**Louisiana State Apprenticeship Council Meeting**

**Wednesday, July 26, 2017**

**10:00 a.m.**

**4th Floor Auditorium – AO Building**

**MINUTES**

**ROLL CALL**

**Members Present:**

Henry Heier (Chairman)

Brent Moreland

Keith Brand

Nicholas Felton, Jr.

Andrew O’Brien

**Members Absent:**

Woody Oge

Claire Obgartel

Aldo Irias-Duron

Monty Sullivan (Ex-Officio)

Kelly Carpenter

**LWC Officials Present:**

Joseph Hollins (Council Secretary, Director of Apprenticeship)

Kenneth Burrell (in place of Ava Dejoie [Executive Director, LWC])

*A quorum was present*

**REVIEW OF MINUTES FROM PREVIOUS SAC MEETING**

The minutes were reviewed from the previous SAC meeting, which occurred on June 28, 2017. A motioned was called, and the minutes were unanimously accepted.

**STATE APPRENTICESHIP UPDATES**

**AMENDMENT OF COUNCIL MEMBER TITLE**

State Apprenticeship Director, Mr. Joseph Hollins noted that Mr. Keith Brand, who is listed on the State Apprenticeship Council members list as Ex-Officio, upon further examination of the State Regulations, is actually not Ex-Officio, but the Workforce Investment Council Representative, and therefore is a voting member.

**INTRODUCTION OF NEW APPRENTICESHIP TRAINING REPRESENTATIVE**

Chairman, Mr. Henry Heier announced to the council that Louisiana Workforce Commission has recently hired Ms. Tacara Veal, a new Apprenticeship Training Representative. Veal introduced herself and mentioned prior experience in State Government, working with the Division of Administrative Law.

**RAPIDS 2.0**

Hollins apologized for the recent issues with the new version of RAPIDS, RAPIDS 2.0. Though all the technical issues are handled by the National Office of Apprenticeship, Hollins assured that the Apprenticeship Division will be in contact with them for updates and will work with them to see the issues are resolved.

Mr. Andrew O’Brien stated a concern with Davis-Bacon requests not being sent to contractors on time, especially with the large scale job coming up with New Orleans Airport.

Mr. Brent Moreland mentioned that there is a printable option in RAPIDS 2.0. While it doesn’t have the necessary signature, it should show the contractors that progress is being made.

**APPRENTI CONFERENCE**

Hollins spoke on the recent conference he attended which was hosted by Apprenti, the national leader on tech apprenticeships. Century Link and the Baton Rouge Tech Park, two entities LWC has been communicating with to develop tech apprenticeships, were in attendance at the conference as well.

**SPEAKER FOR NEXT MEETING**

There are 14 intermediaries that USDOL has suggested ApprenticeshipUSA Expansion grantees reach out to. The Apprenticeship Division’s grant coach mentioned that it may be beneficial for one of these intermediaries, with a non-traditional apprenticeship background, to give a presentation during an upcoming SAC meeting, as SAC members are more familiar with traditional apprenticeship than non-traditional.

Heier suggested an individual from Kahn Academy, a free remediation organization, may serve as an informative speaker, as well as someone from the Board of Education.

**NEW PROGRAMS**

**ACADIANA PLUMBERS ASSOCIATION**

**Program Sponsor – Kevin Richard ATR – Michael Knapps**

**Plumber**

Apprenticeship Training Representative, Mr. Michael Knapps gave an introduction to Mr. Kevin Richard’s program, noting that this was Richard’s third time being considered by the board, and his fourth time traveling to Baton Rouge from Lafayette for a SAC meeting. Knapps stated that the Apprenticeship Division has gone through his Standards of Apprenticeship and addressed all of the council’s concerns from the previous meeting. Knapps stated that Richard’s desire to create this program is to give the people of Lafayette the opportunity to become plumbers, as there are currently no Registered Apprenticeship programs in that parish, now a requirement of the Louisiana State Plumbing Board.

O’Brien noted that his program Heat and Frost Insulators Local 53 JAC accepts and supplies work in Lafayette for plumbers; however, individuals would have to travel to New Orleans for the Related Technical Instruction (RTI), as there isn’t a training facility housed in Lafayette.

