

Minnesota Apprenticeship Initiative Grantee Info Session

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Agenda

- **Introductions**
- **Overview of MAI Grant**
- **Registered Apprenticeship**
- **Grant Management**
- **PIPELINE**
- **Discussion**

Introductions

Overview of MAI Grant

MAI Grant Goals

1. Support expansion of quality and innovative Registered Apprenticeship training programs to employers, workers, and other key stakeholders.
2. Align Registered Apprenticeship with post-secondary education institutions and workforce investment systems through innovative partnerships.
3. Encourage employers to develop and offer Registered Apprenticeship opportunities.
4. Utilize strategies that offer registered apprenticeship for all American workers, particularly those populations currently underrepresented in apprenticeship.
5. Support high-growth occupations and industries where employers are using H-1B visas to hire foreign workers.

Grant Details

Dates: 10/1/2015-9/30/2020

Fiscal Agent: DEED

Funding: \$5,000,000

Registered Apprentices Served: 1,000 (814 DOL funded, 186 self-funded)

Registered Apprenticeship Programs: 30

MAI Industries and Occupations:

- **Advanced Manufacturing:** CNC Machinist, Maintenance Technician, Food Quality Safety, Laser, Welding, Maskers, Rackers, Platers, Customer Service Engineer, Industrial Specialist for Process, Technology, Mechatronics, Automation Expert, Line Supervisor, Production Manager
- **Agriculture:** Sow farm managers, Nursery Finish Manager
- **Health Care:** Medical Assistance, Health Support Specialist, Community Health Specialist, Certified Nursing Assistant with specialties in Dementia, Advanced, and Assistant Mentor, LPN to BSN, BSN to Perioperative Nursing Specialty, RN, LPN
- **Information Technology:** Software Developer, Security Analyst, Support Desk Specialist, Network Systems Engineer, Voice Systems Engineer, IT Manager
- **Transportation:** Auto Technician, Auto Collision Repair, Diesel Mechanic, Ford Asset Mechanic, Maintenance Mechanic

Current MAI Employers

Employer	Location	Occupation(s)
Buhler	Plymouth	Maintenance and Repair Mechanic, and Mechatronics
Caledonia Care and Rehab	Caledonia	Health Support Specialist
CentraCare	St. Cloud	Community Health Worker
Dalsin Industries	Bloomington	Welder, Mechatronics, Press-Brake Machining
Ever-Green Energy	St Paul	Maintenance Technician



Current MAI Employers

Employer	Location	Occupation(s)
Fairview Health Services	Multiple Locations	AD RN to BAN/BSN, Perioperative Nurse
FORD Asset	Multiple Locations	Automotive Technician
Gold N Plump	St. Cloud	Auto Mechanic, Station Mechanic, Maintenance Level 3
Good Shepherd Lutheran Services	Rushford	Health Support Specialist
Hennepin County Medical Center	Minneapolis	Medical Assistant



Current MAI Employers

Employer	Location	Occupation(s)
K&G Manufacturing	Faribault	Maintenance and Repair Mechanic, and Mechatronics
Marvin Windows	Bemidji	Maintenance Technician
Nemadji Research Corporation	Bruno	IT Support Specialist, Software Developer
Norbord Minnesota	Bemidji	Maintenance Technician
Nortech Systems	Bemidji	Maintenance Technician



Current MAI Employers

Employer	Location	Occupation(s)
Ornua Ingredients	Byron	Mechatronics
Owens Corning	Minneapolis	Mechatronics and Mechanic
Potlatch	Bemidji	Maintenance Technician
Three Links	Northfield	Health Support Specialist
Viracon	Owatonna	Mechatronics



Registered Apprenticeship

Benefits for Business...

- Highly-skilled employees
- Reduced turnover costs
- Higher productivity
- More diverse workforce

Benefits for Workers...

