

**PENNSYLVANIA APPRENTICESHIP AND TRAINING COUNCIL**

**June 15, 2023**

**(VIRTUAL MEETING VIA MICROSOFT TEAMS)**

**9:00 AM**

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**Chairperson Lisa Godlewski called the meeting of the Pennsylvania Apprenticeship and Training Council to order at 9:02 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 McGraw	X				

**Ex-Officio Members and Designees:**

Office of Vocational Rehabilitation, PA Department of Labor and Industry (Jeffrey Seabury, Vocational Rehabilitation Specialist, Office of Vocational Rehabilitation)

Unemployment Compensation Program, PA Department of Labor and Industry: Maria Macus, Deputy Secretary

Workforce Development, PA Department of Labor and Industry: Daniel Kuba, Deputy Secretary

**Pennsylvania Department of Labor and Industry**

Peter Getzie, Assistant Chief Counsel, Office of Chief Counsel

Cristie DeWitt, Workforce Development Supervisor, Apprenticeship and Training Office

Bryan Smolock, Director, Bureau of Labor Law Compliance

Joseph Bass, Apprenticeship and Training Representative, Apprenticeship and Training Office

Drew Grasso, Southeastern, Apprenticeship and Training Representative, Apprenticeship and Training Office

Marshal Palmer, Western Apprenticeship and Training Representative, Apprenticeship and Training Office

George Tanner, Special Project Apprenticeship and Training Representative, Apprenticeship and Training Office

Joseph Poland, Eastern Compliance Apprenticeship and Training Representative, Apprenticeship and Training Office

William Miner, Data Entry Specialist, Apprenticeship and Training Office

Kathleen Watson, Data Specialist Apprenticeship and Training Representative, 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, Compliance, and Statistical Development Manager, Apprenticeship and Training Office

Jeanette Colman, Job Seeker Liaison, Apprenticeship and Training Office

Gina Meringer, Clerical Assistant 2, Apprenticeship and Training Office

Bryana Feliciano, Limited Term Clerk, Apprenticeship and Training Office

**U.S. Department of Labor**

Nicholas Burdick, Multi-State Navigator

**Approval of April 13th Meeting Minutes**

- Motion to approve May 11th minutes as submitted by Robert Bair; seconded by Mike McGraw. Motion approved unanimously.

**Public Comment:**

- No public comment

**Ex-Officio Member Report: Office of Vocational Rehabilitation, PA Department of Labor and Industry (Jeffrey Seabury, Vocational Rehabilitation Specialist)**

- Their entire business service team attended the Pennsylvania Workforce Development Association (PWDA) conference, and they were able to give a few presentations.

- There was a lot of interest and discussions about pre-apprenticeship and registered apprenticeship with people that they network with which generated a follow-up connection with Marissa Bankert from Independent Electrical Contractors (IEC). IEC partners with electrical companies across Pennsylvania to provide professional training for electrician staff and owners and they also have their own registered apprenticeship program. There is going to be a special addition to their monthly business services corner meeting each month that will be solely on registered apprenticeship openings for IEC. They will be discussing pre-apprenticeship and registered apprenticeship since IEC is recruiting apprentices at this time. They are looking for instructors and there may be some opportunities for journeyworkers that would like to earn extra money or journeyworkers that are injured and may need to change careers.
- They attended the apprenticeship summit in the southwestern corner and made advanced connections in pre-apprenticeship and registered apprenticeship.
- Jeffrey Seabury participated in the Quarterly Rural Youth Apprenticeship Development Council Meeting. He shared the progress on how they are advancing pre-apprenticeships and registered apprenticeship for persons with disabilities and highlighted the work that the ATO the PATC is doing. They discussed the partnership they have with the ATO and their ex-officio role on the council. They also shared information about KDP and the navigator apprenticeship model.
- They are continuing the involvement with the Keystone Apprenticeship Alliance (KAA) and its public workforce committee. They met with an organization called Congresso and they are working with them to assist in building inclusivity for persons with disabilities into their pre-apprenticeship.
- He believes that Danielle Demirovic helped him to connect with Sigma. They had a meeting with Sigma to discuss how to partner in Pennsylvania with pre-apprenticeship and registered apprenticeships.