Moreland questioned Richard about which specific hours and days the classroom training for the RTI would take place.

Richard responded that classes would occur on Fridays and Saturdays of every other weekend. There would be nine hour days for the classroom training, and the On-the-Job Training (OJT) would occur every Monday-Thursday, working 10 hour days.

Moreland also asked for an explanation of his selection procedure from start to finish, which is based on a pool of qualified applicants chosen by rank.

Richard explained that the first step would be the application from the apprentices; the board would review their experience expressed in the application, and rank them accordingly. In regard to another question of Moreland’s, Richard stated that all individuals will have an oral interview as well.

Heier addressed concerns about the apprentices’ schedule for classroom training, wondering if the employers agreed to only work them for four days to allow for the class. Heier pointed out that there was nothing in the Standards to enforce this.

Richard mentioned that it is written into the employer agreement, which all of them will sign.

Hollins expressed that Richard wasn’t certain if he should get the employers to sign the agreement before or after approval from the council, and that after council approval, he will not sign off on the Standards until Richard presents the signed documents enforcing this agreement.

Following these statements, the council had no further questions, and Richard’s apprenticeship program was unanimously approved for registration in the State of Louisiana.

**SOCIAL EDUCATION AND ATHLETIC CLUB**

**Program Sponsor – Joseph Bailey ATR – Alice Williams**

**Plumber**

Apprenticeship Training Representative, Ms. Alice Williams introduced the program of the Social Education and Athletic Club (SEAC). Williams expressed that the organization, residing in Harvey, LA, was a non-profit, with the goal of lowering the rate of juvenile delinquency. SEAC aims to accomplish their objective by providing gainful employment and to set the youth of Harvey working toward a productive career path. They have found Registered Apprenticeship to be the perfect model to accomplish these aspirations. Choosing the occupation of plumber, the program is somewhat unique due to the program sponsor, president and founder of SEAC, Mr. Joseph Bailey, having no experience in the plumbing industry. Master Plumber, Mr. Richard Cancienne, who would serve as the instructor for the RTI, would also serve as the industry expert, answering all industry related questions of the council. Also representing SEAC was Bailey’s wife, secretary and vice president, Ms. Lauren Bailey.

Heier noted that he was certain the Standards would spark many questions, developed by a program sponsor with no firsthand personal experience in the field. He also noted that while the federal laws allow for individuals to enter into a Registered Apprenticeship program at age 16, state laws require individuals to be a minimum of 18 years of age and possess a high school diploma or equivalent to work in the plumbing industry, due to safety concerns within the environment of the trade. Heier asked the candidates why they have decided on plumber as their occupation.

Cancienne expressed that when Mr. Bailey was searching for an occupation, aware of the new State Plumbing Board requirement, he informed Mr. Bailey that it would be a good choice for his occupation; that plumbing looks good to the youth, as it is profitable work.

Hollins stated that their Appendix E, the Employer Agreement, proves the demand in their area for the occupation.

Heier expressed that their role as the council is to go beyond the general requirements. Registered Apprenticeship is a starting point for a great career path, held to strong standards and rigor, and they need to ensure that their program will provide this esteemed level of quality.

Brand remarked that their Standards listed 17 years of age as the minimum to join the program, asking how they could be expected to work if they must be 18 years of age. He also remarked that in Appendix D, Qualifications and Selection Procedures, the age require was inconsistent, listing 16 as the minimum age. He questioned whether their intention was 16 or 17 as the minimum age, and depending on which, how they planned to get the apprentices started in the program for one to two years when they are unable to work on the job.

Hollins suggested changing the age to 18 and creating a pre-apprenticeship program which would feed into the Registered Apprenticeship program, once approved.

Brand also pointed out that the probationary period for the program was listed as 8000 hours, which is the entire duration of the program, while it is only to be allowed one year or 25% of the program, whichever is shorter.

Williams stated that it was a typo, and it was decided that the probationary period of the program would be 2000 hours.

Brand also mentioned that under the Section IV – Qualifications of Apprentices, E. Others, it stated “As applicable”, which is not specific.

When asked about the maximum credit allowed for previous experience for the program, they mentioned up to 4000 hours of credit for previous experience would be allowed, noted on page 6 of the Standards.

