

PENNSYLVANIA APPRENTICESHIP AND TRAINING COUNCIL

March 10, 2022

(VIRTUAL MEETING VIA MICROSOFT TEAMS)

9:00 AM

Chairperson Lisa Godlewski called the meeting of the Pennsylvania Apprenticeship and Training Council to order at 9:03 a.m.

PA Apprenticeship and Training Council Members in Attendance:

Employee Members	Present	Absent	Employer Members	Present	Absent	Public Members	Present	Absent
Timothy Griffin	X		Lisa Godlewski	X		Lisa Williams	X	
Robert Bair	X		Barry Kindt	X		Greg Chambers	x	
William McGee	X		Jon O'Brien	X		Cheryl Feldman		x
Mike Neill	x		Mike McGraw	x				

Ex-Officio Members and Designees:

Bureau of Career and Technical Education: Dr. Lee Burket, Director

Office of Vocational Rehabilitation, PA Department of Labor and Industry: Jeffrey Seabury, Vocational Rehabilitation Specialist

Workforce Development, PA Department of Labor and Industry: Sheila Ireland, Deputy Secretary

Pennsylvania Department of Labor and Industry

Tara Loew, Director, Apprenticeship & Training Office

Peter Getzie, Assistant Chief Counsel, Office of Chief Counsel

Katherine Jones, Assistant Counsel, Office of Chief Counsel

Cristie DeWitt, Workforce Development Supervisor, Apprenticeship and Training Office

Joe Bass, Apprenticeship and Training Representative (ATR), Apprenticeship and Training Office

Drew Grasso, Apprenticeship and Training Representative (ATR), Apprenticeship and Training Office

Christina Miller, Apprenticeship and Training Representative (ATR), Apprenticeship and Training Office

Bryan Nilsson, Apprenticeship and Training Representative (ATR), Apprenticeship and Training Office

William Miner, East Special Project Apprenticeship and Training Representative (ATR), Apprenticeship and Training Office

Jared Young, Statewide Special Project Apprenticeship and Training Representative (ATR), Apprenticeship and Training Office

Danielle Demirovic, Pre-Apprenticeship Manager, Apprenticeship and Training Office

Sam Primak, Grants and Statistical Development Manager, Apprenticeship and Training Office

Nukea Finley, Clerk 2, Apprenticeship and Training Office

Gina Meringer, Clerk 2, Apprenticeship and Training Office

James Chiarriero, KDP, Contractor for Apprenticeship and Training Office

U.S. Department of Labor

Nicholas Burdick, Deputy Regional Director, Office of Apprenticeship

Approval of January 13th, 2022, Meeting Minutes:

- Timothy Griffin stated that the minutes should not be approved because they are too detailed and seems more like a transcript. He stated that the minutes should only be recording the actions taking place
- Chairperson Lisa Godlewski responded to Timothy Griffin that the meeting minutes should fall in line with what the interaction is with the council at the meeting and not be transcribed
- Peter Getzie responded that the PA code of the regulations for the Sunshine Act 1.52 of 1986 is what would be required in the meeting minutes. Anything more than the Sunshine Act would be up to the Chairperson
- Greg Chambers stated that to be fair to the sponsors a summary should be added of what the council recommended to each sponsor
- Director Tara Loew stated that her team is researching for a way to share the recordings with council

- Barry Kindt stated adding a box at the top of the section of the meeting minutes would be helpful to know who was present and who was not
- Motion to table the meeting minutes for January 13th, 2022, until next council meeting was submitted by Timothy Griffin; motion was seconded by Robert Bair. Motion approved unanimously, no abstained

Public Comment:

- Timothy Griffin asked if a council member could call on a public member that is an expert in the field that is being discussed for their occupation
 - Peter Getzie responded the decision would be up to the chairperson

Ex-Officio Member Report: Bureau of Career and Technical Education (Dr. Lee Burket, Director)

- The PAsmart Stem Grant is open from March 1st, 2022 – June 30th, 2024, the maximum grant award is \$500,000 and it does require a partnership. The PA Department of Education will be helping to review the grants for School to Work Program through the PA Department of Labor and Industry and is open until March 15th, 2022. The grant will require a partnership with Workforce Development, schools, and employer organizations

Ex-Officio Member Report: Office of Vocational Rehabilitation, PA Department of Labor and Industry (Jeffrey Seabury, Vocational Rehabilitation Specialist)

