

PENNSYLVANIA APPRENTICESHIP AND TRAINING COUNCIL

November 9, 2023

(VIRTUAL MEETING VIA MICROSOFT TEAMS)

9:00 AM

Chairperson Lisa Godlewski called the meeting of the Pennsylvania Apprenticeship and Training Council to order at 9:08 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

Tara Loew, Director, Apprenticeship and Training Office

Cristie DeWitt, Workforce Development Supervisor, Apprenticeship and Training Office

Danielle Demirovic, Pre-Apprenticeship Supervisor, Apprenticeship and Training Office

Sam Primak, Grants, Compliance and Statistical Development Supervisor, Apprenticeship and Training Office

Theodore Warholc, Northern Region Apprenticeship and Training Representative

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

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

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

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

Jared Young, Statewide Special Project Apprenticeship and Training Representative (ATR), Apprenticeship and Training Office

David Croyle, Western Compliance Apprentice 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

Jeanette Colman, Job Seeker Liaison, Apprenticeship and Training Office

Gina Meringer, Clerical Assistant 2, Apprenticeship and Training Office

Allie Harris, Clerical Assistant 2, Apprenticeship and Training Office

Bryana Feliciano, Limited Term Clerk, Apprenticeship and Training Office

Bryan Smolock, Director, Bureau of Labor Law Compliance

U.S. Department of Labor

Nicholas Burdick, Multi-State Navigator

Approval of October 12th Meeting Minutes

- Motion to approve October 12th minutes as submitted by Gregory Chambers; seconded by Cheryl Feldman. Motion approved unanimously.

Public Comment:

- Jason Grottini, Vice President, Invinity Energy Systems
 - Invinity has offices in State College and Pittsburgh, Pennsylvania. They were founded in 2005 and have been installing solar ever since. They currently have 45 employees and 30 of those employees work directly in installing solar. Their

specialty is in distributing solar. Many of the individuals that are employed with this company have changed their career path and now specialize in solar. These employees come into and stay in this trade because of not only present but future growth. Part of the future growth has been solidified through the passing of the Inflation Reduction Act. The IRA requires industry driven workforce training pathways into clean energy jobs and solar apprenticeship labor on all projects greater than 1 megawatt. The solar installer occupation is a unique occupation. This is an emerging industry that will put Pennsylvania on the cutting edge of the clean energy market. CPI is an existing training provider with quality programing and Invinity supports their apprenticeship program currently in the works.

- Barry Kindt advised Jason Grottini that solar has always been an electrical occupation and he advised him to review what the Commonwealth has set for the electrical industry

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

- Jeffery Seabury advised council that his team will be participating in the National Apprenticeship Week expo next week. If attending, he would like everyone to stop by their workshop on building inclusivity into apprenticeship.

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

- Maria Macus updated that their phone wait time is 13 minutes and if you would like to call to do it later in the week, as the time is lower. She advised everyone to take advantage of emailing and the chat feature. The emails are answered in real time and chat has no wait. She also said to make appointments at the local CareerLink.

