - a. Questions from the Director's Call.
  - b. Other
6. Review program participants.
7. Adjourn.



**DRAFT minutes of the**

**Sheet Metal**

**State Apprenticeship Advisory Committee**

**April 6, 2023**

Department of Workforce Development  
Madison, WI, with Virtual Option

<b>Members Present</b>	<b>Employer / Organization</b>
Aldag, David (Co-Chair)	Aldag Honold Mechanical Inc
Bartz, Scott	Local 18
Bohacek, Dajen	SMACNA
Groeschel, Jr., Kenneth	Butters-Fetting Co., Inc.
Hyde, Ryan	Engebos Heating and Cooling
Knocke, Scott	Local 18
Sytema, Tim	Local 18
Van Der Puy, Matthew	Local 18
Weise, Rob	Hooper Corporation
Wilson, Stu	Local 18
<b>Members Absent</b>	<b>Employer / Organization</b>
Athas, Donnie	Local 18
Everhart, Richard	General Heating & Air Conditioning
Frehner, Josh	Local 18
Kalcic, Brad	Local 18
Malesevich, Tom	Sure Fire
Mooney, Michael	Local 18
Stockland, Patrick	Capitol Mechanical
Wagner, Craig	Local 18
Wippich, Daniel	Local 18

<b>Consultants &amp; Guests</b>	<b>Employer / Organization</b>
Abbott, Nicholas	Bureau of Apprenticeship Standards
Emrick, Leigh	Associate Builders & Contractors
Guerrera, Candy	WRTP/BIGSTEP
Herber, Ryan	Bureau of Apprenticeship Standards
Hinz, Scott	Local 18
Jungwirth, Christina	Northeast Wisconsin Technical College
Nakkoul, Nancy	Wisconsin Technical College System
Nakkoul, Nancy	Wisconsin Technical College System
Neitzel, Lynn	Worldwide Instructional Design System
Olson, Jake	Local 18
O'Shasky, Lynn	Bureau of Apprenticeship Standards
Polk, David	Bureau of Apprenticeship Standards
Pusch, Elizabeth	Bureau of Apprenticeship Standards
Sanger, Jenny	Bureau of Apprenticeship Standards
Schofield, Trina	Bureau of Apprenticeship Standards
Sherman, Julie	Chippewa Valley Technical College
Smith, Owen	Bureau of Apprenticeship Standards
Stuart, Dave	Milwaukee Area Technical College
Tlachac, Scott	Local 18
Tourdote, Kelly	Associated Builders and Contractors
Walsh, Julie	MAMSMCA

1. The meeting was called to order at 10:03 a.m. by Co-Chair Dave Aldag in conformance with the Wisconsin open meeting laws.
2. Mr. Smith recorded attendees as they introduced themselves. A quorum was present.

### **3. Old Business**

#### **a. Review the roster.**

The committee reviewed the roster. Dajen reported her organization's nominee, Rob Weise, is not included; Scott Knocke reported that he will nominate individuals to fill the vacancies on the labor side; and the committee will elect the Employee Co-Chair at the fall meeting.

#### **b. Action: approve the minutes.**

The committee approved the minutes as revised: a contractor's company was listed incorrectly.

### **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 itself.

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

Several members of the state committee expressed concern that the standards had been revised without involvement of the committee. A general discussion followed about the various sources of policy included in the standards and the review process to date. Mr. Smith and Director Polk emphasized that the revisions included administratively required language from The Manual, the revisions were approved by the Wisconsin Apprenticeship Advisory Council, and the policies established by the committee had not changed. The members contested that they were not included in the Council's discussion.

Mr. Smith reiterated that he needed the committee to take two actions: verify that its policies were included in the revised template; and identify policies that it established that may warrant further discussion in the fall.

The state committee reported that it was not prepared to take action at this meeting. The committee recommended taking additional time to review the template and meeting again for a vote. The Bureau recommended meeting in early May to ensure the Bureau can implement the template.

*Action: The committee and BAS agreed to table the action items and reschedule.*

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

This item was tabled.

#### **c. Action: identify policies established by the state committee to revise further in fall, if needed.**

This item was tabled.

**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; however, some stakeholders have confused the courtesy notification as permission to attend. 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.

Several members requested the Bureau consider implementing a notification system or other means of alerting non-members when meeting material is available.

**f. Other**

Attendees did not have questions or comments.