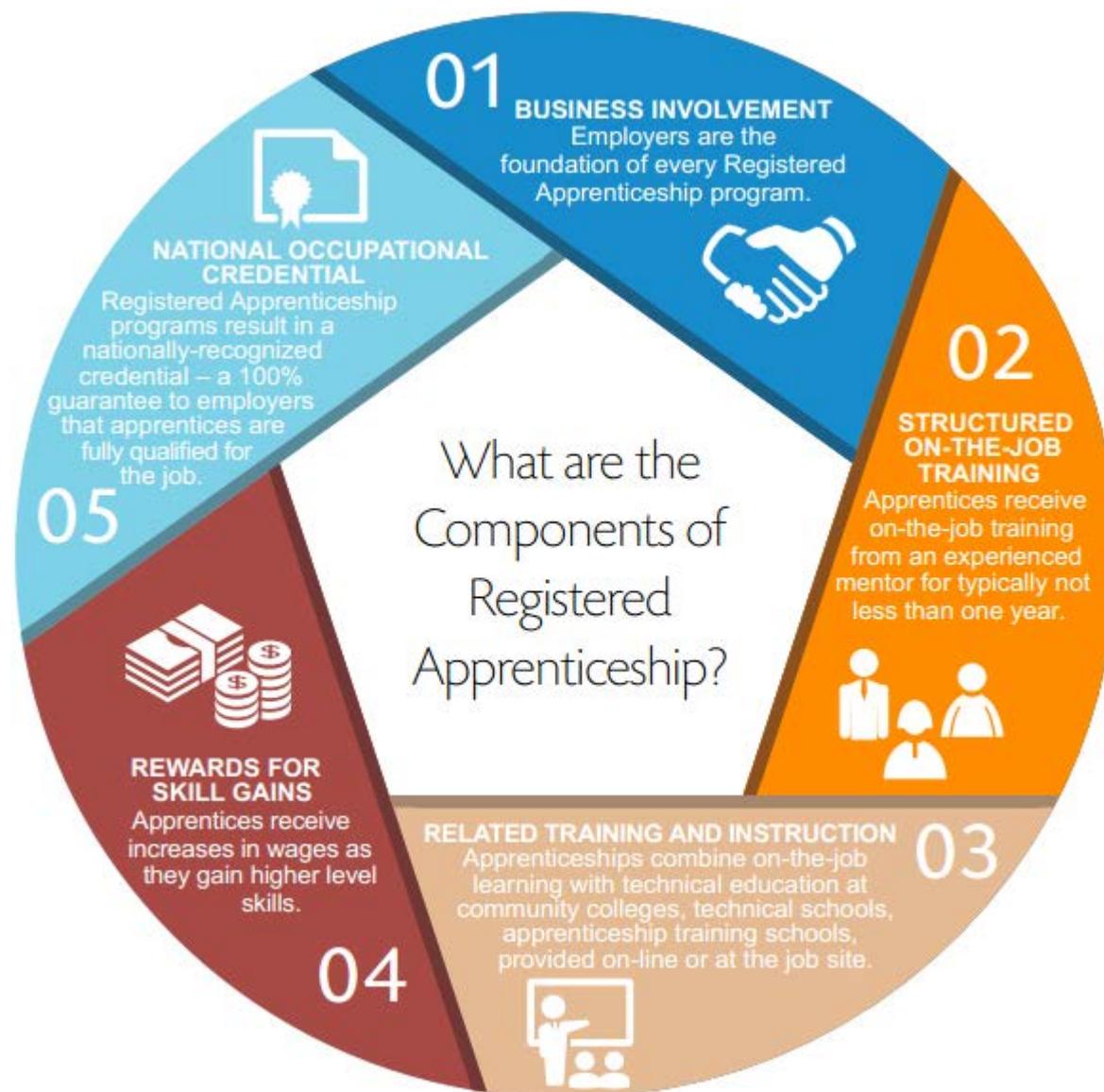
- Increased skills
- Higher wages
- National credential
- Career advancement

Benefits for Workforce Intermediaries and Education Organizations...

