

**Apprenticeship Advisory Board  
Meeting Minutes  
July 9, 2014  
Department of Labor & Industry**

**Members Present**

Harry Melander, Chair  
Johnnie Burns, Secretary  
Jeni Blaylock  
Mark Christianson  
Todd Ferrara  
Matt McDowall  
Dale Narlock  
Everett Pettiford  
Stan Theis

**Members Absent**

Mike Mitchell

**Staff**

Asst. Commissioner- Jessica Looman  
Mary Des Jarlais  
Terry Frauly  
Bernie Michael  
Susan Smith  
John Vo

**Visitors**

Tom Aasheim – FTI-um  
Tyler Aman – GR Energy  
Craig Bistodeau – Sprinkler Fitters  
Mark Conroy – Roofers Local 96  
Mitchell Davis Jr. – Mpls. Urban League  
Rick Gale – St. Paul Plumbers JAC  
Brian Hagberg – FTI-um  
Jack Hettwer – Mpls. Plumber JAC  
Bill Lombard – Pipefitters 445  
Rick Martagon - BAC Local 1 / ACAM Pres.  
Matt Marquis – Various Org.  
George McMahon – MN Teamsters  
Dean Mills – Laborers  
Jim Nimlos – Mpls Electrical JATC  
Tom Reger – Cement Masons  
Gary Thaden – MMCA/NGCA  
Tom Westlund - ABC  
Jan Williams – Mpls. Urban League  
Dedric Willis – Mpls. Urban League

**I. Call to Order**

The meeting was called to Order by Chair Melander at 1:30 p.m. and roll call was taken. No new announcements.

**II. Approval of Meeting Agenda**

A motion was made to accept agenda as presented, seconded. Motion carried. Agenda approved.

**III. Approval of Previous Meeting Minutes**

A motion was made and seconded to accept the April 9, 2014 meeting minutes as presented. No discussion, no correction. Comment from a board member, stating “these are very well done”. The vote was unanimous, motion carried. Minutes from April 9, 2014 board meeting approved.

**IV. Old Business**

None presented.

**V. New Business**

Director Burns noted there are a couple of appeals of apprenticeship cancellations that have been filed to DLI offices. An investigation is being conducted with contact involving the specific programs to work through to a resolution. He reported that this process should be completed approximately 30 days from now.

A board member inquired as to the nature, reasons for the appeals. Director Burns stated the information cannot be shared in today’s forum.

It was discussed that it is important to understand and track appeals information for recruiting purposes. Director Burns added that some typical reasons for cancellation could include; lack of training participation, non-compliance with work hours requirements, or several other situations and that it typically takes a lot of non-compliance issues to reach a cancellation status.

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

Director Burns highlighted the monthly performance measurements distributed to the Board Members today. Total Minorities 1,420, (1,267 Males and 153 Females) and this is approximately 1,000 more than at this time in July 2013.

The top 5 programs that are employing or have minority/female participation highs are; Laborers, Carpenters, Health Care Support Specialists, Electricians and Roofers. The top 5 active apprenticeship by sponsors, programs are; Laborers, Carpenters, Sheet Metal Workers, Roofers, MPLS Electrical JATC.

The DLI office is in the process of reviewing our apprenticeship documents, standards, forms, agreements, etc. to ensure they meet the requirements of the new Apprenticeship Law to be in effect on January 1, 2015. The compliance review documents have already been updated to focus on the training requirements. This process will be done diligently and with a lot of overview. Director Burns has conferenced with other apprenticeship directors in other states and has directed his staff to research other states programs to see what documents are used and how they have implemented their programs. This will help to lean towards uniformity throughout the industry.

Director Burns commended the programs for embracing the new goals in the apprenticeship industry and stepping up with a “we want to do it, tell us how to do it, make it work within the confines of our programs” attitude.

