

PENNSYLVANIA APPRENTICESHIP AND TRAINING COUNCIL

October 13, 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 9:05 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
Workforce Development, PA Department of Labor and Industry: Daniel Kuba, Acting Deputy Secretary

Pennsylvania Department of Labor and Industry

Tara Loew, Director, Apprenticeship & Training Office
Peter Getzie, Assistant Chief 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 Chiarchiaro, KDP, Contractor for Apprenticeship and Training Office

Approval of September 8th Meeting Minutes:

- Motion to approve September 8th minutes as submitted by Robert Bair; was seconded by Gregory Chambers. Motion approved unanimously

Public Comment:

- None

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 October is National Disability Employment Awareness month. He stated that they are doing a number of events around the state to highlight for persons with disability. On October 25th, 2022, there will be a state disability pride event at the Capital. His office has been working to host a number of job fairs.
- He stated that morning his colleague Rob Hodat did a presentation on apprenticeship at the National Americans Disability Act conference in Alexandria, Virginia
- In honor of National Apprenticeship week his office is holding three events a lunch and learn, statewide business services

corner and a public event about apprenticeship. He stated that once the dates for the events are finalized, he will send the information out. He hopes that the council would be able to attend.

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

- Susan Dickinson said that they still have low volumes of unemployment compensation claims and that the claims in October are usually low but will pick up around Thanksgiving. Every year in January their office is swamped.
- They have been working on the Equity Grant where they meet with individuals at local CareerLinks to work with them one on one to file their claims and answer any questions they may have. She stated that they have helped about 14,500 people through this grant.

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

- Acting Deputy Secretary Daniel Kuba announced that they have been working on their workforce development system and they are taking a lot of time working on their communication strategy
- He said that there has been a deficiency of knowledge and information of how they serve the public within the PA CareerLinks. They did do some surveys and studies. One study was a human centric report that looked at the PA CareerLinks to get recommendations on how they could improve services. A key area to improve is staff development on how they receive their education and how they can use their profiles to help the staff acquire the best skills available. At the local PA CareerLinks there are about 300 merit staff that are employees of the Commonwealth that we need to vouch for, fight for, and push for apprenticeship opportunities with their customers. His mission and goal working with Director Tara Loew is to make sure that the areas that have that weakness, get stronger.
- He mentioned that Director Tara Loew has been very busy working on trainings and ways that they can get Commonwealth staff knowledgeable and understand the value of the apprenticeship models in their area. Hope is to have their staff out in the field be solid representatives to help support the apprenticeship models. That is a key area that needs to be improved
- He stated he is a product of the system, and it has been 20 some years. He is excited to be a part of the program and help anyone any way that he can.

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

- a) No follow up reviews

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

- a) National Association of Insurance Professionals, Inc, General Insurance Associate, 1st Review, Group Non-Joint
- Ron Harden is the Co-Founder and Executive Director stated that there is a tremendous need of talent for insurance and other industries. He said that they have developed a 12-month program that will allow a person to go in and earn a license, credentials, and insurance to start learning the process of insurance. Ron stated he has been in the insurance business since 1990 starting out as a salesperson and mostly works for Erie Insurance as a recruiter he is very aware of what the needs are for the insurance community as far as talent. When he was working with Erie Insurance, he started the non-profit organization. He expressed that his goal is to get more young people and any job seekers that are looking for an opportunity for an insurance career
 - A discussion took place between the council and sponsor
 - Summary of changes that council suggested to sponsor
 - Page 24 - where the competencies are listed- is not specific enough to be applied competency-base to each apprentice to ensure they are evenly applied across all employers or maybe this program should not be a competency-based program
 - Need to provide a list of interview questions to determine a selection process
 - Appendix G – question number 6 – outline a better understanding approach determining if their commitment to hire after the program and what is the process for that
 - Competency work process and related training instruction – there is no mentioning of safety training or evaluation criteria
 - Greg Chambers made a motion to move the program to the next council meeting; motion was seconded by Robert Bair; motion was carried unanimously by council; no abstained
- b) Energy Innovation Center, Patient Care Technician, 1st Review, Group Non-Joint
- Anna Marie Mumich the Chief Strategy Officer and Senior Program Director stated that the Energy Innovation Center works to grow the workforce in underserved and distressed communities. The company was established in 2016 as an education and training center. They have corporate partnerships that provide pathways for the underserved, unemployed and underemployed residents to obtain jobs with upper mobility and substantial wages. The Energy

Innovation Center partners with UPMC to provide on the job training to stabilize vacancies and improve retention and to bring in a diverse workforce. Related technical instruction is provided by UPMC on site at the Energy Innovation Center by subject experts from UPMC this includes skills that are how to assist patients with activities for daily life, how to obtain blood record glucose, weight, vital signs and how to collect specimen. The training includes lectures, on hands on skill stations, and instructional multimedia presentations. Patient care technician is predominantly a hand on job. To become proficient with the necessary skills a student must move beyond the classroom training to practical application

