

**PENNSYLVANIA APPRENTICESHIP AND TRAINING COUNCIL**

**May 11, 2023**

**(VIRTUAL MEETING VIA MICROSOFT TEAMS)**

**9:00 AM**

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**Chairperson Lisa Godlewski called the meeting of the Pennsylvania Apprenticeship and Training Council to order at 9:02 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	Gregory Chambers	X	
William McGee		X	Jon O'Brien	X		Cheryl Feldman		X
			Mike McGraw	X				

**Ex-Officio Members and Designees:**

Unemployment Compensation Program, PA Department of Labor and Industry: Maria Macus, Deputy Secretary  
Workforce Development, PA Department of Labor and Industry: Daniel Kuba, Deputy Secretary

**Pennsylvania Department of Labor and Industry**

Peter Getzie, Assistant Chief Counsel, Office of Chief Counsel  
Bryan Smolock, Director, Bureau of Labor Law Compliance  
Tara Loew, Director, Apprenticeship and Training Office  
Cristie DeWitt, Workforce Development Supervisor, Apprenticeship and Training Office  
Sam Primak, Grants, Compliance, and Statistical Development Manager, Apprenticeship and Training Office  
Joseph Bass, Apprenticeship and Training Representative, Apprenticeship and Training Office  
Kathleen Watson, Data Specialist Apprenticeship and Training Representative, Apprenticeship and Training Office  
Marshal Palmer, Western Apprenticeship and Training Representative, Apprenticeship and Training Office  
George Tanner, Special Project Apprenticeship and Training Representative, Apprenticeship and Training Office  
Joseph Poland, Eastern Compliance Apprenticeship and Training Representative, Apprenticeship and Training Office  
David Croyle, Western PA Compliance Apprentice Training Representative, Apprenticeship and Training Office  
William Miner, Data Entry Specialist, 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  
Jeanette Colman, Job Seeker Liaison, Apprenticeship and Training Office  
Gina Meringer, Clerical Assistant 2, Apprenticeship and Training Office  
Bryana Feliciano, Limited Term Clerk, Apprenticeship and Training Office

**U.S. Department of Labor**

Nicholas Burdick, Multi-State Navigator

**Approval of April 13th Meeting Minutes**

- Motion to approve April 13th minutes as submitted by Robert Bair; seconded by Michael McGraw. Motion approved unanimously.

**Public Comment:**

- Richard Braden, Managing Director, CompTIA for Tech Offerings
  - Richard wanted to express his support for technology apprenticeship programs and his support for Tech Impack

**Ex-Officio Member Report: Unemployment Compensation Program, PA Department of Labor and Industry: Maria Macus, Deputy Secretary**

- The unemployment rate for March was 4.2%. The unemployment rate number the week ending on May 6<sup>th</sup> was 276,000. There was 10,025 initial claims and 7000 continued claims. Most of the claims are from the construction and manufacturing industries.
- Anyone trying to contact the unemployment office is encouraged to email or chat with a live agent because there is still a holding time of 43 minutes for the phones.
- Robert Bair wanted to know if the backlog of claims were cleared out.
  - Deputy Secretary Maria Macus replied they are on track to having the backlog of unemployment claims and the fraud reports processed by August.
- Robert Bair asked if they are still in the process of rewriting the intake form?
  - Deputy Secretary Maria Macus responded their plan is to use ability testing. They are looking into working with the National Association of State Workforce Agencies (NASWA). NASWA will work with individuals that use the system and then they will help rewrite the initial questions.
- Robert Bair inquired if Acting Secretary Nancy Walker put in a request to reallocate the Sift fund to hire people to staff the agency.
- Deputy Secretary Maria Macus said that they have asked the legislators if they can drawdown on the Sift fund so they can hire enough people to staff the agency and to answer the phones, chat, and email.