**Ex-Officio Member Report: Unemployment Compensation Program, PA Department of Labor and Industry: Maria Macus, Deputy Secretary**

- April 2023 the unemployment rate was 4.1 percent and there is 268,000 people that are unemployed. The week ending June 10<sup>th</sup> had 16,426 regular initial unemployment claims. This quarter is very busy due to the teachers and bus drivers submitting their initial claims. She advised council that the best way to contact unemployment is to use the chat function since they are responding in a few seconds. Emails are down to about a 24-hour response and the phone line time has gone down to about a 40-minute wait.

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

- They are having discussions as a multi agencies looking at the overhaul process, improvements, continue to make things lean to make sure the efficiencies are where they should be. They want to maximize the staff and the staff hours to put out a good product on behalf of Governor Shapiro.
- Moving forward Deputy Secretary Daniel Kuba and his assistant will be adding an extra layer by reviewing the packets and providing their recommendations to council for their approval. He will be viewing and checking the packets to make sure they are meeting the standards and making sure they meet all the requirements of the PATC checklist.
- They are constantly looking at their budget and once the state budget is complete the additional funds, they are hopefully going to get will be ready and available once the fiscal code is written so they can disburse the funds out to the public as soon as possible.

**Report: U.S. Department of labor (Nicholas Burdick, Multi-State Navigator, Office of Apprenticeship)**

- They will be releasing some new intermediary contracts that will help them to expand into the transportation, hospitality, cyber and teacher sectors for apprenticeship programs.
- They should be hearing the news about the state formula grant funding soon.
- On apprenticeship.gov they released an apprenticeship academy. This is to help increase education about apprenticeship. There are different catalogs for registered apprentices, sponsors, DOL funded intermediaries, state apprenticeship agencies and OA staff. They are mostly YouTube videos of slide shows. They will be growing the catalog under the Registered Apprenticeship Academy tab on the website.

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

- a) Beaver Jack Tree Service, Arborist, 2nd Review, New Program, Individual Non-Joint
  - Sponsor Representative: Emily Bush, Administrator, Beaver Jack Tree Service; William Schaltenbrand, President, Owner, CTSP, Beaver Jack Tree Service

- Sponsor representative gave an overview of changes that were made from the list that council suggested last meeting
  - A discussion took place between the sponsor and council
  - Robert Bair made a motion to approve the program as submitted, was seconded by Gregory Chambers; motion was carried unanimously by council; no abstentions
  
- b) Pittsburgh Chapter NTMF, Machinist, 2nd Review, New Program, Group Non-Joint
  - Sponsor Representative: Elizabeth Blashock, Program Coordinator, Pittsburgh Chapter NTMF; Ed Sikora, Executive Director, Pittsburgh Chapter NTMF; Dave Supervisor, Pittsburgh Chapter NTMF
    - Sponsor representative gave an overview of changes that were made from the list that council suggested last meeting. Should list the how you process applicants.
  - A discussion took place between the sponsor and council
  - Summary of changes council suggested
    - Page 25 Selection Procedures – should remove the following selection criteria employee should have some mechanical skills, show strong attention to details, accuracy, and safety.
    - Page 40 question 16 and the employer agreements– list that the applicant will need to score at least a 62 on the 3<sup>rd</sup> party test.
    - Page 24 question C. Physical must be able to lift and/or move up to 30 pounds. Page 25 Selection Procedures Ability to lift 50 pounds. Make sure the information provided in the packet is consistent though out the packet.
  - Robert Bair made a motion to approve the program with administrative changes, was seconded by Mike McGraw; motion was carried unanimously by council; Gregory Chambers abstained
  