- A discussion took place between the council and sponsor
- Summary of changes that council suggested to sponsor
 - Need to revisit to see if this program should be a time-base or a hybrid
 - Would like to hear more about why they chose time-based verse competency based
 - Need to show evidence to demonstrate the competency to move into clinicals
 - What interview questions are being asked for writing skills, comprehension, charting and etcetera
 - How to roll out on the job training with five employers
 - Appendix G - question number 12 – need clarification of whether it is medical school acceptance or healthcare school acceptance
 - Add general safety related training for the apprentices such as lockout tagout
 - Add general safety related training for the apprentice
 - Page 49-number 7-B. under education change from recommended to required
- Cheryl Feldman made a motion to move the program to the next council meeting; motion was seconded by Jon O'Brien; motion was carried unanimously by council; no abstained

Modification Approval

- a) No modifications at this time

Voluntary Deregistration

- Director Tara Loew stated that the sponsors send in a voluntary deregistration letter stating why they would like to deregister their program. Council would just need to vote to accept the letters from the sponsors and establish an official effective date. Director Tara Loew suggested to council to use October 13th, 2022 as the effective date. She stated that her team will then act by notifying the sponsors of the effective date of the deregistration. Then the sponsor must notify the apprentices of the cancelation, its effective date and that any active apprentices must be notified within 15 working days
- a) Guy M Cooper Inc – Pipefitter and Plumber – Letter of Request September 14th, 2022. Reason: Sponsor is part of a group program as an employer
 - Robert Bair made a motion effective as of October 13th, 2022, to deregister the program listed; was seconded by Mike McNeil; motion carried unanimously
- b) G.P. Bailey & Sons- Electrician – Letter of Request September 15th, 2022. Reason: Sponsors business is closed
 - Robert Bair made a motion effective as of October 13th, 2022, to deregister the program listed; was seconded by William McGee; motion carried unanimously

One Year Program Audit Results

- a) No audits for September

Provisional Review Follow Ups

GlaxoSmithKline, Logistic Associate – Material coordinator, Individual Non-Joint, Approved March 11, 2021, First Audit February 14th, 2022, Six Month Provisional Audit September 27th, 2022: Recommendation – Continue with permanent registration.

Old Business

- University of Pittsburgh School of Dental Medicine – Approved after administrative changes were made – September 29th, 2022

New Business

- Nothing to Report

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

- National Apprenticeship Week is November 14th through the 20th, and it is going to be a nationwide celebration where we can highlight the apprenticeship model and showcase the successes and value of Registered Apprenticeship for our economy and the individuals that live here
 - Once the the promotional digital toolkit is complete Director Tara Loew will be sending it out. She is waiting for the Communications Department to add the final touches
 - They are waiting for Governor Tom Wolf to issue a proclamation and Director Tara Loew stated she most likely will be sending a PDF out once it is finalized
 - The Apprenticeship and Training Representatives and the Pre-Apprenticeship Manager Danielle Demirovic will be holding several events and webinars. She stated that the Lancaster Workforce Development Board is working on an event with Apprenticeship and Training Representative, William Miner, to recruit IT employers for a group IT program. ATO staff will also be in supportive roles for several partner webinars and will be traveling around the state to celebrate some of our greatest programs and their events. This will give the staff an opportunity to celebrate the sponsors and their apprentices
- Director Tara Loew said that the two Compliance Apprenticeship and Training Representatives are in the interview process. They are ready to make an offer for the Job Seeker Liaison. They have proceeded with internal interviews and are waiting for external positions for the Data Specialist positions to be posted. She stated that she shared the information with Council Members related to jobs we are hiring for and asked them if they could forward the information out. Potentially the ATO would like to have someone that went through an apprenticeship program or have a deep understanding of apprenticeship in any of their positions.
- Director Tara Loew has been given the opportunity to travel to Germany the week of October 22nd to October 28th. This trip would be a great opportunity to see the German apprenticeship system in action. They will be hosted and led by their partners at the German American Chamber of Commerce to tour various types of programs, they will be concentrating on non-traditional careers. Doerte Eisenhauer is with the state of North Rhine-Westphalia, and she was in Harrisburg with Governor Tom Wolf in April to sign the Sister State Collaboration Agreement. She is thrilled at the idea of a PA visit and since Doerte is located in Duesseldorf, we will be start there.
 - There are many countries that have apprenticeship systems, but Germany's model is known internationally for its rigor, collaboration, and benefits that extend to both employers and apprentices. In Germany, a high percentage of their young people that would include about 54.5 percent of graduates from general education enter the work world via an apprenticeship training program.
- The Apprenticeship Building America Grant Notice of Grant Availability (NGA) has been released. Again, we at the ATO are proud to say that the Pennsylvania Labor & Industry is one of 30 recipients nationwide awarded the grant funding through the United States Department of Labor's Apprenticeship Building America initiative
 - On October 5, the Pennsylvania Department of Labor & Industry's Apprenticeship and Training Office (ATO) released the Apprenticeship Building America (ABA) & Pennsylvania Notice of Grant Availability (NGA). This Notice of Grant Availability makes \$2.75 million dollars available in grant funding to build and modernize Pennsylvania's growing network of registered apprenticeship programs through supporting Local Workforce Development Boards (LWDBs) in their respective efforts to expand apprenticeship and pre-apprenticeship opportunities among underrepresented populations in their respective regions.
 - The Apprenticeship and Training Office's goal is to collectively enroll at least 400 apprentices and provide support services to at least 400 pre-apprentices through these grants.
 - The Local Workforce Development Boards deadline to submit proposals is Friday, November 4 at 5:00 P.M.
- Her office has already created a number of knowledgeable products to use, and they continuously engage in presentations and events to support the education and advocacy of the model, especially to workforce staff. Their Regional Apprenticeship and Training Representatives are working hard to be integrated into business service teams at their local CareerLinks to establish relationships with the board staff.
 - In the next coming year, they will also be releasing a desk guide for workforce staff, and they will be doubling down on their presentations and trainings that they offer. A major goal of Director Tara Loew's office is to continue to advocate for the use of the model where appropriate, they are hoping that once the workforce staff understands the skill and interest assessment, they will look at Registered Apprenticeship as more of a viable option for jobseekers
- On October 24, the Apprenticeship and Training Office expects to release a Notice of Grant Availability (NGA) to support the convening of Nursing Pathway Apprenticeship Industry Partnerships in low- or moderate-income communities and guide the development and registration of healthcare apprenticeship programs, with an emphasis on nursing occupations, through group sponsorships.
 - The goal is to blend the Apprenticeship Industry Partnership models by supporting the creation of Nursing Pathway Apprenticeships using an Industry Partnership approach throughout the Commonwealth. Through these efforts, businesses will have the option to partner and form an industry partnership to build one overarching apprenticeship program serving multiple employers.