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

- Deputy Secretary Daniel Kuba and Deputy Secretary Maria Macus are working on a UI Claim and outreach project. A few months ago, they evaluated the number of people that filed for claims and then compared that to the records for the new hire and wage data. At that time, there were about 380,000 individuals who received a claim and were no longer in the workforce. Deputy Secretary Daniel Kuba and Deputy Secretary Maria Macus have modeled their outreach plan, starting with a survey, to try and understand why individuals are not going back into the work force. Recently, they completed the evaluation again, and the number of people who received a claim or are no longer working went up to 426,000. At the PA CareerLink's there is a program called Reemployment Services and Eligibility Assessment (RESEA). This program will evaluate claimants and assess their eligibility and potential for exhausting benefits. The UI project will target the other individuals and they will use the data received from the survey to target resources to alleviate some of the barriers that are keeping these individuals out of work. They have received about 1,000 surveys just from the initial stages they have found out that the two reasons people are staying out of work is because of transportation and childcare. There are four different groups of individuals in Pennsylvania. The first group is the reentry people, and they need to have good employment opportunities to get them back on track after prison. The second is the recovery people, and because they have a very high addiction issue within the Commonwealth, it often leads to unemployment. They have identified different programs to help people get out of their addiction, and trying to create a workspace that provides support. The final group of individuals are the immigration and asylum seekers. They are one of the most impactful resources for employers. The final group of people are the individuals this UI Program is targeting. These are people who have been in the workforce at one point but have since left. He advised council that he will keep up dating them.
- He stated that they have enhanced their relationship with the Keystone Job Core. There are four major job core facilities in Pennsylvania. The kids that are enrolled in these programs will receive not only certifications, but life skills as well. Half of these kids are leaving this program and going right into the trades or finding employment right away and the other half is going to the different locations across the commonwealth. The largest unemployed group in Pennsylvania is the youth that are 18-24 years of age.
- A few years ago, they started a program called the Veterans Employment program. When this program began, they were required to submit about 200,000 dollars to support a veteran's program in the Southeast portion of Pennsylvania. The department has allocated an additional 600,000 dollars to support veteran services across the Commonwealth.
 - Chairperson Lisa Godlewski said that she was concerned that the largest number of unemployed was the youth.
 - Deputy Secretary Kuba responded that is why Pre- Apprenticeship is so important and that they would be hiring staff under Pre-Apprenticeship Supervisor Danielle Demirovic. This connectivity will be huge among the younger generation. Apprenticeship week allows us to continue to talk about our youth and talk to employers about adaptability among the different generations.
 - Cheryl Feldman wants everyone to understand the importance of pipelines. She stated that these pipelines are how we are going to reach the youth because without them, individuals get lost within their move to the next step.
 - Daniel Kuba replied that has been a huge leader among investments in the healthcare industry.

- Barry Kindt asked as pre-apprenticeship programs expand, are we missing out on a bigger group of people. He is referring to kids that go to college and aren't successful with that plan. These individuals are then hard to recruit.
 - Deputy Secretary Daniel Kuba says that one of the biggest challenges is losing people who were pushed into higher education and that is why middle school age is the target. He visited Susquehanna Township and said that they have an IT program that has 18 students. Of those 18 students, only about 2 will not go into an IT related career.
 - Director Tara Loew responded to Barry Kindt that pre-apprenticeship can target the adult population. She stated that a potential goal would be to potentially build pre-apprenticeship programs within the PA CareerLink system to serves adults, specifically targeting populations with multiple barriers to employment and create quality pipelines into registered apprenticeship programs in their area.

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

- Nicholas Burdick advised council that Pennsylvania is representing all the different industry sectors regarding the schedule National Apprenticeship Week events.
- He also said that the apprenticeship academy is running on apprenticeship.gov. He and his team are looking for feedback.
- His office's advanced manufacturing sprint is ongoing.

"Approval of Standards of Apprenticeship" and trade/occupation additions – Secondary or more review

a) ABC of Western PA, Heating & Air Conditioning Mechanic & Installer, 3rd Review, Trade Program, Group Non-Joint

- Sponsor Representative: Matthew Waltman, Director of Education & Workforce Development, ABC of Western PA
 - 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.
- Michael McGraw made a motion to approve the program as submitted, was seconded by Gregory Chambers; motion was carried unanimously by council; no abstentions.

b) ASHLIN Management Group, Inc, Certified Clinical Medical Assistant, 2nd Review, New Program, Group Non-Joint

- Sponsor Representative: Dr. Jennifer Buelin, Grant Manager, ASHLIN Management Group
 - 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.
- Cheryl Feldman made a motion to approve the program as submitted, was seconded by Barry Kindt; motion was carried unanimously by council; no abstentions.

c) Hanover Chamber of Commerce, Automotive Technician Specialist, 2nd Review, Trade Program, Group Non-Joint

- Sponsor Representative: Gary Laird, President, Hanover Chamber of Commerce
 - 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:
 - Explain how the evaluation tool is being administered and how the apprentices are being evaluated.
 - List the differences between the 4,000-hour program and the 2,000-hour program.
 - Compare any existing approved Automotive Technician Programs to the proposed work process to ensure they are similar, list where they may be different.
- Barry Kindt made a motion to consider this program at the next council meeting; was seconded by Timothy Griffin; motion was carried unanimously by council; no abstention.

