

PENNSYLVANIA APPRENTICESHIP AND TRAINING COUNCIL

April 11, 2024

(VIRTUAL MEETING VIA MICROSOFT TEAMS)

9:00 AM

Chairperson Lisa Godlewski called the meeting of the Pennsylvania Apprenticeship and Training Council to order at 9:03 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:

Bureau of Career and Technical Education: (Judd Pittman, Director)

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

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

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

Marshall Palmer, Western 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, Apprenticeship and Training Office

David Croyle, Western Compliance Apprentice and Training Representative, Apprenticeship and Training Office

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

Chelsea Lewellen, Pre-Apprenticeship and Training Representative, Apprenticeship and Training Office

Brian Jones, Pre-Apprenticeship and Training Representative, Apprenticeship and Training Office

Jennifer Grooms, Grants, Statistical Development, and Special Projects Specialist, 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

U.S. Department of Labor

Nicholas Burdick, Multi-State Navigator

Approval of March 14th Meeting Minutes

- Update verbiage stating that Co-Chairperson Timothy Griffin lead the March council meeting.
- Motion to approve March 14th minutes as administrative changes by Michael McGraw; seconded by Jon O'Brien. Motion approved unanimously.

Public Comment:

- No public comment

Ex-Officio Member Report: Bureau of Career and Technical Education, PA Department of Labor and Industry (Judd Pittman, Director)

- Judd Pittman started off by saying that the Department of Education is in collaboration with the Department of Labor and Industry about the education workforce shortage. They are trying to find solutions to inspire more of the youth and people that are mid-career to consider the education field.

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

- OVR is continuing to focus their efforts on registered apprenticeship. They partnered with the Apprenticeship and Training Office to start providing training for staff members about apprenticeship. The training will help staff when a client goes into their office for assistance. The staff member will be able to determine if the occupation is apprenticeable and how they can connect the client to pre-apprenticeship and registered apprenticeship programs.
- May is the PWDA conference and OVR will be having a panel group discussing OVR services and the impact that the OVR office has with the apprenticeship office.

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

- Deputy Secretary Daniel Kuba said that workforce development just received a 2.9-million-dollar Opioid Disaster Recovery Dislocated Workers Grant. The federal government is looking at the opioid crisis in different ways. The PA Department of Labor and Industry Workforce Development was one of the original five-million-dollar grantees to help support and strategize on how to tackle the challenges that are affecting Pennsylvania because of the opioid crisis. Workforce development worked with Penn State to work with employers about how to have a friendly workplace for employees in recovery so they can create and manage an environment that is beneficial for both. They are thrilled that 11 counties will participate in the 2.9-million-dollar grant.
- PA Workforce Development just released the 3.3-million-dollar School to Work Grant from last year's budget. There has been a lot of great work tying in sponsors and laborers. This work is creating programs in schools and getting connectivity around great occupations in the new sectors in apprenticeship. Workforce development just apply for another 3.5 million dollars for Governor Shapiros current budget for the School to Work Grant. There were 10 brand new entities that received grants in the last round. This was huge because now they are starting to see the benefits from educating and helping to supporting a lot of new grantees.
- The legislative office at Labor and Industry host town halls for the legislators and specifically for their aides every two weeks. In these meeting they primarily talk a lot about unemployment compensation and lately about all the work that Maria Mackus and her department are doing. Recently the workforce department took time to provide a PA CareerLink 101 training for the aids and the staff so that they can know and understand the type of work that the CareerLinks are doing and how they could give proper referrals. The CareerLink 101 training was very beneficial for the legislative aids and the staff so that they can properly target what the issues and needs are for their constituents. This can help reduce the potential frustration for the citizens of Pennsylvania.
- Center of Workforce Information Analysts (CWIA) department provided a labor market forum in Westmoreland County. They will host these forums at least two or three times a year thought-out the Commonwealth. The goal is to discuss the labor marketing information and the different uses of data on how to use the data and how to educate people.
- The Baltimore area may need help with finding work for their citizens due to the bridge collapse. The workforce development boards in Bucks and central counties have mobile stations ready and available to assist them. Most of the coal that goes out of PA is transported though that port. Since the incident, the PA coal industry has been delayed. They will continue to monitor the southeast area for any impact this may have on the mining industry.

