

PENNSYLVANIA APPRENTICESHIP AND TRAINING COUNCIL

September 8, 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 9:01 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 Neill	X		Mike McGraw	X				

Ex-Officio Members and Designees:

Office of Vocational Rehabilitation, PA Department of Labor and Industry: Jeffrey Seabury, Vocational Rehabilitation Specialist
Unemployment Compensation Programs, PA Department of Labor and Industry: Susan Dickinson, Acting 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, Clerical Assistant 2, Apprenticeship and Training Office
Gina Meringer, Clerical Assistant 2, Apprenticeship and Training Office
James Chiarriero, KDP, Contractor for Apprenticeship and Training Office
Laila Keadan, Limited Term Clerk, Apprenticeship and Training Office

U.S. Department of Labor

Nicholas Burdick, Multi-State Navigator, Office of Apprenticeship

Approval of August 18th Meeting Minutes:

- Motion to approve the August 18th minutes as submitted by Mike McGraw; was seconded by Jon O'Brien. Motion approved unanimously

Public Comment:

- No public comment

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

- Jeffrey Seabury started off by saying that National Disability Employment Awareness Month is in October, and he hopes to see a lot of activities in the community highlighting opportunities with people with disabilities in the workforce. November is

National Apprenticeship week and he stated that his office will be holding events expanding opportunities for knowledge and spreading the word about apprenticeship and he hopes some of the council members could attend the events.

- Gregory Chambers asked how you would be able to find out what events are being held, is there a location to access the information and is there a way to get on the mailing list
- Jeffrey Seabury responded and said that he would like to include council in an email list to share the events and invitations

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

- Susan Dickinson stated that they are still seeing historically low volumes on unemployment. They do have two grant opportunities in which one is the Equity Grant, where they have staff stationed at the Pennsylvania CareerLinks for 30-minute appointments. They are in the process with the separate grant in which they are granting money to community base organizations so that they can help the individuals in their community

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

- Nicholas Burdick mentioned that the National Apprenticeship week is November 14th though the 18th and he stated that Director Tara Loew would be sending the information out. If anyone is putting on any events, please make sure they are registered so that anyone in or outside of the state can attend the virtual events
- He said that the U.S. Department of Labor is still running their cyber sprint. They are in partnership with the State Apprenticeship Agency (SAA) to try to get more organizations within the cyber field or organizations that have cyber as part of their work. He stated that this is a big push to try to get some of the non-traditional one sector at a time
- Back in July they had the Apprenticeship Building American Grant (ABA) that released 121 million dollars to recipients. There were so many applicants that the department released another 50 million dollars on August 24th towards the Apprenticeship Building American recipients in which the local Philadelphia Works received 4.7 million of the additional funding

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

- a) University of Pittsburgh – School of Dental Medicine, Dental Assistant, 2nd Review, Individual, Non-Joint
 - Jim Earle the executive Dean and accompanied with him was Teresa Cumpston with the University of Pittsburgh – Dental of Medicine gave an overview of the changes that council suggested
 - A discussion took place between the council and sponsor
 - Summary of changes that council suggested to sponsor
 - Page 11- high school diploma comment should be changed from recommended to required and move it from section E to section B
 - Page 22 work process - Dental radiology study should be lined up correctly with the work process and on the job training in the same category
 - Gregory Chambers made a motion to approve the program with the administrative changes requested; was seconded by Cheryl Feldman. motion was carried unanimously by council; no abstained

Initial “Review of Standards of Apprenticeship” and trade/occupation additions

- a) No new programs to review

Modification Approval

- a) No modifications to approve

Voluntary Deregistration

- a) Bill Gillespie Electric, Inc - Electrician- Letter of Request August 26th, 2022. Reason: Sponsor has joined another group sponsor program as an employer and is no longer in need of their own program.
 - Director Tara Loew stated that they will need a vote and an approval from council for the voluntary deregistration and the acknowledgment of the effective date. Her team will then put in writing via email “your voluntary deregistration has been approved effective of this date” and then gives further directions such as cancel an apprentice etc. Her recommendation is to use the date of council (September 8th, 2022) to vote on approving the voluntary deregistration’s of the program
 - Barry Kindt asked if the apprentices started their classes under the existing or group program