- Proven model to help job seekers immediately start working and increase skills and earnings
- Effective strategy to connect with employers in diverse fields and to use as part of industry sector strategies



Myths	Facts
All registered apprenticeship programs involve unions	Some registered apprenticeship programs involve unions
Registered apprenticeship programs are only in Minnesota's metro area	Registered apprenticeship programs are operating throughout the state
Registered apprenticeship programs are only in the construction trades	Registered apprenticeship programs are becoming more common in non-traditional industries
Registered apprenticeship programs are just for large companies	Employers large and small are sponsors for apprenticeship programs, dictated by the needs of each company
Registered apprentices will get trained and then leave the company	Registered apprenticeship programs have proven to help reduce turnover and increase employee productivity



Registered Apprenticeship Requirements :

Employment with sponsoring employer

Work processes – A description of on-the-job training (minimum of 2,000 hours)

Related Technical Education – A description of the coursework the apprentice will complete (144 hours)

Safety training – 50 hours

Progressive wage schedule

Development Steps

1. Competency Work

Industry recognized competencies that identify:

- Related Instruction competencies
- Structured On-the-Job training competences

Development Steps

2. Developing and Registering the Apprenticeship Program

Development of Apprenticeship Standards with DLI:

- Administration
- Related Instruction
- Work Processes

Approval of Apprenticeship Standards by DLI:

- John Aiken, Director of Labor Standards and Registered Apprenticeship

Development Steps

3. Registration and Training of Apprentices

- Each apprentice receives their own apprenticeship agreement
- Each apprentice is evaluated by the program to determine whether any program credit should be awarded.
- DLI senior field representatives check in with employers 30, 60 and 90 days after registration of a new apprenticeship program to provide program support.

Next Steps-Program Development

- Grantees should reach out to the MAI team by January 17, 2017 to begin development for at least one of the approved occupations.
- The MAI team will set up a series a phone calls with the employer to work through the registered apprenticeship standards. Employers and the MAI team will have tasks to complete between each call.
- The employer owns the timeline of the development. Standards can be finalized in less than 60 days by DLI staff if the employer is seeking to move quickly.

MAI Success! Owens Corning in Minneapolis

- Maintenance mechanic registered apprenticeship program began on 7/27
- Related instruction at Hennepin Technical College, courses include pneumatic components, advanced programmable logic controllers, and fluid power technology
- On the job training includes preventive and corrective maintenance, troubleshooting, and pipefitting and plumbing duties



Grant Management

DEED Grant Contract

- MAI employers become sub-grantees of DEED after they finalize their registered apprenticeship standards through DLI. Carrie will facilitate this process to synchronizing the timing of program and contract.
- The MAI team will revisit the numbers requested in your application. It is likely MAI will not be able to fund the full number of apprentice slots requested.
- The DEED Grant Contract is customized for each employer. It will be emailed to the lead contact at the company for signature. Once it's returned to DEED, the Division Director will sign it and you'll receive the fully executed copy.

DEED Grant Contract

- The start date of the contract will be the same as the start date of your registered apprenticeship program.
- The end date on the contract will be June 30, 2020, or once the allocated funds have been collected, whichever comes first.
- The funding available will be the number of apprentice slots finalized with MAI team multiplied by \$5,000.

MAI Grant Reimbursable Activities

MAI employers are eligible for reimbursement after the apprentice has successfully completed his or her first 90 days in the program.

Employers can receive up to \$5,000 per apprentice for the following activities:

- Apprenticeship supplies and materials
- Off-set related instruction costs
- Establish employer registered apprenticeship infrastructure

MAI Grant Reimbursement

- You'll receive a customized Reimbursement Payment Request form (RPR) that you can begin to submit 90 days after the first apprenticeship start date.
- The RPR form can be submitted as often as monthly, but must be submitted at least once per quarter.
- Backup documentation is required with each RPR submission.

SWIFT Vendor

- Payments are executed from the State of Minnesota's Accounting website named SWIFT.
- Contact the SWIFT Help Desk at 651-201-8100 option 2 if you're unsure if your company is a SWIFT vendor. If your company has received state grant funding within the last 7 years, your company will already have a vendor number.
- If your company is not a vendor, go to www.swift.state.mn.us to register your company in the system. You will receive a confirmation email within 24 hours of registering.
- You can also email the SWIFT Help Desk at EFThepline.mmb@state.mn.us.



