

**Apprenticeship Advisory Board  
Draft Meeting Minutes  
April 9, 2015  
Department of Labor & Industry**

**Members Present**

Todd Ferrara  
Matt McDowall  
Harry Melander- Chair  
Thomas McCarthy  
Laurie Warner  
John Aiken – Secretary/Director DLI Labor Standards

**Members Absent**

Jeni Blaylock - excused  
Mark Christianson  
Mike Mitchell  
Everett Pettiford

**Visitors**

Tyler Aman – GR Energy  
Mark Conroy – Roofers Local 96  
Mitchell Davis – Mpls. Urban League  
Dave Dressler – Limited Energy JATC  
Chris Favreau – Floor Coverers JAC

**Visitors - Continued**

Rick Gale – Local 34 JATC  
Larry Gilbertson – ACAM/Ironworkers Local 512  
Jack Hettewer – Plumbers JATC  
Eric Houske – Insulators Local 34  
Bill Lombard – Local 455 JATC  
Dean Mills- LTC, Laborers Training Center  
Vicky Sandberg –Women Building MN  
Andy Staab – BAC  
Tom Westlund - ABC  
Jan Williams – Mpls. Urban League

**Staff Present**

Jessica Looman – DLI Deputy Commissioner  
Rick Martagon – Sup. DLI Apprenticeship  
Rich Davy  
Mary Des Jarlais  
Terry Frauley  
Susan Smith

**I. Call to Order**

The meeting was called to Order Chair Melander at 1:35 p.m.

- a. **Roll Call** was taken, those that are present and those that arrive late will be listed in the minutes for this meeting.
- b. **Announcements** – None.

**II. Approval of Meeting Agenda**

Request was made to move Item **VIII. Board Discussion, Women Building Minnesota** to the beginning of the meeting. No objections. A motion was made to accept agenda as presented, and seconded. The vote was unanimous; motion carried.

**III. Approval of Previous Meeting Minutes**

Motion was made and seconded to accept the January 7, 2015; Apprenticeship Advisory Board's meeting minutes as presented. No corrections, objections or discussion. The vote was unanimous; motion carried.

**VIII. Board Discussion – Women Building Minnesota**

Vicky Sandberg, Apprenticeship Coordinator of Women Building Minnesota, provided a presentation explaining her organization's participation as a grant recipient of the MN WESA (Women's Economic Security Act) funding.

She said that their goal is to increase female participation in registered apprenticeship programs by promoting women in construction as a viable career choice and assisting candidates through pathways to rewarding construction careers.

She discussed elements of her program's recruitment and training processes. Recruitment begins with information sessions giving attendees an overview of the construction industry in-general and the opportunity to interact with several panels on-site. Panels are comprised of employers, apprenticeship coordinators, instructors and a panel of young people that are currently in an apprenticeship program or have recently journeyed out of their apprenticeship program. There are two sessions scheduled. April 13, 2015 at Dunwoody College, 1-5 pm and April 14, 2015 at St. Paul College from 5-9 pm.

They then select a class of 24 participants to go through fast-track 2 week training. This training takes place at union trade centers with some classroom instruction and includes training with OSHA. They then work with their employer partners to sponsor these individuals into a registered apprentice program, either through Building MN or through another craft apprenticeship program.

Member Ferrara asked if this program is promoted to state high schools, stating that he believes many junior and senior high-school students are exploring what direction to go after graduation.

Ms. Sandberg explained their program is for age 18 and older and they try to encompass all races, ages and levels of learning. Their main outreach was through the MnSCU college system and community-based partnerships. Some flyers were distributed to high school career tech education counselors, specifically at Bloomington and Roosevelt High Schools because they have targeted trades related programs.

Member McDowall indicated that he had received some information as to opportunities for contractors to sponsor participants with tool belts, boots and basic hand tools.

Ms. Sandberg stated a sponsorship program is now set up and at graduation from the program, each participant will receive these items.

A video from Channel 4, WCCO "Women of the new Vikings Stadium" was presented. Reporter Jamie Yuccas spoke with several female employees at the Mortenson Construction on-site office for the Vikings stadium project. There are 100+ female employees, representing 9% of the workforce on the project hired as pipe layers, welders, laborers, electricians, and crane operators. This project has highlighted construction as a good career opportunity for women.

**IV. Old Business – None**

**V. New Business – New DLI Apprenticeship Database**

Director Aiken asked to be allowed to address this item in his DLI Reports. No objections.

**VI. DLI Reports - Office of Apprenticeship Report**

Director Aiken talked about improving services for all users and establishing better ties with the US Dept. of Labor (DOL). Working towards this goal, there is a new DLI apprenticeship database that focuses on stakeholders' needs to meet the needs of programs and employers. The new database system provides online capability to do registrations, completions, cancellations, reinstatements and modifications, eliminating the paper/US Mail process to increase efficiency and responsiveness by the department. It has also enhanced internal capabilities to assess how the unit is doing and to improve reporting. He extended an invitation to an introductory session, including hands-on exploration of the new desktop system on April 23, 1:30- 2:30 pm at MN DLI office. The system will "go live" by mid-month of April.

