

## Meeting Minutes: Apprenticeship Advisory Board

Date: July 15, 2020  
Time: 1:30 pm  
Minutes prepared by: Denise Corrier  
Location: Virtual - WebEx  
Minnesota Department of Labor & Industry  
443 Lafayette Road N  
St. Paul, MN 55155

### Attendance

**Members Present:**

John Aiken  
Tom McCarthy  
Sophie Thaden  
Jessica Looman  
Melissa Stachovich  
Norma Miller

**Absent:**

Don Mullin  
Laurie Warner  
Deon Clark

**Attendees:**

Tyrone Taylor  
Larry Gilbertson  
Time Busse  
David Dressler  
George McMahon  
Marv Urlas  
Melvin Robinson  
Adam Hanson  
Betsy Adamson  
Terry Frauly  
David Malone  
Sherry Kinnibrugh  
Eriuc Taylor  
Michael Schroeder  
Tim Walker  
Michelle Dreier  
Tina Schiltz  
Roger Avelsgard  
Jeremy Parker  
Darcus Mitchell  
Stephanie O  
Ruth Taylor  
Gretchen Longbehn  
Clara Albert  
Kent Hopni  
LaRohn Latimer  
Leslie Philmon  
Jennifer Severson

## 1. The Meeting was called to order by Chair McCarthy at 1:30 p.m.

Meeting was called to order.

A. **Roll Call** – Chair directed that the record notes those members in attendance.

B. **Announcements** – No announcements.

## 2. Approval of Proposed Agenda

A motion was made by Norma Miller to accept the agenda as presented and seconded by Melissa Stachovich. Agenda approved without objection.

## 3. Old Business

- A motion was made and seconded to accept the January 15, 2020 meeting minutes as presented. Minutes approved by Sophie Thaden and seconded n. Minutes approved without objection.
- Approval of April 15, 2020 Apprenticeship Director Report: Norma Miller made a motion to approve. 2<sup>nd</sup> by Sophie Thaden. All in favor.

## 4. Commissioner Update

Deputy Commissioner Roslyn Robertson provided an update regarding the Department's work during the COVID pandemic. She noted that in March 2020, the Department readied and moved 389 staff swiftly to remote work for those that could complete their duties remotely while 25 individuals remain in office as their work doesn't allow for remote work. She said that Labor and Industry has taken a lead in addressing health complaints noting that the consultation unit with the direct input from Commissioner Leppink has been successful in creating guidance for about 13 different industries at this time.

Robertson shared that prior to COVID a discussion began related to the Governor's One Minnesota Workforce. As part of that plan, Labor and Industry will be asking Apprenticeship Sponsors to look at how they can contribute to the One Minnesota Workforce goals such as increasing the number of working Minnesotans that receive family-sustaining wages following any training they participate in. She stated that Labor and Industry continues to promote the participation of women, people of color, and indigenous people in registered apprenticeship and encourages greater participation. Robertson asked Sponsors take a look at what their current activity to see how many of their current participants already meet that criteria within their program, and asked that they make a voluntary commitment to increase women, people of color, and indigenous individuals into their registered apprenticeship programs.

Commissioner addressed the final federal rule related to industry-recognized apprenticeship programs ("IRAPs") that were adopted by the US Department of Labor on March 10 with full implementation going into effect 60 days later on May 11 this year. She said that IRAP is a federal initiative and there is little opportunity for Minnesota Apprenticeship to have any type of role in the assessment for certification that will come through IRAP.

## 5. New Business

### **State of Registered Apprenticeship in Minnesota Report:**

**John Aiken**, Division of Labor Standards and Apprenticeship

**Minnesota Department of Labor and Industry**

Director Aiken reported that the Department's apprenticeship program services remain operational at this time including registrations, cancelations, and completions despite the pandemic. Program development and technical assistance are currently being conducted by phone and electronic means. He noted that the unit has postponed some public engagements noting that NASTAD had postponed their fall in-person national conference to 2021.

Aiken shared a statistical snapshot on current and previous levels of actively training apprentices and participating sponsors to show trends related to apprenticeship in Minnesota. These statistical trends included, active apprentices, newly registered apprentices and completing apprentices. In addition, he provided gender and diversity statistical trends to complement the Gender/Diversity Report received by the board.

Aiken then provided updates regarding the various initiatives underway with Apprenticeship Minnesota.