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

- The Notice Proposed Rule Making (NPRM) comment period closed and the department is going through the comment and are developing what the final rule will be based on what was proposed and the comments that was received. Nicholas Burdick will provide this at a future council meeting once this is available.
- There has been a red line at the top of RAPIDS advising everyone that the URL will be changing. Anyone that uses RAPIDS please save the new URL.

- The first annual Youth Apprenticeship week is May 5th to the 11th. They are in the process of getting events and proclamations. Right now, there are only 164 events nationwide and they have 13 proclamations. He wants to encourage pre-apprenticeship sponsors and anyone that knows a sponsor that is targeting youth ages 16-24 to hold an event and to register the event on their website.

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

- a) UPMC School of Surgical Technology, Surgical Technologist, 2nd Review, New Program, Group Non-Joint
 - Sponsor Representative: Craig Knox, Director, UPMC School of Surgical Technology
 - 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.
 - The applicant must be an employee of UPMC to enter the apprenticeship program.
 - Robert Bair made a motion to approve the program with administrative changes, was seconded by Gregory Chamber; motion was carried unanimously by council; no abstentions.
- b) Campaign for Working Families, Tax Administrative Assistant, 2nd Review, New Program, Group Non-Joint
 - Sponsor Representative: Nikia Owens Ph. D, Campaign for Working Families; Melissa Jackson-Schmidt, Campaign for Working Families
 - 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 Cheryl Feldmen; motion was carried unanimously by council; no abstentions.
- c) Rhoads Industries, Inc, Welding (Combination), 2nd Review, Trade Program, Individual Joint
 - Sponsor Representative: Joe Welsh, Rhoads Industries, Inc.; Steve Catherman, Rhoads Industries, Inc; Randy McCullough, Chief Human Resources Officer, Rhoads Industries, 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.
 - Robert Bair made a motion to approve the program as submitted, was seconded by Cheryl Feldman; motion was carried unanimously by council; no abstentions.
- d) Pennsylvania Rural Electric Association, Line Maintainer, 3rd Review, New Program, Group Joint
 - Sponsor Representative: Dennis Shawley Manager, Pennsylvania Rural Electric Association; Dennis Shawley, Manager, Pennsylvania Rural Electric Association; Joseph Selnekovic, Pennsylvania Rural Electric Association
 - 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 Neil made a motion to approve the program as submitted, was seconded by Jon O’Brien; motion was carried unanimously by council; no abstentions.
- e) Hanover Chamber Commerce, Automotive Technician Specialist, 5th Review, Trade Program, Group Non-Joint
 - Sponsor Representative: Gary Laird, President, Hanover Chamber Commerce; Sarah Messer, Hanover Chamber Commerce; Frank Fermen, Hanover Chamber 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.
 - Robert Bair made a motion to approve the program as submitted, was seconded by Cheryl Feldman; motion was carried by majority of council; Timothy Griffin opposed.

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

- a) Public Health Management Corporation, Community Health Worker, 1st Review, New Program, Group Non-Joint

- Sponsor Representative: Crissana Wray, Public Health Management Corporation; Deepa Mankikar, Public Health Management Corporation, Jessica Randall, Public Health Management.
 - Sponsor representative shared an overview of the program.
- A discussion took place between the sponsor and council.
- Summary of changes council suggested.
 - Page 28 - Selection Procedures - Generic, how are you determining qualification.
 - Page 31 - Appendix A1 - Sponsor name, update to be accurate/match sponsors name on front of Packet.
 - Page 31 - Appendix A1 - Job task under the work processes. Describe the skills, include language that is descriptive of job tasks.
 - Pages 42 and 43 – Appendix D
 - Question 3
 - Describe how does a community health worker fit into a career path.
 - Question 5
 - Interview after they are selected – add that the apprentice is already an employee and that the interview process is to help the apprentice make it through to apprenticeship program.
 - Question 10
 - Explain the hours as to what is frontloaded and why.
 - What type of support is there for apprentices who are falling behind or have question.
 - Question 11
 - Explain that the community health worker certification is not necessary for employment.
 - Question 13
 - Remove language that is conversation in nature and replace with bullet points. List the specific minimum requirements of a JW and then list the preferred requirements of JW.
 - Reword verbiage to be clearer in the last line that they are a group sponsor.
 - Question 15
 - Add detail on how you plan to recruit and what organization do they plan to work with.
 - wage schedule 75 RTI hours, is mixed in with OJT - wage schedule 75 RTI hours, label as front loaded.
- Robert Bair made a motion to consider this program at the next council meeting; was seconded by Cheryl Feldman; motion was carried unanimously by council; no abstentions.