PIPELINE PROJECT

INDUSTRY-BASED. EMPLOYER-DRIVEN. DUAL-TRAINING EXPERIENCE.

MN PIPELINE Project and Dual Training Grants



PIPELINE PROJECT

INDUSTRY-BASED. EMPLOYER-DRIVEN. DUAL-TRAINING EXPERIENCE.

State agencies work with recognized industry experts, representative employers, higher education institutions, and labor representatives to define competency standards for occupations in:

- **Advanced Manufacturing**
- **Agriculture**
- **Health Care Services**
- **Information Technology**



PIPELINE PROJECT

INDUSTRY-BASED. EMPLOYER-DRIVEN. DUAL-TRAINING EXPERIENCE.

Minnesota PIPELINE Project Objectives

- **Develop and enhance Minnesota skilled workforce**
- **Participation from industry leaders**
- **Expand dual-training and registered apprenticeship in Minnesota**



PIPELINE PROJECT

INDUSTRY-BASED. EMPLOYER-DRIVEN. DUAL-TRAINING EXPERIENCE.

What are MN PIPELINE Strategies?

- 1. Industry Councils:** Inform and direct PIPELINE Project on industry trends and needs through discussion and strategic planning aimed to expand dual-training
- 2. Competency Councils:** Define and identify specific occupational competencies for the industry
- 3. Dual-Training Development:** Create and disseminate dual-training resources for employees and dual-trainees: toolbox, grants and other tools.



PIPELINE PROJECT

INDUSTRY-BASED. EMPLOYER-DRIVEN. DUAL-TRAINING EXPERIENCE.

What is Dual-Training?

Dual-training:		Registered Apprenticeship:
Dual-trainee is an employee of participating employer		Registered Apprentice is an employee of sponsoring employer
Competency Standards	Work Process	Work process: 2,000 hours or equivalent of structured OJT
	Related Instruction	Related technical instruction: 144 hours each year or equivalent
		Safety training: 50 hours
		Progressive wage schedule
		State issued completion certificate



PIPELINE PROJECT

INDUSTRY-BASED. EMPLOYER-DRIVEN. DUAL-TRAINING EXPERIENCE.

CURRENT OCCUPATIONS IDENTIFIED BY INDUSTRY COUNCILS AND VALIDATED BY COMPETENCY COUNCILS

INDUSTRY

OCCUPATIONS

Advanced Manufacturing	Flexo technician	Machinist/ CNC operator	Maintenance/ repair worker	Mechatronics technician	Quality assurance, food safety supervisor	Welder
Agriculture	Agronomist	Mechanic, industrial truck	Quality assurance, food safety supervisor	Swine manager	Swine technician (sow farm)	Swine technician (grow finish)
Health Care Services	Health support specialist	Medical assistant	Psychiatric/mental health technician (in-patient)	Psychiatric/mental health technician (out-patient)	Senior living culinary manager	
Information Technology	Security analyst	Service desk/front line or computer user support specialist	Software developer	Web developer - back end	Web developer - front end	