- The state board has approved a plan for the combined workforce plan which does include admission toward apprenticeship. The Keystone Development Partnership navigator programs next cohort will start in the beginning of June. They can offer two staff position in the navigator program to work towards apprenticeship

Ex-Officio Member Report: Unemployment Compensation Programs, PA Department of Labor and Industry (Susan Dickinson, Acting Deputy Secretary)

- Was not present. No report

Ex-Officio Member Report: Workforce Development, PA Department of Labor and Industry (Sheila Ireland, Deputy Secretary)

- Pennsylvania will be receiving funds for the Infrastructure Bill of 1.63 billion federal funding and will receive 18 billion over the next five years for the bill. Across the country there are 20 million factories and construction jobs that are vacant because of the high turnover there is still a million vacancies in Pennsylvania. Pennsylvania will be short with the skilled labor workers by over a million. When the Infrastructure Bill money comes in, there will not be enough workers. Pennsylvania will need to double up on apprentices to take full advantage of the Infrastructure Bill money. As jobs become available there will be more money coming into Pennsylvania, specifically for apprenticeships to help double the number of apprenticeship programs Pennsylvania has
- Greg Chambers would like to know what steps would be taken place for marketing and media
 - Deputy Secretary Sheila Ireland replied it is very hard to get peoples attention now a days. Under Director Tara Loew's leadership, the information is getting out to the CareerLink
- Robert Bair stated the wages to attract people into the apprenticeship is lacking. Pennsylvania needs to revamp the wages

Report: U.S. Department of Labor, Office of Apprenticeship (Nicholas Burdick, Multi-State Navigator)

- He has been with the apprenticeship office for 6 years as an ATR in New Jersey field office before becoming a multi-state navigator. The advisory committee known as the ACA has had 2 meetings and planning for a third meeting in April 2022. The five subcommittees that they have established been working on increasing, diversity, equity, inclusion, accessibility, apprenticeship modernization, industry engagement in emerging sectors, and apprenticeship pathways. All meetings are open to the public and if anyone wants to join the meeting virtually you can find the links on www.apprenticeship.gov
- The national office has been working on the standards builder which is an electronic tool to help the apprenticeship staff both OA/SSA. The purpose is to assist with standards development. The benefits are that there will be no more emailing back and forth trying to keep tracking of the updated standards version
- The apprenticeship Builder America Grant Program will make 113 million dollars in grant funding across 5 different categories, and you can submit for single or multiple in the categories. The 5 categories are state apprenticeship building modernization, expansion of wrap opportunities for youths, ensuring applicable pathways though pre-apprenticeship, leading to enrollment into equity partnerships, registered apprenticeship hubs. The deadline for the applications is on April 25, 2022

“Approval of Standards of Apprenticeship” and trade/occupation additions- Secondary or more review

- a) Plastek Group, Maintenance Machine Technician, 4th Review-Individual, Non-Joint
- Kyle Hardner represents the Plastek Group which is based in Erie Pennsylvania. A world class manufacturing packaging company. They use injection molding for plastic parts. The program they are looking to get approved is Maintenance Machine Technician. He also went over the suggestions that council gave last meeting.
 - A discussion took place between council and the sponsor
 - Summary of changes council suggested to sponsor
 - The sponsor is to update the selection procedures on how the apprentices are selected and evaluated in their final standards
 - Robert Bair made a motion to approve the program with administrative changes; motion was seconded by Gregor Chambers; Motion was carried unanimously by council; no abstained
- b) Universal Academy, Electrician, 5th Review- Group, Non-Joint
- Since the last time Marc Benson spoke with council, they made some changes to their packet. He stated they changed from the old format to the new format. Made corrections for the hours to line up with the appendixes and in the standards. He highlighted some of the places that were being taught in the RTI plan as well as word processes, and the competencies in appendix A question 2. He stated he included the questions that all the apprentices are asked when they are enrolled in school. They are going to be paid by the employer that participates in their program. Students must be paid during classroom hours, and the employer is responsible for the cost of the school
 - A discussion took place between council and the sponsor
 - Summary of changes council suggested to sponsor
 - Page 11 is listed as 16 years of age. Need to change the age to 18 years old
 - Page 68 appendix G question 8 there was a small error that should say off setting cost not off setting coat
 - The wage percentage should be the same for all employers
 - Barry Kindt made a motion to approve the program with administrative changes requested; motion was seconded by Mike McGraw. Motion was carried unanimously by council; no abstained