**Ex-Officio Member Report: Workforce Development, PA Department of Labor and Industry: (Daniel Kuba, Deputy Secretary)**

- Over the last two years they have looked at the overall digital literacy and the knowledge of the citizens of Pennsylvania. The ability to use cell phones, apps and websites is challenging across the commonwealth. They submitted for a 45,000 dollar grant to put small hubs around the commonwealth to help improve Pennsylvania's literacy. They submitted for a second small grant of about 45,000 dollars to set up more computer hubs and labs so they can do a lot more education and working with the Pennsylvania citizens to help them adapt to using technology into their daily lives.
- They recently have been looking into the future for grant opportunities and the Business Education Partnership Grants of about 3.3 million dollars was sent out to the local workforce development boards. This grant is to support getting business in general tied in with the educational areas.
- They are contently looking and working to improve the overall efficiencies within the bureaus. In a few different areas he has been looking and working on enhancing the workforce development administration. Their work environment has changed quite a bit over the years from management down. As they look at their current infrastructure they are expanding and creating new positions that handle more special project activities. He is currently working on the overall structure of the apprenticeship and training office and looking at the overall staffing needs. He is trying to figure out where to put additional staffing to support the office and once this is complete, he will advise council.
- Richard Braden of CompTIA offered to help push the agenda of the tech apprenticeships since they have a lot of resources available.
  - Secretary Daniel Kuba replied as they have experienced a pandemic, the system can be a bit messed up. No one talks about the customers that go to the local CareerLinks and their capabilities. When you go though and try to add technology enhancement to a system after a pandemic. The citizens were just not able to be prepared for the edit and changes of the system. The digital literacy is a big area and that is one of the best trainings they can do for the citizens of PA and they do need to get people behind the digital literacy.

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

- They are expecting a notice of a proposed rulemaking. Hopefully this will be around this summer. Once it does come out, he will provide the information to Director Tara Loew so she can share. There will be an open public period for comments. They are not sure how long the comment period will be so please make some kind of commit.
- The last ACA meeting was held in Chicago. There is going to be an issue paper and report coming out shortly. A lot of the talking points were around family sustaining wages, what that is and how to define it and how that would go into apprenticeship. They will be accepting applications for the ACA committee members maybe sometime around summer but not sure when that will come out.
- There is a new round for the ambassador program that will be announced. To apply to the ambassador program, organizations put together applications and submit to the department and have them vetted. These individuals are proponents of apprenticeship. They committed to complete certain actions.
- Gregory Chambers asked if the recommendation from the ACA for living wage is that the minimum is based nationally or specific geographic locations?
  - Nicolas Burdick responded that was a long discussion and wants to see what comes out on the report because he does not want to give bad information because there were so many definitions.
- Mike McGraw said that he was looking at the ONet codes and looks like the ones with the double zero at the end was switched to 02.
  - Nicolas Burdick replied that ONet does update the codes and there could have been an update on the standards or could have just been an administrative change.

**Guest Speaker/Report: Bureau of Labor Law Compliance, PA Department of Labor and Industry (Brian Smolock, Director)**

- His office deals with the investigation of 13 different labor laws and they range from child labor, minimum wage, prevailing wage, Acclement 2 which bans mandatory overtime for nurses, and misclassification for construction workers. Everything they do is direct engagement with employers and the workers that work for them and feel they were wronged in some way.
- The apprenticeship office and labor law office have a direct intermingle for example when it comes to prevailing wage, when apprentice is not registered, or not working in the trade that the apprentice signed up for this is when it becomes a labor law issue.
- There is interest in his office being transparent and giving information but that is not easy for them to do because investigations are confidential, they cannot release investigations to the public. You may see an investigation on their website for example if they debar an employer or a contractor because the prevailing wage was an intentional violation that is published and when the contractor and companies do not pay fines or settlement agreements also go on the website.
- Timothy Griffin asked how you locate the information