7. The meeting adjourned at 11:25 a.m. The Bureau will schedule the next meeting via electronic survey.

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*Submitted by Owen Smith,  
Bureau of Apprenticeship Standards*

**DRAFT minutes of the**

**Sheet Metal**

**State Apprenticeship Advisory Committee**

**May 10, 2023**

Department of Workforce Development  
Madison, WI, with Virtual Option

<b>Members Present</b>	<b>Employer / Organization</b>
Groeschel, Jr., Kenneth	Butters-Fetting Co., Inc.
Hyde, Ryan	Engebos Heating and Cooling
Knocke, Scott	Local 18
Sytsma, Tim	Local 18
Weise, Rob	Hooper Corporation
Wippich, Daniel	Local 18
Wilson, Stu	Local 18
<b>Members Absent</b>	<b>Employer / Organization</b>
Aldag, David (Co-Chair)	Aldag Honold Mechanical Inc
Athas, Donnie	Local 18
Bartz, Scott	Local 18
Bohacek, Dajen	SMACNA
Everhart, Richard	General Heating & Air Conditioning
Frehner, Josh	Local 18
Kalcic, Brad	Local 18
Malesevich, Tom	Sure Fire
Mooney, Michael	Local 18
Stockland, Patrick	Capitol Mechanical
Van Der Puy, Matthew	Local 18
Wagner, Craig	Local 18

Consultants & Guests	Employer / Organization
Abbott, Nicholas	Bureau of Apprenticeship Standards
Emrick, Leigh	Associate Builders & Contractors
Herber, Ryan	Bureau of Apprenticeship Standards
Hinz, Scott	Local 18
Olson, Jake	Local 18
O'Shasky, Lynn	Bureau of Apprenticeship Standards
Smrcina, Adam	Local 18
Stahlecker, Ben	Bureau of Apprenticeship Standards
Smith, Owen	Bureau of Apprenticeship Standards
Tlachac, Scott	Local 18
Tourdote, Kelly	Associated Builders and Contractors

1. The meeting was called to order at 10:03 a.m. by Mr. Owen Smith in conformance with the Wisconsin open meeting laws.
2. Mr. Smith recorded attendees as they introduced themselves. A quorum was present.

### **3. Old Business**

#### **a. For action: verify policies established by the state committee.**

Mr. Smith reviewed the policies established by the state committee and noted where each appeared in the old template and new template. He asked the committee to verify that its policies were successfully transferred from the old template to the new template.

*Action: the committee verified its previous policies were included in the new template.*

#### **b. For action: identify policies established by the state committee to revise further in fall**

Mr. Smith asked the committee to identify policies that it had established that may warrant further discussion at the fall meeting.

*Action: The committee recommended reviewing these policies at the next meeting:*

- Applicant assessments and minimum scores
- All minimum qualifications of employers
- Requirements for supervision (the committee supports the policies and will review the wording)



**c. Next steps**

Mr. Smith reported that the Bureau will review the legal wording of certain boilerplate policies, such as minimum age, with its legal counsel and the Advisory Council. The Bureau will implement the revised template this summer, and the state committee will discuss certain policies further at the fall meeting.

7. The meeting adjourned at 11:08 a.m. The Bureau will schedule the next meeting via electronic survey.

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*Submitted by Owen Smith,  
Bureau of Apprenticeship Standards*





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 '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 #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	844	77	9.1	22	2.6	648	76.8	196	23.2	158	105	66.5	53	33.5
Environmental Systems Technician (49-9021.00)	101	11	10.9	2	2.0	100	99.0	1	1.0	36	35	97.2	1	2.8
Environmental Systems Technician (Residential) (00-0000.00)	3	0	0	0	0	3	100.0	0	0	3	3	100.0	0	0
Heating, Ventilating and Air Cond. Install/Service (49-9021.00)	162	15	9.3	2	1.2	0	0	162	100.0	46	0	0	46	100.0
Sheet Metal Worker (47-2211.00)	572	50	8.7	18	3.1	539	94.2	33	5.8	104	89	85.6	15	14.4
Sheet Metal Worker (Residential) (00-0000.00)	6	1	16.7	0	0	6	100.0	0	0	3	3	100.0	0	0