One Year Program Audit- Presentation by Director Tara Loew

- a) January – This one-year program audit was discussed last council meeting. Since then, the ATO staff did add additional information to the program audits. Due to staffing issues the office will not be able to do the provisional and compliance reviews at this time. Director Tara Loew added an official recommendation box to the Registered Apprenticeship Program Audit Document. She informed council on how the ATRs will be doing the assessments for the programs, what the recommendations would be and how they would be monitoring the programs moving forward. Director Tara Loew presented the documents from January and February’s audit and gave a brief overview of them
- b) February – Timothy Griffin expressed this is a great start for the Penn State butcher program and is great to see where the program was at the first-year mark

Old Business

- Update on programs approved with administrative changes - **Westinghouse Specialty Metals Plant, Maintenance Technician – Electrician Individual, Joint**
 - The Apprenticeship and Training Office was waiting on the additional information from Westinghouse in which they did provide. The program was approved on February 6th, 2022

New Business

- Barry Kindt informed council that former council member Roy Christ wanted to congratulate the new council members

Report: Sub-Committees

- Re-entry:

Report: PA Apprenticeship and Training Office, PA Department of Labor and Industry (Tara Loew, Director)

- They were set to release the PAsmart funds close to fourteen million in December to begin in January. The awards are not out yet, but they are working on finalizing. They added accountability pieces to this round of the PAsmart Grant. Includes outlining outcome minimums and the requirement of a long-term sustainability plan. They will be improving the reporting

which will be quarterly reporting but will be broken down by the month for PAsmart

- She gave a brief update on the Infrastructure Bill. She stated that there will be a new grant opportunity coming out for building trades to support in building diverse pipelines registered apprenticeship
- The Apprenticeship and Training Office will be applying for the ABA grant.
- Director Tara Loew stated that she was able to fill eight positions with multiple new staff coming on board just in the last few weeks. After talking with council and leadership at Labor and Industry an additional ten new positions were created. Those new positions are one additional ATR, three Special Project ATRs, two Compliance ATRs, two Data Specialist, one Job Seeker liaison and one additional Clerk. The new staff introduced themselves and their current roles with the Apprenticeship and Training Office. The next positions to be posted for hire is one Special Project ATR and two Compliance ATRs.
- Director Tara Loew touched base on compliance reviews. They have an ongoing list of registered apprenticeship programs that will be prioritized once the compliance staff is hired and adequately trained. The clerical administration staff is currently updating the contacts for the apprenticeship programs that lack points of contact or have a federal representative as a point of contact for their program
- She stated that the ATO will be putting out a memo about the additional validation and backup documentation required for various actions put through RAPIDS, potentially including completions more than 90 days prior to the expected completion day, and advanced credit awarded for new starts.
- The ATO has created a new document called the apprenticeability occupation checklist for when the sponsors are looking to create a PA specific occupation. Once a case is made for each piece of apprenticeability criteria, ATR's will be reaching out to 3 experts and getting them to sign off on the occupation if they think that the occupation is in fact apprenticeable and meets the criteria. Once approved by the experts, the Workforce Development Supervisor Cristie DeWitt and then Director Tara Loew will review and sign off on the form. This form will be included in the registration packet.
- As already explained and dispersed in email, she also shared the PATC checklist document which is designed to be a support tool for council in determining eligibility for approval of a program etc.
- Director Tara Loew gave an overview of the PA National Registered Apprenticeship Program Accreditation Form. This document is used for nationally registered programs that would like to use their national standards for their occupation. If they want to use or update their national standards across the board, she stated that instead of writing new standards for PA, adding the addendum with the signatures was determined to be appropriate in this case.

Report: Council Chairperson (Lisa Godlewski)

- She expressed that she was impressed with the meeting that had taken place that day. She stated that herself, Director Tara Loew, and legal counsel meet in between council meetings, and they do have monthly check ins. She spoke on the in-person meetings versus virtual meetings.

Adjournment

- Motion to adjourn by Jon O'Brien; seconded by Barry Kindt; approved unanimously. Meeting adjourned at 12:02 pm.

Executive Session

- Executive session was not called to order

The next meeting of the Pennsylvania Apprenticeship and Training Council is scheduled for 9:00 a.m. April 21st, 2022. Virtual meeting information is found on the reoccurring invite.