Please click the hyperlinks for the information on the website [Debarments and Settlements \(pa.gov\)](#) and [PA L&I Non-Compliance List](#)

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

- a) New Village Institute, Undercar Specialist (Alternate Title: Automotive Tech Specialist), 1st Review, New Program, Group Non-Joint
  - Sponsor Representative: Christ Barton, Campus Director, New Village Institute Blairsville LLC
    - Sponsor representative shared an overview of the program
  - A discussion took place between the sponsor and council
  - Summary of changes council suggested
    - Correct misspelled words throughout the packet

- Robert Bair made a motion to approve the program with administrative changes; was seconded by Jon O'Brien; motion was carried unanimously by council; no abstention
- b) Pennsylvania College of Technology, Robotics Technician, 2<sup>nd</sup> Review, Trade Program, Group Non-Joint
  - Sponsor Representative: Beth Bittenbender, Director Operations and Special Projects, Pennsylvania Collage of Technology
    - Sponsor representative shared an overview of the program
  - A discussion took place between the sponsor and council
  - Summary of changes council suggested
    - Supervision – what is the level of supervision and is supervision would be available as needed
    - Candidates – make sure that the candidates have the same training opportunity
    - Work time – spell out that there are enough hours of work available for apprentices, the program is being presented as PT employment
    - Page 55 question 10 – leaves the possibility that someone could just watch recordings. Add something that says something like approval has to be done by the training director.
    - Page 55 question 11- certification – add that the employer pays for at least the first exam
    - Safety plan – should mention the about the Robotics Industry Association (RIA) safety training
  - Timothy Griffin made a motion to not approve the program as submitted; was seconded by Robert Bair; motion was carried unanimously by council; no abstention

**Initial “Review of Standards of Apprenticeship” and Trade/Occupation additions**

- a) O-I Plant #18 and #19, Machinist, 1st Review, Trade Program, Individual Joint
  - Sponsor Representative: Holly Wardell, People & Culture Generalist, O-I Plant #18 and #19, Machinist
    - Sponsor representative shared an overview of the program
  - A discussion took place between the sponsor and council
  - Summary of changes council suggested
    - Internal staff – does the internal training staff have the training required
    - CNC machine – Clarify if the machine is manual or digital
    - Calibration – add that the apprentices will learn about calibration
    - Welding – needs to be measurable and list the welding certificates
    - Certifications – list the certifications the apprentice would receive,
    - Safety training – list out the safety training and add Ocean 10 training
    - Section 9 selection procedures - should match throughout the packet and include the interview
  - Timothy Griffin made a motion to consider this program at the next council meeting; was seconded by Robert Bair; motion was carried unanimously by council; no abstention
- b) Beaver Jack Tree Service, Arborist, 1st Review, New Program, Individual Non- Joint
  - Sponsor Representative: Emily Bush, Administrator, Beaver Jack Tree Service; William Schaltenbrand, President, Owner, CTSP, Beaver Jack Tree Service
    - Sponsor representative shared an overview of the program
  - A discussion took place between the sponsor and council
  - Summary of changes council suggested
    - How is RTI provided – add that the RTI is done with a Certified Tree Care Safety Professional (CTCSP)
    - Federal Work process for occupation – email to council members
    - Apprentice hours – need to be able to validate that the apprentices are tracking hours accurately
    - Reference Electrical Hazards Awareness (EHAP) certification
  - Robert Bair made a motion to consider this program at the next council meeting; was seconded by Gregory Chambers; motion was carried unanimously by council; no abstention

- c) UPMC Presbyterian/Shadyside Corporate Services, Industrial Maintenance Repairer, 1st Review, New Program, Individual Non- Joint
  - Sponsor Representative: Edward Dudek, Corporate Vice President of Facilities Engineering and Maintenance, Engineering & Maintenance, UPMC Presbyterian/Shadyside Corporate Services
    - Sponsor representative shared an overview of the program
  - A discussion took place between the sponsor and council
  - Summary of changes council suggested
    - Labs
      - Add what the labs look like
      - How are the labs validated
      - How is the sponsor verifying the apprentice is the learning the labs
    - Selection process – add a copy of assessment and interview rubric
  - Define the voltage the apprentices are working on. Robert Bair made a motion to consider this program at the next council meeting; was seconded by Michael McGraw motion was carried unanimously by council; no abstention
  