## State Committee Report by Sponsor & Occupation



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 '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
<b>Report Total</b>	<b>844</b>	<b>77</b>	<b>9.1</b>	<b>22</b>	<b>2.6</b>	<b>648</b>	<b>76.8</b>	<b>196</b>	<b>23.2</b>	<b>158</b>	<b>105</b>	<b>66.5</b>	<b>53</b>	<b>33.5</b>
<b>ABC of Wisconsin (All)</b>	<b>194</b>	<b>17</b>	<b>8.8</b>	<b>3</b>	<b>1.5</b>	<b>0</b>	<b>0</b>	<b>194</b>	<b>100.0</b>	<b>52</b>	<b>0</b>	<b>0</b>	<b>52</b>	<b>100.0</b>
Heating, Ventilating and Air Cond. Install/Service (49-9021.00)	162	15	9.3	2	1.2	0	0	162	100.0	46	0	0	46	100.0
Sheet Metal Worker (47-2211.00)	32	2	6.3	1	3.1	0	0	32	100.0	14	0	0	14	100.0
<b>East Central WI Area Sheet Metal JAC</b>	<b>35</b>	<b>1</b>	<b>2.9</b>	<b>1</b>	<b>2.9</b>	<b>33</b>	<b>94.3</b>	<b>2</b>	<b>5.7</b>	<b>13</b>	<b>11</b>	<b>84.6</b>	<b>2</b>	<b>15.4</b>
Environmental Systems Technician (49-9021.00)	10	1	10.0	0	0	9	90.0	1	10.0	7	6	85.7	1	14.3
Sheet Metal Worker (47-2211.00)	25	0	0	1	4.0	24	96.0	1	4.0	8	7	87.5	1	12.5
<b>ELW Area Sheet Metal JAC</b>	<b>80</b>	<b>6</b>	<b>7.5</b>	<b>0</b>	<b>0</b>	<b>80</b>	<b>100.0</b>	<b>0</b>	<b>0</b>	<b>20</b>	<b>20</b>	<b>100.0</b>	<b>0</b>	<b>0</b>
Environmental Systems Technician (49-9021.00)	5	1	20.0	0	0	5	100.0	0	0	3	3	100.0	0	0
Sheet Metal Worker (47-2211.00)	75	5	6.7	0	0	75	100.0	0	0	20	20	100.0	0	0
<b>Fox Valley Area Sheet Metal JAC</b>	<b>170</b>	<b>6</b>	<b>3.5</b>	<b>7</b>	<b>4.1</b>	<b>170</b>	<b>100.0</b>	<b>0</b>	<b>0</b>	<b>20</b>	<b>20</b>	<b>100.0</b>	<b>0</b>	<b>0</b>
Environmental Systems Technician (49-9021.00)	4	0	0	0	0	4	100.0	0	0	2	2	100.0	0	0
Sheet Metal Worker (47-2211.00)	166	6	3.6	7	4.2	166	100.0	0	0	19	19	100.0	0	0
<b>Madison Area Sheet Metal JAC</b>	<b>116</b>	<b>19</b>	<b>16.4</b>	<b>5</b>	<b>4.3</b>	<b>116</b>	<b>100.0</b>	<b>0</b>	<b>0</b>	<b>13</b>	<b>13</b>	<b>100.0</b>	<b>0</b>	<b>0</b>
Environmental Systems Technician (49-9021.00)	13	2	15.4	0	0	13	100.0	0	0	3	3	100.0	0	0
Sheet Metal Worker (47-2211.00)	103	17	16.5	5	4.9	103	100.0	0	0	13	13	100.0	0	0

**Report Name** COM-01 State Committee  
Report

**Refresh Date** 8/22/23 9:47 AM

Wisconsin Bureau of Apprenticeship Standards

## State Committee Report by Sponsor & Occupation



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

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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
<b>Report Total</b>	<b>844</b>	<b>77</b>	<b>9.1</b>	<b>22</b>	<b>2.6</b>	<b>648</b>	<b>76.8</b>	<b>196</b>	<b>23.2</b>	<b>158</b>	<b>105</b>	<b>66.5</b>	<b>53</b>	<b>33.5</b>
<b>Milwaukee Area Sheet Metal JAC</b>	<b>208</b>	<b>23</b>	<b>11.1</b>	<b>5</b>	<b>2.4</b>	<b>208</b>	<b>100.0</b>	<b>0</b>	<b>0</b>	<b>45</b>	<b>45</b>	<b>100.0</b>	<b>0</b>	<b>0</b>
Environmental Systems Technician (49-9021.00)	56	4	7.1	2	3.6	56	100.0	0	0	17	17	100.0	0	0
Environmental Systems Technician (Residential) (00-0000.00)	3	0	0	0	0	3	100.0	0	0	3	3	100.0	0	0
Sheet Metal Worker (47-2211.00)	143	18	12.6	3	2.1	143	100.0	0	0	36	36	100.0	0	0
Sheet Metal Worker (Residential) (00-0000.00)	6	1	16.7	0	0	6	100.0	0	0	3	3	100.0	0	0
<b>Southeastern WI Area Sheet Metal JAC</b>	<b>41</b>	<b>5</b>	<b>12.2</b>	<b>1</b>	<b>2.4</b>	<b>41</b>	<b>100.0</b>	<b>0</b>	<b>0</b>	<b>9</b>	<b>9</b>	<b>100.0</b>	<b>0</b>	<b>0</b>
Environmental Systems Technician (49-9021.00)	13	3	23.1	0	0	13	100.0	0	0	4	4	100.0	0	0
Sheet Metal Worker (47-2211.00)	28	2	7.1	1	3.6	28	100.0	0	0	7	7	100.0	0	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 Sheet Metal Committee		
Sponsored Trade Group(s): Construction		
Year	Active Apprentices	Active Employers
2013	417	132
2014	419	121
2015	466	121
2016	493	128
2017	569	145
2018	631	151
2019	694	150
2020	750	161
2021	778	161
2022	792	155
2023	777	151