- Drew Grasso the Apprenticeship and Training Representative replied and stated that the program submitted a letter to deregister their program and join Universal Academy as an employer. This program no longer has active apprentices, or they were transferred over to Universal Academy
- Timothy Griffin made a motion effective as of September 8th, 2022, to deregister the programs listed; was seconded by Lisa Jon O'Brien. Motion carried unanimously

One Year Program Audit Results

- a) Keystone Chapter ABC Inc, Assembler, Pre-Engineered Metal Building, group Non-Joint, Approved on August 19th, 2021: Continue with Provisional Review
 - The Apprenticeship and Training Representative Joseph Bass stated that he contacted an individual at Keystone Chapter ABC Inc, and he is planning on getting them back up and running and will continue to provide them with technical assistance and offer guidance. He will be monitoring that as part of his monthly duties of contacting sponsors
- b) Cleaveland/Price Inc, Tool and Die Maker, Individual Non-Joint, Approved August 19th, 2021: Continue with Permanent Registration
 - The Apprenticeship and Training Representative Bryan Nilsson stated that the sponsor met the requirements as having an apprentice registered and having an apprentice complete the program
- c) Cambridge Lee Industries, Maintenance Technician, Individual Non-Joint, Approved August 19th, 2021: Continue with Permanent Registration
 - Council Member Timothy Griffin stated that the program is fine they just need to update their Registered Apprenticeship Partners Information Data System (RAPIDS)
 - The Apprenticeship and Training Representative Joseph Bass replied that he is working with the sponsor to update their Registered Apprenticeship Partners Information Data System (RAPIDS)
- d) Pennsylvania College of Technology, Maintenance Technician, Group Non-Joint, Approved August 19th, 2021: Continue with Permanent Registration
 - The Apprenticeship and Training Representative Christina Miller mention that they may have made error because they have a 79 percent completion rate and she stated that she will make sure that it is corrected on their permanent record

Provisional Review Follow Ups

- a) Custom Tool and Grinding, Machinist, Individual Non-Joint, Approved January 21, 2021, First Audit February 3, 2022, Six Month Provisional Audit August 22, 2022: Recommendation – Continue with 3-month Provisional Review
- b) Custom Tool and Grinding, Tool Grinder Operator, Individual Non-Joint, Approved January 21, 2021, First Audit February 3, 2022, Six Month Provisional Audit 8 August 22, 2022: Recommendation – Continue with 3-month Provisional Review
- c) Penn State University, Butcher, Group Non-Joint, Approved February 11, 2021, First Audit February 3, 2022, Six Month Provisional audit July 26, 2022: Recommendation – Move to Permanent Registration
- d) Berks Career & Tech, Electrician, Group Non-Joint, Approved February 11, 2021, First Audit January 31, 2022, Six Month Provisional audit August 29th, 2022: Recommendation – Move to Permanent Registration
- e) Overbrook Golf Course, Groundskeeper, Individual Non-Joint, Approved February 11, 2021, First Audit February 14, 2022, Six Month Provisional audit August 29, 2022: Recommendation – Move to Permanent Registration
- f) Elmhurst Country Club, Groundskeeper, Individual Non-Joint, Approved February 11, 2021, First Audit February 14, 2022, Six Month Provisional audit August 22, 2022: Move to Permanent Registration
- g) Community Kitchen, Culinary Specialist – Food service, Group Non-Joint, Approved February 11, 2021, First Audit February 14, 2022, Six Month provisional Audit August 22, 2022: Recommendation - Move to Permanent Registration
- h) Community Kitchen, Culinary Specialist – Baker, Group Non-Joint, Approved February 11, 2021, First Audit February 14, 2022, Six Month Provisional Audit August 22, 2022: Recommendation - Move to Permanent Registration
- i) Community Kitchen, Inventory Control Specialist – Food Service, Group Non-Joint, Approved February 11, 2021, First Audit February 14, 2022, Six Month Provisional Audit August 22, 2022: Recommendation - Move to Permanent Registration
 - i. *Audit process was initiated in February, Compiling both January and February