- d) Pittsburgh Chapter NTMF, Machinist, 1st Review, New Program, Group Non- Joint
  - Sponsor Representative: Elizabeth Blashock, Program Coordinator, Pittsburgh Chapter NTMF; Ed Sikora, Executive Director, Pittsburgh Chapter NTMF; Dave Supervisor, Pittsburgh Chapter NTMF
    - Sponsor representative shared an overview of the program
  - A discussion took place between the sponsor and council
  - Summary of changes council suggested
    - Page 24 – language – Should be the same criteria for every apprentice. Should not be up to the employer Remove if you cannot enforce equally
    - Page 31 question 1 - language – change the wording in the last sentence to accurate wording that the employers are under the sponsor
  - Robert Bair made a motion to consider this program at the next council meeting; was seconded by Jon O’Brien motion was carried unanimously by council; Gregory Chambers abstained
  
- e) Tech Impact, Help Desk Technician, 1st Review, New Program, Individual Non- Joint
  - Sponsor Representative: Monique Gaillard, Business Development Specialist, Tech Impact; Donnique Bell, Regional Director of Workforce Programs, Tech Impact
    - Sponsor representative shared an overview of the program
  - A discussion took place between the sponsor and council
  - Summary of changes council suggested
    - OSHA – add OSHA into the training
    - Page 35, Appendix D question 8: reword that the program is free for the apprentice and that the apprentices does not give GI bill money to the sponsor
    - Page 37 question 13- list out the criteria for the journey works
    - Apprenti - update verbiage that Apprenti will be to administer of assessment and not interviewing
    - Add lock out tag out, surge protection, power quality, define what the test equipment is
  - Gregory Chambers made a motion to consider this program at the next council meeting; was seconded by Robert Bair; motion was carried unanimously by council; no abstention

### **Deregistration**

East End Cooperative Ministry – Industrial Sewing Machine Operation & Housekeeper – Letter of Request February 6<sup>th</sup>, 2023. Reason: EECM is not able to continue this program

- Robert Bair made a motion that effective May 11<sup>th</sup>, 2023, to deregister East End Cooperative Ministry; was seconded by Michael McGraw motion was carried unanimously by council; no abstention.

## **Old Business**

- Programs Approved per Admin Changes
  - Fortyx80, Cyber Security Support Technician, April 22nd, 2023

## **New Business**

- Gregory Chambers asked for clarification from council to if they made OSHA 10 mandatory
  - Timothy Griffin replied that he only needs to see OSHA 10 for industrial environment, manufacturing, and construction but office job he does not believe they need OSHA 10
  - Director Tara Loew responded that the team would apply the OSHA 10 as needed by the occupation and industry
  - Robert Bair said that he believes that soon the federal and OSHA guidelines may change because OSHA 10 is not enough. Most of the programs now are using OSHA 30.
  - Michael McGraw believes that OSHA 10 should be a requirement
  - Director Tara Loew replied that she would ask legal, and she also caution council about adding a requirement if it is not state employment law.
  - Peter Getzie agreed with Director Tara Loew