b) Drexel University, Certified Clinical Medical Assistant, 1st Review, New Program, Group Non-Joint

- Sponsor Representative: Robert Grimmie, Drexel University; Jessica Randall, Drexel University
 - Sponsor representative shared an overview of the program.
- A discussion took place between the sponsor and council.
- Summary of changes council suggested.
 - Appendix D question 5 -Specify total number of Lab Hours and total number or online hours. Explain clearer how the hours add up.
 - Appendix D - Describe in more detail the support the apprentice will get, and who will be giving the Training.
 - Appendix D - list the items that are being provided at no cost to the apprentices.
 - Appendix D – Add some more language on how the apprentices are being evaluated.
- Robert Bair made a motion to consider this program at the next council meeting; was seconded by Gregory Chambers; motion was carried unanimously by council; no abstentions.

Deregistration

- a) Home Builders Association, Electrician, Heating & air-Conditioner Install/ser, Plumber, Residential Carpenter Specialist, Voluntary Deregistration, July 12th, 2018, Reason: Loss of Education Partner and Member interest.
- b) Quadrant EPP, Plastic Extrusion Operator, Voluntary Deregistration, September 13th, 2018, Reason: Inactivity of program since 2018
- c) The Alliance for Media Arts Culture, Inc., Digital Video Editor, Multimedia Producer, Voluntary Deregistration, September 12, 2019, Reason: Inability to retain Employers due to the pandemic, followed by major labor strikes and industry-wide layoffs.
- d) EducationWorks, Youth Development Practitioner, Voluntary Deregistration, January 27th, 2023, Reason: The original sponsoring organization has dissolved.

- Robert Bair made a motion to approve the voluntary deregistration for Home Builders Association, Quadrant EPP, The Alliance for Media Arts Culture, Inc., and EducationWorks as submitted; was seconded by Michael McGraw; motion carried unanimously by council; no abstentions.

One Year Program Audit Results

- 1199C, 11 HealthCare Occupation, Group Joint, Approved on Dec 15, 2022, Final Recommendation: Continue as Provisional Status
 - 1199C Training and Upgrading Fund, Behavioral Health Aide, Group Joint, Approved on Dec. 15, 2022, Final Recommendation: Continue as Provisional Status
 - 1199C Training and Upgrading Fund, Health Information Technician, Group Joint, Approved on Dec. 15, 2022, Final Recommendation: Continue as Provisional Status
 - 1199C Training and Upgrading Fund, Home Health Aide, Group Joint, Approved on Dec. 15, 2022, Final Recommendation: Continue as Provisional Status
 - 1199C Training and Upgrading Fund, Licensed Practical Nurse, Group Joint, Approved on Dec. 15, 2022, Final Recommendation: Continue as Provisional Status
 - 1199C Training and Upgrading Fund, Nursing Assistant Certified, Group Joint, Approved on Dec. 15, 2022, Final Recommendation: Continue as Provisional Status
 - 1199C Training and Upgrading Fund, Community Health Worker, Group Joint, Approved on Dec. 15, 2022, Final Recommendation: Continue as Provisional Status
 - 1199C Training and Upgrading Fund, Dental Assistant, Group Joint, Approved on Dec. 15, 2022, Final Recommendation: Continue as Provisional Status
 - 1199C Training and Upgrading Fund, EMT, Group Joint, Approved on Dec. 15, 2022, Final Recommendation: Continue as Provisional Status
 - 1199C Training and Upgrading Fund, Medical Assistant, Group Joint, Approved on Dec. 15, 2022, Final Recommendation: Continue as Provisional Status
 - 1199C Training and Upgrading Fund, Medical Coder, Group Joint, Approved on Dec. 15, 2022, Final Recommendation: Continue as Provisional Status
 - 1199C Training and Upgrading Fund, Peer Specialist, Group Joint, Approved on Dec. 15, 2022, Final Recommendation: Continue as Provisional Status
 - Drexel, Cyber Security Support Technician, Group Non-Joint, Approved on Dec. 15, 2022, Final Recommendation: Continue as Permanent Status
- Sam Primak gave an overview about the recommendation of the programs.
 - Robert Bair asked Sam Primak to council to be updated on District 1199Cs programs because they do not have any apprentices in their programs, and he would like to know what kind of outreach they are doing.