Old Business

- No old business

New Business

- No new business

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

- Director Tara Loew started off by announcing that the National Apprenticeship Week is November 14th – 20th. She asked that all register their events on apprenticeship.gov and will send out information on how to do so, also, if anyone is or know of any programs hosting events and would like to have L&I representation, please, let us know. The office will be putting on one or two basic pre-apprenticeship and apprenticeship seminars. Her communications team puts together a social media packet that is customized to Pennsylvania in which they will send out to program sponsors and council members. She asked the communications team to work on getting this released earlier, as soon as we have that to disperse, we will send out the links to apprenticeship.gov
- Her office is actively interviewing for some of the added positions including the Compliance Apprenticeship and Training Representatives, and two Data Specialist in which will be posted soon
- They will soon be releasing the Nursing Pathway Apprenticeship Notice of Grant availability. These funds were made available to the Apprenticeship and Training Office through the American Rescue Plan
 - This Notice of Grant Availability (NGA) seeks applications from Local Workforce Development Boards (LWDB) to act as conveners and assist in the building of group sponsored healthcare apprenticeship programs across Pennsylvania. The efforts should be concentrated on occupations including, but are not limited to, home health aides, certified nursing assistants and licensed practical nurses. This is a small grant so the funds will be limited to no more than four workforce boards that are awarded
- The Apprenticeship and Training Office was awarded the United States Department of Labor (USDOL) Apprenticeship Building American Grant (ABA) and will be releasing a Notice of Grant Availability (NGA) also to be released soon to subgrantees. The subgrantees are going to be the local Workforce Development Boards
 - In effort to help the Local Workforce Development Boards to prepare for potential applications and to also understand what is going on in their area, on September 8th and 9th of 2022 her office sent out an email to each Workforce Development Board and the Pennsylvania CareerLink contacts that provided some information that could be found in the Notice of Grant Availability. This information also provided attached spreadsheets with information that is specific to their local area. She hopes that this will assist them in creating a plan for applying for the opportunity. The information included:
 - How many registered apprenticeship and pre-registered apprenticeship programs are in their area
 - How many active apprentices are in their area
 - How many prospective registered apprenticeship programs and pre-registered apprenticeship programs are currently in the building process in their area
 - Additionally, they also outlined the three ways the boards would be eligible:
 - Single Workforce Development Boards Applicant
 - Single Award Partnership
 - Multiple Award Partnerships
- The Pre-Apprenticeship Manager, Danielle Demirovic summarized the School-to-Work Grant distributed by BWDA, Bureau of Workforce Development Administration. She stated that this helps to develop pre-apprenticeship pathways for students focusing on high schools, 16-24 age group. The beginning of October is the start of the third round of this grant and anyone that has previously received this funding will not be eligible

Report: Council Chairperson (Lisa Godlewski)

- Council Chairperson Lisa Godlewski wanted to thank Council Member Gregory Chambers for stepping in as she was out for vacation.
- She asked if council members could respond to the quorum emails that Director Tara Loew sends out as soon as possible as there are several steps that she must take in order for the council meetings to take place

Adjournment

- Motion to adjourn by Gregory Chambers; was seconded by Barry Kindt. Approved unanimously. Meeting adjourned at 10:24 am.

The next meeting of the Pennsylvania Apprenticeship and Training Council is scheduled for 9:00 a.m. Thursday, October 13, 2022. Virtual meeting information is found on the reoccurring invite.