- c) PV Transport Inc, Truck Driver, Heavy, 2nd Review, New Program, Individual Non-Joint
  - Sponsor Representative: Steven Beck, Safety Manager, PV Transport Inc
    - Sponsor representative gave an overview of changes that were made from the list that council suggested last meeting
  - A discussion took place between the sponsor and council
  - Summary of changes council suggested
    - Page 36 - Selection Procedures – need to add verbiage that the applicant must have adequate motor vehicle report
  - Timothy Griffin made a motion to not approve this program, was seconded by Robert Bair
    - Robert Bair removed his second to the motion.
  - Robert Bair made a motion to table this program; was seconded by Timothy Griffin; Barry Kindt, Mike McGraw, Lisa Williams, Cheryl Feldman, and Gregory Chambers opposed; no abstentions
    - Roll Call taken by Cristie DeWitt
    - The motion to table this program did not carry
  - Lisa Williams made a motion to approve the program with administrative changes; was seconded by Barry Kindt; Timothy Griffin and Robert Bair opposed; no abstentions
    - Roll Call taken by Cristie DeWitt
    - The motion to approve the program with administrative changes carried, and the program was approved
  
- d) O-I Plant #18 and #19, Machinist, 2nd Review, Trade Program, Individual Joint
  - Sponsor Representative Holly Wardell, People & Culture Generalist, O-I Plant #18 and #19, Machinist
    - Sponsor representative shared an overview of the program
  - A discussion took place between the sponsor and council
  - Summary of changes council suggested
    - Letter from Penn State – Add letter with verbiage that they agree to be a RTI training provider
  - Robert Bair made a motion to approve the program with administrative changes, was seconded by Gregory Chambers; motion was carried unanimously by council; no abstentions
  
- e) UPMC Presbyterian/Shadyside Corporate Services, Industrial Maintenance Repairer, 2nd Review, New Program, Individual Non-Joint
  - Sponsor Representative: Edward Dudek, Corporate Vice President of Facilities Engineering and Maintenance, Engineering & Maintenance, UPMC Presbyterian/Shadyside Corporate Services

- Sponsor representative shared an overview of the program
  - A discussion took place between the sponsor and council
  - Barry Kindt made a motion to approve the program as submitted, was seconded by Mike McGraw; motion was carried unanimously by council; no abstention
- f) Tech Impact, Help Desk Technician, 2nd Review, New Program, Individual Non-Joint
- Sponsor Representative: Monique Gaillard, Business Development Specialist, Tech Impact; Donnique Bell, Regional Director of Workforce Programs, Tech Impact
    - Sponsor representative shared an overview of the program
  - A discussion took place between the sponsor and council
  - Summary of changes council suggested
    - Page 12 Appendix A section D – aptitude test – remove the verbiage that Apprenti will validate their own test
    - RTI provider - Add letter from CompTIA that they agree to be a RTI provider
  - Timothy Griffin made a motion to approve the program with administrative changes, was seconded by Robert Bair; motion carried unanimously by council; no abstentions

**Initial “Review of Standards of Apprenticeship” and Trade/Occupation additions**

- a) PA Area Health Education Center (AHEC), Community Health Worker, 1st Review, New Program, Group Non-Joint
- Sponsor Representative: N. Benjamin Fredrick, Director of PA AHEC, PA Area Health Education Center (AHEC)
    - Sponsor representative shared an overview of the program
  - A discussion took place between the sponsor and council
  - Summary of changes council suggested Program:
    - standardize the program for all employers
    - Auditing procedure – add an auditing procedure for all employers
  - Timothy Griffin made a motion to consider this program at a future council meeting; was seconded by Robert Bair; motion carried unanimously by council; no abstention
- b) Diversified Refrigeration Holdings, Inc. Heating & Air Conditioning Mechanic & Installer, 1st Review, New Program, Individual Non-Joint
- Sponsor Representative: Sprague Cook, President, Pennsylvania Collage of Technology, Diversified Refrigeration Holdings, Inc
  - Sponsor representative shared an overview of the program
  - A discussion took place between the sponsor and council
  - Summary of changes council suggested
    - Need a RTI provider that has hands on training or sponsor needs to create a hands-on lab for the apprentices.
    - Robert Bair made a motion to consider this program at a future meeting; was seconded by Mike McGraw; motion was carried unanimously by council; no abstention