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

- The annual paperwork update is done and is available. If you want to locate the paperwork you can contact the office staff, email the resource account at [apprenticeship@pa.gov](mailto:apprenticeship@pa.gov) and you can also go to the website at [PA CareerLink® | Registered Apprenticeship | Resources for Registered Apprenticeship Programs](#)
- The governor's office is still trying to work on the council reappointment and recognizes that there is a need to try and diversify the council by sectors representation and occupation representation.
- You should be receiving emails from the distribution account. The emails look like they are from the resource account [apprenticeship@pa.gov](mailto:apprenticeship@pa.gov) . They do send out a monthly report of programs that were approved and this report also goes out to the Workforce Development Boards and CareerLinks with a full list of all the registered apprenticeships program.
- Cristie DeWitt and her team with support from Danielle Demirovic are working on professional development days across the commonwealth they are reaching out to the Workforce Development Boards and the PA CareerLinks to schedule these and they will take place from now till the end of the year.
- They are asking the Workforce Development boards and CareerLinks to please use the hierarchy of registered apprenticeship by speaking to the sponsor first before they would talk to an employer or a RTI provider, especially in regard to distributing funding.
- The PA Workforce Development Association (PWDA) will be holding a summit this year for registered apprenticeship during National Apprenticeship Week and the ATO office will be acting as a sponsor instead of having two competing summits.
- Grants
  - BWDA created a grant forecast tool. Please visit [DLI Grants \(pa.gov\)](#). Director Tara Loew recommends that everyone refer to the website regularly as well as the following: Current notice of grants availabilities and recent grant awardee announcements through the PA Department of Labor and Industry Workforce Development System and Deputate can be found on L&I's Grant Opportunities website, [www.dli.pa.gov/Businesses/WorkforceDevelopment/grants/Pages/default.aspx](http://www.dli.pa.gov/Businesses/WorkforceDevelopment/grants/Pages/default.aspx) To be contacted regarding future workforce development grant opportunities please send your email address with your name to [ra-libwda-general@pa.gov](mailto:ra-libwda-general@pa.gov).
  - Application deadline was April 26, 2023, for Increasing Diversity, Equity, and Inclusion (DEI) grant. The grant evaluation team is reviewing 6 applications. The grant was to support sponsors in the construction trades to diversity their workforce. They will announce the awardees in June.

- The application deadline for Nursing Pathways Grant was May 10<sup>th</sup>, 2023, the grants evaluation team is going to be reviewing 6 applications and they hope to announce the awardees in June.
- The ATO and the BWDA released the first part of the building and supporting certified teacher registered apprenticeship program NGA in March. This is to search for a contactor to help build out a certified teacher program. The second part of the grant will go out to local education institutions to help them use the template to build out and register their registered apprenticeship program.
- The ATO released the notice of grant availability for the PA Support Broadband Infrastructure grant in April. The deadline for the applications is June 12<sup>th</sup>, 2023, at 5:00 pm.
  - We are encouraging all to apply as this is targeted towards existing programs in broadband related occupations to serve underrepresented populations
- The ATO applied for the 1.2 million dollars in State Apprenticeship Expansion Formula funding from the USDOL. Director Tara Loew hopes that will be a yearly application. This grant will help run and support her office.
- The efforts are still on going for the PA Smart 2018, 2019 and 2021 grant.
- The PA Nursing Pathway Industry Partnership grant that went out to the workforce development boards is still ongoing. The hospital or health care institutions will start working with Jared Young to build out new programs or registering apprentices.
- They are still moving forward with working on the USODL grants that will end in June which is the State Expansion Grant and the Apprenticeship State Expansion grant. These grants helped to support in building the office by bring on new staff and creating knowledge tools specific to Pennsylvania.

**Report: Council Chairperson (Lisa Godlewski)**

- Chairperson Lisa Godlewski stated that she is working on the new appointments for council with Director Tara Loew and the governor’s office.
- Governor Josh Shapiro was visiting at her program she told him that he is welcome to join the council meetings at any time.

**Adjourn Council Meeting**

- Motion to adjourn by Robert Bair; was seconded by Mike McGraw; approved unanimously. Meeting adjourned at 12:51 pm.

The next scheduled Pennsylvania apprenticeship & Training Council Meeting will be held virtually and is scheduled for Thursday, June 15, 2023.