Initial "Review of Standards of Apprenticeship" and Trade/Occupation additions

a) Montgomery County Community College, IT Generalist, 1st Review, New Program, Group Non-Joint

- Sponsor Representative: Chae Sweet, Ed.D., Vice President of Academic Affairs and Provost, Montgomery County Community College; Lawrence Byron, Montgomery County Community College
 - Sponsor representative shared an overview of the program.
- A discussion took place between the sponsor and council.
- Summary of changes council suggested.
 - Employer Acceptance Agreement – include the Work Keys testing assessment as a minimum requirement.

- Gregory Chambers made a motion to approve the program with administrative changes, was seconded by Timothy Griffin; motion was carried unanimously by council; no abstention.

b) Blackline Institute, Electrician, 1st Review, New Program, Group Non-Joint

- Sponsor Representative: Jon Sensenig, Director of Education, Blackline Institute; Chris Maharg, Electrical Instructor, Blackline Institute; Caleb Arnold, Director of Electrical Program, Blackline Institute
 - Sponsor representative shared an overview of the program.
- A discussion took place between the sponsor and council.
- Summary of changes council suggested.
 - DeRock Electric Company LLC – letter from employer stating that they are planning to sign on to Blackline Institute and not be an employer for 2 different apprenticeship programs.
 - List only Blackline Institute in safety plan.
 - Appendix D – Update the apprentice count.
 - Safety level 1 – Add first aid and lock out tag out.
 - Outline how Mid Penn will serve the commercial electrician apprenticeship.
- Timothy Griffin made a motion to consider this program at the next council meeting; was seconded by Barry Kindt; motion was carried unanimously by council; no abstention.

Commented [LT1]: I am not sur what this means, please, ask the ATR for clarity that we can add

Commented [HA2R1]: done

Deregistration

- Kingsbury - Letter of Request October 23rd, 2023. Reason: Sponsor is voluntarily deregistering to reevaluate and revamp the program in hopes to reengage apprenticeship in the future.
 - Lisa Godlewski asked council to make a motion to deregister the Kingsbury program and include an effective date as of November 9th, 2023.
 - Timothy Griffin made a motion to effective as of November 9th, 2023, to deregister the Kingsbury program; was seconded by Cheryl Feldman; motion carried unanimously by council; no abstention.

Old Business

- Director Tara Loew said that the following is a list of programs that were approved with administrative change and the dates reflect when the changes was approved.
 - Celerity Integrated Services, Line Installer/Repairer, 2nd Review, New Program, Individual Non-Joint - Approved on Oct 13, 2023
 - Congreso de Latinos Unidos, Peer Specialist, 2nd Review, New Program, Group Non-Joint - Approved Oct 16, 2023
 - Atarashii, Cosmetologist, 1st Review, New Program, Group Non-Joint - Approved Oct 16, 2023
 - Kinsley Steel Inc, Structural Steel Worker, 1st Review, New Program, Individual Non-Joint - Approved Oct 30, 2023

Commented [LT3]: These should be sub bullets. Please, make sure it is the standard sub bullets, i.e they match with others

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New Business

- Timothy Griffin made a request to receive reports for programs that do not have active apprentices and that have less than 50 percent completion rate for apprentices. He said that they would be important for council to have so council can see how the programs are performing and so they can see the trends in each industry.
 - Director Tara Loew replied that is a great suggestion. She said that her team does already look at the programs that do not have active apprentices. Until the compliance team gets up and running her team is already doing informal outreach to connect to these programs. She said that right now they cannot retrieve reports on individual programs for completion rates unless they go into each program and calculate the rate. She said that her office is working with Dave Jackson who oversees RAPIDS to see how to get more accurate numbers.
- Timothy Griffin asked to have the Apprenticeship Monthly Tracker Report updated in OneDrive.
 - Director Tara Loew replied that the report is updated quarterly, and she will make sure the most up to date report is available for council.
 - Barry Kindt stated with serving so many different boards he is interested in the data as well. He said that he would like to let the data reports up to the professionals to decide if a program needs to be deregistered. He does see the benefit of having the data if a program wants to register a new occupation but is happy to leave those decisions with Director Tara Loew.