- **Minnesota Apprenticeship Initiative**

5-year initiative to expand registered apprenticeship in Agriculture, Advanced Manufacturing, Healthcare, Information Technology and Transportation. Aiken said that this is in partnership with the Department of Employment and Economic Development.

Grant Goals – Fall 2020

- Engage 100 employers in developing a registered apprenticeship model
- Develop 30 high-growth occupations
- Register 1,000 new apprentices

Results:

- 100+ Employers engaged
- 57 New apprenticeship programs registered
- 871 apprentices employed and registered
- 333 apprenticeship completions
- 925+ apprentices pledged by participating employers

- **Apex Initiative**

Federal funding concludes – October 2020. Apex supports:

**Affinity and mentorship group activities**

Effort to improve apprenticeship recruitment and retention of women and people of color in construction registered apprenticeship programs.

## Support career pathways

- Construction career-readiness and pre-apprenticeship training targeting women and people of color.
- Career exploration programs for youth
- Hosting bus tours

## Develop apprentice support resources

- Apprenticeship Minnesota launched a research project to directly engage apprentices and sponsors.

## Apprenticeship Minnesota communications

- Social media, brochures, and events
- Video production
- Direct mail engagement to more than 1,000 school education and career counselors

## Public Engagement

- Hosting statewide presentations with featured speakers

## **Apex Career Pathway Results:**

Serve 412 Females, people of color, youth and veterans in pre-apprenticeship or career readiness training to increase participation of underrepresented groups.

- Currently, five different training organizations have trained 445 participants, including:
  - 88 females;
  - 279 people of color; and
  - 175 youth
- Currently, 282 participants have been placed (63%) in registered apprenticeship
- More than 4,200 individuals have been introduced to the construction trades with program support from APEX career exploration funding.

## **Minnesota Registered Apprenticeship Expansion (MNRAE) Initiative**

### **Summary of USDOL ETA funding:**

- Funding: \$1,356,276.90
- Period of performance: July 1, 2019, to June 30, 2022

### **Initiative Goals:**

1. Support the development and recruitment of a diverse pipeline of apprentices.
2. Support the rapid development of new registered apprenticeship programs and significant expansion of existing registered programs.
3. Fully integrate apprenticeship into state workforce development, education and economic development strategies and programs.
4. Build state capacity to make it easier for industry to start registered apprenticeship programs and for apprentices to access opportunities.

### **Key Strategies**

1. Work with sponsors and community-based organizations to provide incentives, resources and support
2. Conduct outreach, recruitment and introductory meetings
3. Conduct bus tours for educators, school counselors, workforce partners and stakeholders
4. Fund career exploration
5. Provide mentorship resources
6. Employer and stakeholder outreach
7. Registered apprenticeship program registration process improvements
8. Convene meetings with workforce development groups

### **Discussion and Approval of Registered Apprenticeship Report**

A motion was made to accept Aiken's report. All voted in favor.

#### **A. Construct Tomorrow Report**

**Tim Busse, Executive Director**

##### **Construct Tomorrow**

Busse reported that the program finished off their end of the year school year with only having to cancel one Construct Tomorrow event. They have been working on their events starting in October and updating their web page to reflect events for the 2020 school year. He shared that the program is exploring strategies to continue to engage students with experiences and information that lead to an apprenticeship education.

#### **C. Apprenticeship Coordinators Association of Minnesota ("ACAM") Report**

**Larry Gilbertson, ACAM President**

Gilbertson reported that he reached out to the Department for technical assistance to help get their people back into the program during the pandemic. Programs were now open to limited training with a prepared COVID19 preparedness plan. Gilbertson updated the board on the activities they have been sponsoring including distributing 200 iPads to students. Gilbertson shared that on September 1, 2020 he will be retiring.

#### **D. Introduction to OSHA Consultation**

**Tyrone Taylor, Director of MNOSHA Consultation**

##### **Minnesota Department of Labor and Industry**

Taylor introduced himself and shared information about workplace safety consultation noting that his team is set up to assist employers within the State of Minnesota to help them address their health and safety needs. He shared that OSHA Consultation has had a significant role addressing workplace safety during the pandemic. He indicated that his team has provided several health and safety guidance assistance documents and COVID19 preparedness plans and directed the audience to access their online request form on the Department's web site under health and safety at work to request further assistance.

### **Next Meeting**

Date: Wednesday, November 10, 2020

Time: 1:30 pm

Location: Virtual WebEx

## **6. Adjourned**