

August 22, 2023

TO: Roofing and Waterproofing State Apprenticeship Advisory Committee Members

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

SUBJECT: Roofing and Waterproofing 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: 546 198 474#.

Attend in person:

Department of Workforce Development, Room F105
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. Approve the minutes.
- 4. Policy discussions, with potential action (public comment)**
 - a. Policies identified in spring for potential revision
- 5. Policy discussions, without action**
 - a. Questions from the Director's Call.
 - b. Other
6. Review program participants.
7. Adjourn.

Draft Minutes of the
Roofing & Waterproofing
State Apprenticeship Advisory Committee

April 20, 2023
Department of Workforce Development
Madison, WI, with Virtual Option

Members Present	Employer/Organization
Nelson, Taylor	Roofers Local 65
Noffke, Ben	Noffke Roofing
Brenner, Nick	Roofers Local 65
Members Absent	Employer/Organization
Busalacchi, Chris	Schranz Roofing
Gorman, Travis	Roofers Local 11
Hanke, Jesse	Roofers Local 65
Langer, Mark (Co-Chair)	Langer Roofing & Sheet Metal
McNulty, Dennis	Roofers Local 65
Consultants & Guests	Employer/Organization
Emrick, Leigh	Associated Builders and Contractors
Guerrera, Candy	WRTP/BIG-STEP
Smith, Owen	Bureau of Apprenticeship Standards
Zoerb, Steve	Madison College
Zupan, Jeff	

1. The meeting was called to order at 1:00 p.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. Review the roster.

The committee reviewed the roster. No changes were needed.

b. Action: approve the minutes.

The committee approved the minutes as written.

c. Duties of a state committee

Mr. Smith reviewed he had postponed several meetings due to the lack of a quorum. He reviewed that state committees meet twice per year and that members are expected to make most meetings. He asked members whether the committee should meet less frequently or disband.

The state committee replied that business needs had prevented many members from attending and it will continue to meet as scheduled.

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.

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 in fall

Action: the state committee recommend these policies be discussed further at the fall meeting:

- Minimum education requirements
- Applicants must possess a commercial driver's license or be able to get one.
- Local committees will try to place apprentices who had a CDL... lose and are terminated.
- Drug testing
- Employers must have the necessary facilities.
- Employers must regularly engage in and perform diversified types of work...
- Employers must have at least two years' experience as an employer in this field
- First-year apprentices shall not work or be exposed to live voltage circuits.

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.

5. The state committee concurred with the participant data.
6. The meeting adjourned at 11:36 a.m. The Bureau will schedule the next meeting via electronic survey.

Submitted by Owen Smith, Program & Policy Analyst



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	55	23	41.8	0	0	46	83.6	9	16.4	11	7	63.6	4	36.4
Roofer and Waterproofor (47-2181.00)	55	23	41.8	0	0	46	83.6	9	16.4	11	7	63.6	4	36.4

Report Name COM-01 State Committee
Report

Refresh Date 8/22/23 9:48 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.

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	55	23	41.8	0	0	46	83.6	9	16.4	11	7	63.6	4	36.4
ABC of Wisconsin (All)	9	8	88.9	0	0	0	0	9	100.0	4	0	0	4	100.0
Roofer and Waterproofer (47-2181.00)	9	8	88.9	0	0	0	0	9	100.0	4	0	0	4	100.0
SE Wisconsin Roofing & Waterproofing JAC	46	15	32.6	0	0	46	100.0	0	0	7	7	100.0	0	0
Roofer and Waterproofer (47-2181.00)	46	15	32.6	0	0	46	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 Roofing & Waterproofing Committee		
Sponsored Trade Group(s): Construction		
Year	Active Apprentices	Active Employers
2013	98	30
2014	76	26
2015	95	26
2016	84	20
2017	78	18
2018	88	19
2019	92	19
2020	87	16
2021	82	16
2022	82	16
2023	79	15