The new WESA (Women’s Economic Security Act), brought grant monies this year to promote females in high skill/high demand jobs. There will be an RFP in the next few months. The program is specifically focused on females/women with no restriction in demographics.

Chairman Melander commented on the percentages of the monthly performance measurements and how all areas have consistently grown at a steady rate. It was noted that women represent approximately 7% and minorities represent approximately 18% of the apprenticeship participation in the current report.

Motion was made and seconded to accept the Office of Apprenticeship Report as given.

**VII. Apprenticeship Coordinator’s Report**

Rick Martagon, Apprenticeship Coordinator Association addressed the Board reporting “numbers are really good, apprentices are coming in and referring others as new apprentices”.

Next week, the Apprenticeship Coordinators Association meeting will be held at the Cement Masons offices.

The next Construct Tomorrow outreach event is to be held at Hubert Humphrey Job Corp Center on July 29, 2014 from 8:00 am – Noon. This is an outdoor event and they are expecting approximately 200 people, from different programs throughout the state to attend. There will be some hands-on demonstrations with the Cement Masons will pour 150 ft. of sidewalk, Bolander & Sons are bringing equipment on site for participants to experience and there will be a demonstration of Class 5 asphalt being dumped.

**VIII. Board Discussion**

LEAP Grant recipient, Minneapolis Urban League presented to the Board. Minneapolis Urban League has been involved in the LEAP program for approximately 2-3 decades and is currently the leader of apprenticeship placements in the area. Written material and a brochure was provided for reference to the Board.

The LEAP model is focused on equipping unemployed and underemployed individuals and to give them what they need to make it in the industry.

- a. Jan Williams, Construction Management of the LEAP program at Mpls. Urban League gave an overview of their program.
- identify minority and females interested in building construction
  - work to create employment opportunities for those individuals by working with contractors and organized labor. Learn the requirements for each apprenticeshipable trade and present that information to those individuals that may not otherwise know about the opportunities.
  - focus in giving our recruits the best overview of the whole industry.
  - provide students with case management, job development , support services once employed, and assistance with a portion of their initiation fees and some work supplies.

Recruitment efforts have included; on-air local radio, libraries, and work-force centers. Also a lot of participants share with family members and friends which brings recruits to our program.

Recruits go through a screening program and often individuals from the various apprenticeship trades are involved. Mpls. Urban League has made creating and maintaining a strong relationship with the building trades and organized labor an important element to their program.

- b. Dedrich Willis, Coordinator of the LEAP program at Mpls. Urban League shared his outlook of their program, describing it as “building relationships not only with the building trades and carpentry, but also with the participants in our community and building relationships that are going to last as the participants career develops - a gateway or a bridge between the community members interested in a career in the industry and receiving information of the opportunities, pathways and support to achieve their goal”. Each participant brings unique circumstances, different barriers and things they need help to overcome. The LEAP program supports the participant throughout these steps to become successful, by making a commitment to participants for at least 1 year.

One of the focuses this year has been educating the community on various other construction gateways, outside of the laborer field. They have developed partnerships and contracts with the iron workers, pipefitters, carpenters and sheet metal workers unions and apprenticeship programs to start classes and training opportunities for interested participants.

A board member inquired if the Mpls. Urban League LEAP program was involved with any high school guidance counselors. A program titled “summer internship program” is being currently redeveloped for that purpose and they support and collaborate with the Construct Tomorrow program which currently is involved in the high schools.

A board member asked about transportation needs for their participants. They provide bus transportation to their participants from their facility to the training facilities throughout the whole required training process.

A board member inquired as to the process of getting into the Mpls. Urban League LEAP program. The program holds a weekly orientation session to introduce the components of program, then a one-on-one session, and after acceptance there is a week- long training program in-house.

#### **IX. Announcements**

The next meeting will be on October 8, 2014 at 1:30 p.m.

#### **X. Adjournment**

The meeting adjourned at 2:00 p.m.

Respectfully Submitted,

*Johnnie Burns*

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