- This opportunity is also limited to local workforce development boards (LWDBs) as they are well-positioned to provide leadership to all key regional partners and develop effective apprenticeship industry partnership ecosystems.
- The Notice of Grant Availability is made possible through funding from the COVID-19 Nursing Workforce Initiative (NWI), which focuses on supporting and retaining nurses across the Commonwealth as they continue to navigate numerous challenges brought on by the pandemic.
- The Apprenticeship and Training Office has successfully achieved their United States Department of Labor Apprenticeship State Expansion (ASE) grant deliverables of expending \$1.2 million dollars in reimbursements to 27 registered apprenticeship programs (RAPs) in non – traditional industries, which further incentivized the employment of 813 individuals from populations traditionally underserved in apprenticeship. Of the 813 apprentices supported by this grant, 58% were females, 25% were females of color and 55% were people of color. The Apprenticeship and Training Office also registered 88 new Registered Apprenticeship Programs in non – traditional industries over the course of this grant from July 1st,2019 to June 30th, 2022.
- The progress of the Commonwealth Workforce Development System (CWDS) is a requirement through the United States Department of Labor to ensure that they can provide apprentices and programs data to the United States Department of Labor for programs and individuals funded through their grants. This was something that should have been in place quite a bit ago, so it was imperative that they move these efforts forward as soon as possible and quite frankly this has been a major concentration of their office for the last two years, to get this major undertaking built so it is great to finally see them reaching the finish line. It is their hope to continue to secure funds and remain compliant with the United States Department of Labor. This will also be used to track other state grants. The data is important too so they can understand more about the demographics of those they serve with grants, so this is a great way to gather information and accurate reporting where Registered Apprenticeship Partner Information Database System (RADIDS) may lack
- Director Tara Loew will be sending out an email to give everyone an idea of how many programs they should expect to see in front of council each month for the next few months. In OneDrive Director Tara Loew has created a report that the Workforce Development Supervisor, Cristie DeWitt, and Pre-Apprenticeship Manager, Danielle Demirovic, fillout for the total programs each month that are in the building process in which they break down by sector. It also includes some other information like how many attend the orientation.
- As a result of the compliance work, they are already doing, it appears they will need to cancel at least 24 programs in addition to the ones that were presented to council. They have a list of close to 300 programs needing updated contact information, so this is just the beginning she believes. Most of these organizations no longer exist or are completely unreachable. Although, this will result in an initial dip in numbers, she believes that it is extremely important to ensure their records are cleaned up and the Commonwealth of Pennsylvania is only supporting truly active quality programs. She is asking for council’s support on these efforts while understanding that it may cause an initial dip in numbers

Report: Council Chairperson (Lisa Godlewski)

- Nothing to report

Adjournment

- Motion to adjourn by Cheryl Feldman; was seconded by Gregory Chambers. Approved unanimously. Meeting adjourned at 11:02 am.

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. November 10, 2022. Virtual meeting information is found on the reoccurring invite.