Old Business

- Alarm Tech Sprinkler, Inc., Sprinkler Fitter, 2nd Review, New Program, Individual Non-Joint Approved: 2/21/24.
- Learned Potential, K-6 Teacher, Post Baccalaureate, 2nd Review, New Program, Group Non-Joint Approved: 3/18/24.

New Business

- No new business.

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

- Director Tara Loew started off by saying the pre-apprenticeship division will be holding events during Youth Apprenticeship Week. An email with information will be sent out about youth apprenticeship week, how to update the activities on the USDOL website.
- She asked that council review the ATO 2023 progress report and the Chairperson Report. There are great graphs in the Chairpersons Report reflecting the numbers of approved programs. The ATO Progress Report highlights the progress that the ATO office has made. There will also be a lot of information about pre-apprenticeship.

ATO Office Division Update

- **Registered Apprenticeship Division**

- Cristie DeWitt said that her division is almost fully staffed. Leanne Demboski will be starting on April 29th and she will be a Statewide Special Project Apprenticeship and Training Representative focusing on agricultural, transportation, and hospitality. There is just one Statewide Special Project Apprenticeship and Training Representative position left to fill.
 - Registered apprenticeship data is tracked from July to June. Since July they had 143 potential sponsors attend the Registered Apprenticeship Initial Orientation, 67 of them attended in the first quarter of this year. This does show that interest is growing for building a registered apprenticeship program and Cristie DeWitt is hoping that this trend keeps going and they can increase the number of potential sponsors.
 - As of December, the ATRs cleaned out their list of programs that they were working to help sponsors build to ensure that they were not spending a lot of time on sponsor that were not dedicated to the process. As of December, there were 86 programs that were in the building process and by the end of March there were 119 in the building process. In the first quarter the most interest for building registered apprenticeship programs were in the building trades, manufacturing and technology sectors.
- **Pre-Apprenticeship Division**
 - Danielle Demirovic talked about the programs that were approved in 2022 and 2023. She said that they do anticipate that by the end of 2024 they will have approved at least 30 programs for the year. They are currently processing about 30- 40 programs.
 - Danielle anticipates an annual approval rate of around 30 programs, with that amount expected to grow in the coming years. There are currently around 30-40 active programs in development.
- **Grants, Compliance and Statistical Development Division**
 - Sam Primak let council know that Jennifer Grooms started as the new Grant Specialist, and he gave a brief overview of her background.
 - The ATO submitted two applications for the State Apprenticeship Expansion Grant (SAEF). One was for the Formula Funding which will help build capacity and support the operations of the ATO office. The other one was for the SAEF competitive funding in hopes to receive this grant to support the certified teacher apprenticeship initiative. Once the framework is developed for teacher apprenticeship, the hope is that the funds will be used to support local education agencies to develop and register apprenticeship programs at the local level.
 - The ATO released a specific organic agriculture notice of grant availability. This is a micro grant that will go to support new apprenticeship programs for specific occupations in the agriculture sector.

Report: Council Chairperson (Lisa Godlewski)

- Chairperson does not have anything to report but wanted to thank co-chairperson Timothy Griffin for taking her place last month.

Adjourn Council Meeting

- Motion to adjourn by Gregory Chambers; was seconded by Cheryl Feldman; approved unanimously. Meeting adjourned at 12:57 pm.

The next scheduled Pennsylvania apprenticeship & Training Council Meeting will be held virtually and is scheduled for Thursday, May 9, 2024.

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

- For the week ending April 6th, 2024, the average wait time on the phone was approximately 25 minutes.

- A reminder for everyone that the increase in call time is due to the quarter change and claimants calling early and then calling back again over the last two weeks.
 - We should see a downward again starting in a couple weeks.
- A reminder that L&I has established a new call center ([1-855-284-8545](tel:1-855-284-8545)) for UC claimants to schedule in-person UC Connect appointments at PA CareerLink® locations and get assistance with routine questions, such as how to log in to the UC system, reset a PIN, or change contact information on file.
 - The center is staffed by OVR customers, who will gain necessary call center experience needed to later apply for UC intake interviewer positions.
 - UC claimants can call the helpline Monday through Friday between 8 AM and 4 PM.