**a. Status of Apprenticeship**

The MN DLI apprenticeship staff has responded to more than 120 service calls and more than 100 informational calls per month over the last quarter. They participated in 104 outreach events/visits in this quarter. This is 3 times the amount of outreach participation during the same quarter in 2014.

**b. Total of apprentices / c. Total women and minority apprenticeship participation**

Registered apprentices numbered 9,158 at the end of this quarter, maintaining levels from the beginning of 2015. Minority participation is at about 19% with 1,736 minority registered apprentices as of April 1, 2015. Female participation is at 7%, sustaining since November of 2014.

**WESA Grant Update** - Over \$240,000 was distributed amongst 4 entities that will promote and place women in apprenticeship. The first progress report from the grant recipients is due in July.

**d. American Apprenticeship Initiative Grant Update –by Deputy Commissioner Jessica Looman**

She reported that MN DLI Apprenticeship is partnering with MN Dept. of Economics (DEED) to apply for this federal grant specific to promoting registered apprenticeship. The process is based on using the registered apprenticeship model that is already in place in the construction industry and modifying that model for accessibility and success in other industries.

She talked about DLI's involvement in the PIPELINE Project. This legislative funded project has been partnering with approximately 50-60 different entities; businesses, community-based organizations, labor organizations and higher education institutions (private and public). They have assembled project teams tasked at expanding registered apprenticeship programs in 4 industry areas; Advanced Manufacturing, Agriculture, Healthcare and IT(Information technology). These industries have been identified as growth areas for expansion of registered apprenticeship and industries that also tend to use laborers under the H1B1 Visa program. The federal American Apprenticeship Initiative Grant funding specifically uses H1B1 Visa dollars to fund the initiative.

The grant application is due April 30, 2015. Heather McGannon, the project manager for the PIPELINE Project, is helping coordinate this effort. Feel free to contact her with questions or concerns.

Member Ferrara asked about oversight of the programs and the use of the monies. Are there specific requirements to qualify? How will we measure if private/public industries and schools are set-up to meet the needs of these industries and train their people accordingly?

Jessica Looman explained that DLI is a regulatory agency. DEED will be the fiscal agent setting up criteria. The grant allows us to help these occupational industries use the monies where needed to promote apprenticeship. DLI's role is to help develop and support, then regulate the registered apprenticeship programs. The money can be used for many things; tuition, coordination, boots, tools, supplementation of on-the-job mentor wages, etc. The one thing monies cannot be used for, is to pay the apprentices wages.

Chair Melander presented that the Apprenticeship Advisory Board give official support of DLI's application for this grant. Member McCarthy made a motion and Member McDowall seconded the motion. Motion passed. Jessica Looman expressed her appreciation and stated the board may be asked to provide a letter of support at a later date.

**VII. Apprenticeship Coordinator's Report**

Larry Gilbertson, Training Director- Ironworkers Local 512, was recently elected as the Apprenticeship Coordinator for the Apprenticeship Coordinators Association of MN (ACAM). He reported the Ironworkers interviewed 300 people last Tues. and Wed. for 110 open positions in St. Paul. He also highlighted the tremendous success of reaching over 3,000 students/participants last year. The next Construct Tomorrow event is scheduled for April 22, 2015 in St. Cloud.

Chair Melander inquired to any further questions

Member McDowall pointed out the new inclusion of veterans on the apprenticeship number report distributed. He asked Director Aiken what efforts are being made to reach this particular group.

John Aiken explained that this inclusion on our report is a statement that DLI Apprenticeship Division believes this is an important group and is developing a plan to partner with veteran and community-based organizations that already have connections to the veteran community. We hope to report on the progress at the next board meeting.

Jessica Looman wanted to reiterate the importance of the new Apprenticeship Database. She stated that DLI is highly invested and excited about this new system. It will allow us to see trends and understand what our impact is on the construction workforce and the Minnesota workforce in general.

Member Ferrara asked who was the desktop application specifically designed for and who will have access to input/retrieve data from it?

Jessica Looman stated apprenticeship coordinators will be the main users, along with people that interact with us on a regulatory standpoint (standards, agreements, etc.).

A question was presented if the new database system will work with youth apprenticeship.

Jessica Looman stated that youth apprenticeship is a work experience program, administered by the Dept. of Education and is not registered apprenticeship. It does identify people that could be great candidates for the registered apprenticeship programs and we are reaching out to the Dept. of Education to look at ways of integrating youth apprenticeship into our system. The new database does not currently have any function in this area.

**IX. Announcements**

a. Next Regularly Scheduled Meetings-

- i. Wednesday, July 8, 2015 – 1:30 p.m. – Minnesota Room, DLI
- ii. Wednesday, October 14, 2015 – 1:30 p.m. – Minnesota Room, DLI

**X. Adjournment**

The meeting adjourned at 2:15 p.m.

Respectfully Submitted,  
**John Aiken, Secretary**