

## Meeting Minutes: Apprenticeship Advisory Board

Date: July 14, 2021  
Time: 1:30 pm  
Minutes prepared by: Denise Carrier  
Location: Virtual - WebEx  
Minnesota Department of Labor & Industry  
443 Lafayette Road N  
St. Paul, MN 55155

### Attendance

**Members Present:**

Tom McCarthy  
Sophie Thaden  
Melissa Stachovich  
Norma Miller  
Don Mullin  
Laurie Warner  
Deon Clark  
Tim Sturdivant  
Erin Larsen

**Attendees:**

Matt Campanario	Clara Albert	Nancy Wallace
Jessica Grosz	Charles McIntosh	Katherine Fischenich
Mike Willetts	Terry Frauly	Roslyn Robertson
Michelle Dreier	Greg Renne	Salima Khakoo
Betsy Adamson	Janelle Miller	David Griefenhagen
Adam Hanson	Melissa Fermoye	Claudia Aurand
Scott Parker	Leslie Philmon	Marv Urias
Dan McGuire	Chris Busch	Jeff Brown
Tom Kennedy	Dean Mills	Brian Herder
Dave Dressler	Amy Lord	John Slama
Dean Gale	Ania Dimants	Patricia Jespersen
Ed Godfrey	Dan Solomon	Tim Barrett
Grace Ouellette	Jamie Quenzer	Blake Parsons
Kate Perushek	Joseph Kendrick	Tim Walker
Matthew Boucher	Renee Nelson	Bilal Muhammad
Samuel Heimlich	Jason Wadell	David Radziej
Kelly Corbett	LaRohn Latimer	David Frary
	Larry Eisenstadt	Menekeh Giddings
	Judy Swanson	Tim ONeill

### 1. The Meeting was called to order by Chair McCarthy at 1:30 p.m.

**A. Roll Call** – Chair directed that the record notes those members in attendance.

**B. Introductions** – Assistant Commissioner, Kate Perushek, DLI  
Director of Apprenticeship, Jessica Grosz, DLI  
Advisory Board Member, Erin Larsen, MDE  
Advisory Board Member, Tim Sturdivant, Cement Masons and Plasterers Local 633

## 2. Approval of Proposed Agenda

A motion was made by Laurie Warner and seconded by Don Mullin to approve the July 14, 2021 Apprenticeship Advisory Board Meeting Agenda. All members voted to approve the agenda.

## 3. Commissioner Update

Commissioner Roslyn Robertson reported that the Department began their return to the office last week and they expect to receive visitors after September 6, 2021. Commissioner Robertson shared that the 1<sup>st</sup> floor is being renovated and that meeting room spaces are also being renovated.

Commissioner Robertson welcomed all new members to the Board. She was pleased about the opportunity to have representation from the Department of Education.

Commissioner Robertson informed the Board that the legislature adjourned last week. It was a robust legislative session for the agency. Labor and Industry had four policy initiatives and several budget initiatives.

1. DLI proposed a legislative change to update a Minnesota Apprenticeship statute to conform with federal apprenticeship requirements that promote equal employment opportunity, protections for apprentices, and applicants participating in registered apprenticeship. Commissioner Robertson was delighted that DLI was successful in that policy initiative.
2. The 2<sup>nd</sup> successful policy initiative involved adding two members to the Construction Codes Advisory Council. They added an energy expert and an accessibility expert. The Council provides advice to the agency on pertinent building code matters.
3. The 3<sup>rd</sup> policy proposal involved child labor data protection. Labor Standards is the regulatory entity that administers the child labor provisions. They sought to have child labor information that the unit collects kept private and were successful in this initiative.
4. The 4<sup>th</sup> policy provision did not prevail and involved improving the transparency of OSHA citation data. They will revisit that policy provision at a later date.
5. DLI was successful in receiving an operating increase for the Labor Standards, Apprenticeship, and OSHA programs. The Apprenticeship unit will receive \$276,000 in increased funding each biennium to fund an additional full-time employee to continue the expanded program activities and strategies to grow the program. The Labor Standards operating adjustment supports the existing staff in the program. DLI received a very significant operating increase in the MNOSHA program that will allow them to add 9.5 FTE. Commissioner Robertson added that these budgeting successes are critically important to ongoing success of their programs.
6. Commissioner Robertson reported that another important result of the legislative session was improving the nursing mothers' law and pregnancy accommodations in the workplace.
7. Other initiatives included changes to the contractor recovery fund. They were able to increase the payout and increase the frequency to twice a year.
8. DLI was also able to continue the fee reductions for the construction trades by maintaining the current fee reductions. It will save the construction industry 4.5 million dollars in the biennium. The Construction Codes and Licensing Division is a self-supporting unit and they only take in the amount of revenue that is needed to maintain the program. Commissioner Robertson reported that these reductions are temporary as this will allow for opportunity for changes to fees to adjust for the cost of running the program. There was also a provision that the fees that are taken in through the construction code program can only be used for the purpose of that program.