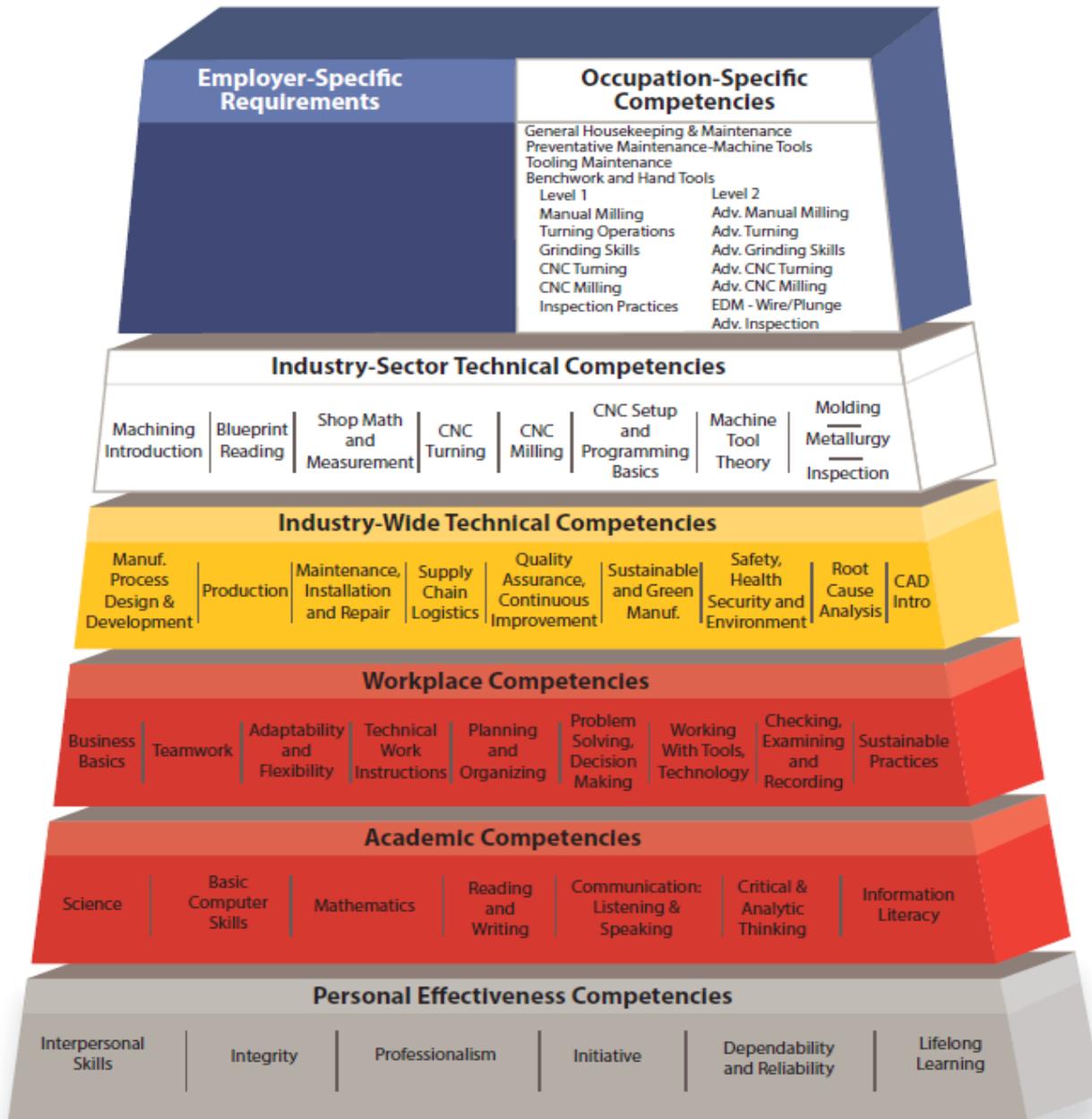
For more info on adding occupations to the PIPELINE Project, contact pipeline.project@state.mn.us.

PIPELINE Project

Competency Model for Advanced Manufacturing

Occupation: Machinist/CNC Operator

Example of the competency pyramid modeled after the US DOL Industry Models. Found at Careeronestop.org.





PIPELINE PROJECT

INDUSTRY-BASED. EMPLOYER-DRIVEN. DUAL-TRAINING EXPERIENCE.

Tools to help develop dual-training programs:

Planning guides for each industry

- [Advanced Manufacturing Occupations Planning Guide](#)
- [Agriculture Occupations Planning Guide](#)
- [Healthcare Services Occupations Planning Guide](#)
- [Information Technology Occupations Planning Guide](#)

Dual-training program development worksheet:

- [Training Plan Worksheet](#)

Discussion and Questions

Thank you!

Please contact:

Registered Apprenticeship: LaRohn Latimer at larohn.latimer@state.mn.us or 651-284-5223 and Leslie Philmon at leslie.philmon@state.mn.us or 651-284-5330

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