**Provisional Review Follow Ups**

- g) Harrisburg Area Community College, Computer User Support Specialist Individual, Non-Joint, Approved November 18, 2021, Provisional Review November 2022, Moved to Permanent Registration May 2023

**Old Business**

- Programs Approved per Admin Changes
  - a) New Village Institute, Undercar Specialist, Approved May 11th, 2023

**New Business**

- Gregory Chambers asked Director Tara Loew if there is going to be any events held for the 50<sup>th</sup> anniversary of the Fitzgerald Act.
  - Director Tara Loew replied that she did not hear about any events.
  - Nicholas Burdick said that he did not hear about any events.

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

- They have started to prepare for National Apprenticeship Week, and she has reached out to the press team to confirm that there will be a Pennsylvania specific digital tool kit for apprenticeship partners in PA. They started early to prepare for the conference because they are going to be partnering with Pennsylvania Workforce Development Association (PWDA) as a platinum sponsor at the apprenticeship expo. The expo will be held at the Hershey Lodge during apprenticeship week. Director Tara Loew said that if council or a long-standing registered apprenticeship program would like to submit a presentation for the expo that would be great.
- In support of council, Director Tara Loew will be sending out council resources including the updated Pennsylvania Council checklist and the new orientation for new council members.
- The ATO has a new clerical assistant starting on June 26, 2023
- The management team will be giving brief fact base reports in Director Tara Loew's absence while on parental leave
- Director Loew and Supervisor DeWitt, and George Tanner, a Special Project ATR, attended the Eastern Seaboard Apprenticeship Conference (ESAC), and a number of staff, including the Western Region Apprenticeship and Training Representative also attended the Western Summit and a few other events in the last few months.
- Director Tara Loew asked Sam Primak to give an over of the grants.
  - Sam Primak replied that they released three funding opportunities in April and May including
    - The Increasing Diversity, Equity, and Inclusion (DEI) in the building and trades sector, Creating Nursing Pathways in Pennsylvania, and Supporting Broadband Infrastructure Initiatives. The deadline for applications has passed for the initiatives. They are currently evaluating all the applications for the grants and plan to announce the awardees within the next month.
  - In March, the bureau of Workforce Development Administration (BWDA) in with partnership with the ATO, issued a first release in support of the building and supporting a certificated registered teacher apprenticeship program. This release was designed to seek proposals that will develop the framework for the program. The deadline for applications was June 1<sup>st</sup> and the proposals are in the review process.
  - In May the ATO applied for a 1.2 million dollars for the state apprenticeship expansion formula funding from the United States Department of Labor (USDOL).
  - Active Grant Programs
    - PAsmart Grants - activities are ongoing and have supported over 1700 pre-apprentices and 1900 apprentices.
    - Apprenticeship Building America (ABA) – Grant - they are continuing to work with the ten workforce development boards partners. They are starting to see program and participant activities.
    - PA Nursing Pathway Grant – for the first round they are still working with the three workforce development boards. The period of performance began in April however they did have a bit of delay starting but they are on the way with the projects.
    - SAE and ASE Grants – they are wrapping up the project under these grants this month. 1.2 million funds were distributed to support 813 diverse apprentices in the last two years.
  - They posted a job opening for a grant, statistical development, and special project specialist

**Report: Council Chairperson (Lisa Godlewski)**

- They discussed a lot of good thoughts about the apprenticeship programs because they do care about the Commonwealth and the apprentices, so she wanted to thank the council, ATRs and the programs sponsors for all their service and hard work.

**Adjourn Council Meeting**

- Chairperson Lisa Godlewski adjourned the meeting at 12:51 pm.

The next scheduled Pennsylvania apprenticeship & Training Council Meeting will be held virtually and is scheduled for Thursday, July 13, 2023.