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

- Director Tara Loew gave a staffing update.
 - In the process of hiring
 - Administrative Division

- Administrative Officer – there role will be to handle human resources, record keeping and work with other administrative offices.
- Grants, Statistical Development, and Compliance Division
 - Grants, Statistical Development, and Special Projects Specialist
- Pre-Apprenticeship Division
 - Two Pre-Apprenticeship and Training Representatives
- Field Division
 - Two Special Projects Apprenticeship and Training Representatives
- Director Tara Loew said that she will be reaching out to Lee Burket’s replacement to see if they want to be the Ex-Officio for council or name a designee.
- There were a few updates to the website. A red banner was added that links to the resource page. The council members were added with the council agendas, meeting minutes, and PATC reports.
- She advised council that the Pennsylvania specific Apprenticeship Tool Kit for National Apprenticeship Week (NAW) was emailed out with the proclamation that Governor Shapiro issued.
- If any sponsors are having events, please register them on the National Apprenticeship website at [Apprenticeship.gov](https://www.apprenticeship.gov)
- Secretary Walker visited Rosie’s Girls Pre-Apprenticeship to highlight the great work they are doing to help women get into the building trades sector.
- Director Tara Loew said that her team will be traveling across the state and that they are the platinum sponsor of the Apprenticeship Expo Collaborative that will be held at the Hershey Lodge November 13th and 14th. Her team will be providing multiple workshops and table talks.
- For the first time in the apprenticeship and training office history they will be issuing awards for registered pre-apprenticeship and apprenticeship. They sent out an email asking for nominations. She asked that everyone vote for the finalist. Awards will be presented in December or the new year.
- She reminded council that the role for the ATO is to assist the program sponsors to ensure that their program meets the requirements for registration. She wanted to assure council that any program being presented has gone through a rigorous check and balance process to make sure that the minimum standards and requirements are met. The programs are reviewed and approved by Deputy Secretary for workforce development. Only programs that meet the requirements and standards are presented. The programs meet the 22 requirements under the section 83.5 of the PA regulations to qualify for registration. The ATO has created a checklist tool for council to utilize related to evaluating programs for the 22 requirements.
- We will be formally implementing our more expansive 1-Year provisional review process as we review programs registered in December 2022. **As an FYI: this new review process will have an impact on the time frame for our presentation of findings and recommendations to the Council.**
 - So, for these formal, expanded Provisional reviews, the Compliance Team will begin the process one year after program registration. The new process requires additional program elements be thoroughly reviewed, as well as increased communication with the sponsor. Provisional reviews will now take two to three months to complete. EX: for programs registered December in 2022, you can expect the ATO to provide its findings and recommendations in February or March (15 to 16 months after program registration).
- Jared Young is doing a lot of great work building best practices around health care and is working with some of the council members. He will be noting potential information to bring to the health board like licensing and requirements on how to move forward to create more health care programs. The upcoming initiatives they are working on is childcare.
- Cristie DeWitt advised council that they be seeing more agricultural program within the next six to eight months.

Report: Council Chairperson (Lisa Godlewski)

- Chairperson Lisa Godlewski asked council to please respond as soon as possible to the quorum email that the office sends out to let them know if you can attend.

Adjourn Council Meeting

- Lisa Godlewski made a motion to adjourn the council meeting. Meeting adjourned at 12:01 pm.

The next scheduled Pennsylvania apprenticeship & Training Council Meeting will be held virtually and is scheduled for Thursday, December 14, 2023.