9. DLI received authority to continue to use funds that had been appropriated to the Workers' Compensation Division for the update of their technology system.
10. DLI received a direct appropriation to Labor and Industry for the administration of their workforce development dual training pipeline program. Previously the appropriation had gone to the Office of Higher Education, and they did a direct transfer to Labor and Industry. Now those resources come directly to Labor and Industry.
11. Other related items include an appropriation of \$225,000 to the Helmets to Hardhats program. The Helmets to Hardhats program are dedicated funds that are used to support the National Guard and veteran participation into the registered apprenticeship program, and the training and employment in the construction industry.
12. DLI also received an appropriation of \$100,000 for the Minnesota Virtual Academy. This a grant for the Independent School District 294 for the Virtual Academy Career Pathway Program with the operating engineers.

Commissioner Robertson noted that all the items that she shared have an opportunity to impact, or be impacted by, apprenticeship.

Commissioner Robertson added that other provisions that were less connected to apprenticeship but important included receiving one million dollars to establish a logger safety grant program. The bill also included requirements that sprinklers be put in existing public housing buildings. There was also a provision that changes the occupancy level in rural event venues.

Robertson shared that there was legislation this year that changed the number of continuing education hours required to certify building officials. That number was reduced to 35 hours instead of the previous 38 hours.

Finally, there was a proposal that will provide an exemption from licensing requirements for certain individuals servicing or installing a commercial chemical dispensing system or servicing or replacing a commercial dishwashing machine. There are training requirements associated with this, but this was an agreement reached with the industry.

## **4. Approval of Minutes**

Approval of April 14, 2021 Board Minutes. A motion was made by Don Mullin to approve and seconded by Laurie Warner with spelling change corrections to the minutes.

## **5. Status of Registered Apprenticeship in Minnesota**

### **A. Apprenticeship Minnesota's Strategies**

#### **Rick Martagon, Supervisor Apprenticeship**

- Provide program support
- Evaluate and secure funding
- Expand registered apprenticeship into more industries
- Build strong and effective partnerships
- Support and fund career pathways
- Ensure compliance
- Improve communications
- Celebrate apprenticeship successes

## B. Recent Program Activities

**Intro to Apprenticeship Series featuring Industries, Program Sponsors, CBOs, and other stakeholders:**

- 5/15/21 – Highlight on IT
- 5/12/21 – CBO & MDVA  
(Highlight on Community Based Organizations and an overview of services for Veterans)
- 6/9/21 – Highlight on Agriculture/Natural Resources
- 7/15/21 – Intro to Registered Apprenticeship - Virtual
- 7/15/21 – MDVA Presentation

**Continued presentations to Workforce Investment Boards throughout the 16 workforce areas**

- 4/1/21 – SW Minnesota Workforce Development Board
- 4/8/21 – Career Solutions Workforce Development Board
- 5/6/21 – Anoka County Workforce Development Board
- 5/11/21 – Henn-Carver Workforce Development Board
- 6/21/21 – Duluth Workforce Development Board
- 7/28/21 – NE Minneapolis Workforce Development Board
- 8/5/21 – Dakota-Scott Workforce Development Board

## C. Program Expansion Activities Funded in part by Federal Grants from US Department of Labor Office of Apprenticeship

### Minnesota Apprenticeship Initiative

Funding: \$5M

Years of grant performance: 2015-2020 (Extended Due to COVID, Sept. 30, 2021)

### Apex Initiative

Funding: \$1.8M

Years of grant performance: 2017-2020 (Extended Due to COVID, Oct. 31, 2021)

### Minnesota Registered Apprenticeship Expansion Initiative

Funding: \$1.3M

Years of grant performance: 2019 – June 30, 2022

### Minnesota Capacity and Expansion of Registered Apprenticeship Initiative

Funding: \$450K

Years of grant performance: 2020 – June 30, 2023

### Recent MNRAE program activities

- Awarded three JATCs total of \$290,000 to support the delivery of career-readiness training to prepare individuals to enter and succeed in a registered apprenticeship program.
- Awarded five stakeholders a total of \$100,000 to support the delivery of exploring career-exploration programming that links to registered apprenticeship careers and apprenticeship supports for apprentices.

- Awarded a total of \$75,000 to support new and existing apprenticeship sponsors to invest in related training instruction and offset its cost to deliver registered apprenticeship training.
- Awarded signatory contractors \$57,000 to provide new and existing Registered Apprenticeship sponsors assistance to offset the cost of quality on-the-job training programs with the goal of increasing retention.
- Awarded two JATC programs a total of \$77,805 of supportive service funding to provide recruitment and retention incentives.
- Developed six new RAPs with the support of MNRAE funding.