Moreland pointed out that in Section VI – Supervision of Apprentices and Ratios, it stated “To adequately or properly supervise an apprentice does not mean the apprentice must be within eyesight or reach of the supervisor, but that the supervisor knows what the apprentice is working on; is readily available to the apprentice.”

It was declared that this was the specific language of the Federal Apprenticeship Template which Louisiana Workforce Commission had adopted.

Cancienne stated that he felt that would not be safe, and that the apprentices should always be within eyesight of their mentors. He suggested changing the language to “under direct supervision.”

Moreland questioned the 50 hours of wiring within the work process schedule, and that the RTI has no electrical component to complement this work.

Heier suggested relocating the 50 hours into other aspects of the program.

Heier also asked, on the record, that the apprenticeship staff report to delineate, verbatim, the standards which have been currently approved to correct any language stating that supervision need not include direct eyesight on apprentices.

Moreland asked, in reference to Section IX – Hours of Work, if there would be any penalty for apprentices that do not advance by completing the requirement hours of OJT in a given segment.

Mrs. Bailey stated that there would be a penalty after a certain length of time, to which Mr. Bailey specified as three months.

Mr. Bailey confirmed that their classroom hours would take place on Mondays, Wednesdays, and Thursdays from 5pm-9pm.

Heier commented that the hours of school and work need to be documented in the Standards.

O’Brien drew attention to the wage schedule, noting that it starts at $15 per hour, which is 50% of the journeyworker wage of $30 per hour. He asked if they were aware of the prevailing wage for the occupation, and stated that he starts his plumbers off at $16 per hour, plus benefits. He then asked how many contractors have signed on to the program.

Cancienne stated that there were the two, whose copied signatures were within the Standards, and four or five others which they are waiting to get signatures from.

O’Brien asked if the work would be strictly residential. Cancienne responded that it would be a mix of residential and commercial.

Moreland asked for clarification on ‘tunneling’ and expressed concern to ensure that each apprentice will cover all components of the work process schedule, and not be subjected to only one part of the occupation, such as tunneling.

O’Brien asked who pays for the training. Mr. Bailey stated that 15% of the commission they make from fundraisers and other activities goes into their training, but the individuals are responsible for some of the costs of training.

O’Brien expressed concern about requiring to pay for training. He mentioned that members of Local #53 are taxed $.50 per hour to cover the training of the apprentices.

It was mentioned that WIOA funding could assist with some of the costs of training, but O’Brien suggested getting commitment from contractors to pay for the training.

Cancienne stated that he, as a contractor, wouldn’t want to pay for the training of all of his students, uncertain of how the individuals will fare in the program.

Upon no further questions or comments, Heier thanked them for coming out, and sought a motion for SEAC to work with the Apprenticeship Division, address the council’s concerns, and return for the next meeting.

The motion was called, and with a unanimous vote, SEAC was asked to return to the next meeting for further review.

**NEXT MEETING DATE**

In regard to the agreement of meeting on the fourth Wednesday of every month, as had been done the past few months, Hollins expressed that he might have a conflict with that date for next month, as a conference for the Office of Workforce Development will be held that week. Uncertain on whether Hollins would be able to attend, Heier stated that a poll will be sent around to the council members for an alternative date for next month’s meeting, in the case that Hollins will not be able to attend.

**ADJOURN**

**SUBSTANCE OF ALL MATTERS DECIDED:**

1. **Acadiana Plumbers Associated was approved as a Registered Apprenticeship program.**
2. **Social Education and Athletic Club was asked to return to the following meeting for further review, after addressing the following concerns:**
3. Adjust age requirement to 18 years of age
4. Adjust probationary period from 8000 hours to 2000 hours
5. Revise language of Supervision of Apprentices and Ratios
6. Relocate 50 hours of wiring to other area of the Work Process Schedule, or add complementary Related Technical Instruction on the subject
7. **The Apprenticeship Division will provide a report of the direct language, verbatim, of the Section VI of the newly registered programs, reviewing their definition of supervision of apprentices.**
8. **The date for August’s State Apprenticeship Council meeting will be polled if necessary.**