Visit: [www.apprenticeship.mn.gov](http://www.apprenticeship.mn.gov)

## **Apprenticeship Minnesota operation during COVID-19**

- Apprenticeship Minnesota program services have and remain operational
- Most of the Apprenticeship Minnesota team remains in teleworking status
- Program development and technical assistance continues to be provided
- Program compliance reviews continue to be conducted
- Apprenticeship Minnesota is leveraging online virtual platforms

## **Apprenticeship Statistical Snapshot**

- Currently at 11,003

## **Apprentice participation demographic trends**

- People of color – 2,171 (20.16%)
- Women – 776 (7.2%)
- Veteran – 759 (7.0%)

## **Number of Trades & Occupations Active in Minnesota Registered Apprenticeship**

- Active Apprenticeship Sponsors: 194
- Participating Employers: 2,300+
- Utilities – 101, Construction – 95, Advanced Manufacturing – 55, Healthcare – 13, Transportation – 8, Agriculture – 14, Public – 4, Information Technology – 3

## **Percentage of total active apprentices by industry**

Utilities – 4.1%	Transportation – 1%
Construction – 89.2%	Agriculture – 1%
Advanced Manufacturing – 2%	Public – 2%
Healthcare – 1.5%	Information Technology – 0%

## **Apprentice Registrations**

- 1,317 Registrations 01/2021 – 06/2021
- 882 Completions 01/2021 – 06/2021

A motion was made by Laurie Warner and seconded by Melissa Stachovich to approve. Roll call was taken and approved by all.

## 6. Carpenters Training Institute Presentation

Matt Campanario – Executive Director

- Carpenters Training Institute maintains 16 registered apprenticeship programs across the North Central States Regional Council of Carpenters' 6-state area of MN, ND, SD, IA, NE, and WI.
- Their training programs provide state-of-the-art programming to help begin a career within the trades.
- The Carpentry Industry Orientation Program is wholly funded by a grant through the MN Department of Labor & Industry. Training is provided through the Carpenters Training Institute (CTI).
  - This program consists of 175 hours of hands on and in-class learning over a five-week period.

### Training Includes:

- Orientation tools, safety, training campus tour, expectations
- Shop floor training, wood framing, interior systems, concrete
- Jobsite visits
- Contractor interviews
- Mentors
- Networking and communicating with the industry

### Application Requirements:

- 17 years of age or older
- High school diploma/GED or in the process of obtaining
- Valid Driver's License or in process of obtaining
- Industry orientation application
- Pre-interview assessment
- Pre-program interview

### Additional Outreach Opportunities:

- Collaborate with Business Representative for the North Central States Regional Council of Carpenters
- Attend Virtual Career Fairs
- Provide tours of their campuses
- Collaborate with past APEX graduates and now registered apprentices
- Presentations at high schools

### Program Goals:

- To increase female, minority, indigenous, and veteran participation
- Engage contractors, educators, and business agents in apprenticeship recruiting
- Develop strong, statewide outreach and promotion campaign to explain the benefits of registered apprenticeship
- Develop hand-on and soft skills needed to build a career as a professional carpenter
- Allow an opportunity for people to achieve the lifestyle they desire

### Big Picture:

- CTI has gained 117 new apprentices from the partnership grant programs
- 76 active apprentices that are a direct result of the program

- Results continue to improve as contractors are finding value in hiring from the program
- In late 2021 or early 2022 they will have their first APEX – MNRAE Career Readiness Graduate become a Journey person

## **7. Minnesota Municipal Utilities Association (MMUA) Registered Apprenticeship Program**

Mike Willets, Director of Training and Safety

Willets reported that their apprenticeship program is a powerline electrical workers 4-year apprenticeship program. MMUA made it an onsite on-demand program. MMUA has a training center in Marshall, MN that they built 15 years ago. MMUA has a correspondence course for the workbooks and also has an onsite portion of training where they come into the utilities. They work with them hand in hand developing their skills. The apprentices get a lot of value with training and hands on work. It gives the utilities a chance to grow their own. With public power there are three different types of electric utilities - Excel Energy, rural co-ops (rural areas), and public power (city government-owned electrical utilities), of which there are 126 in Minnesota. The largest is Rochester Utilities, and then Buffalo, Delano, Elk River, Anoka (all public utilities in Minnesota), Sioux Falls, SD and so on.

Willets shared that the utilities have worked with the apprenticeship program onsite on-demand for four years. They have smaller communities with one or two employees. It is difficult for them to get quality training. This gives them the opportunity to get quality training onsite and be part of the apprenticeship program. It takes them longer to get through the apprenticeship program but at least they are getting that quality training needed. They have 60 apprentices going through the program. They are required to go to their training center in Marshall four times a year. That is the time they do evaluation and quality control.

The curriculum is based on basically any other powerline program - basic electrical theory, pole climbing, 3 phase circuits, personal protective equipment. Correspondence is based out of Idaho Northwest Line College which they partnered with several years ago. The curriculum is very solid. They make changes when needed. The students really seem to like it. They are hoping to create a culture of every line worker that is in public power going through their apprenticeship program, and along with that is the Department of Labor's apprenticeship program. They create a much higher quality line worker for the future.

## **8. Adjourn**

A motion to adjourn was made by Laurie Warner and seconded by Don Mullin. Roll call was taken and meeting was adjourned.