

OREGON STATE APPRENTICESHIP AND TRAINING COUNCIL

June 17, 2010

Informational Meeting Minutes (No Quorum)

Deer Ridge Correctional Institute 3920 E. Ashwood Rd. Madras, Oregon 97741

I. Call to Order

Chair Brad Avakian called the meeting to order at 10:09 a.m. The Chair declared an absence of a quorum. An informational meeting was held with no Council actions taken. All items presented will be added to the record and forwarded for consideration by the Council when it reconvenes to take action.

II. Introductions

Council members:

Brad Avakian, Oregon Labor Commissioner
John Rozell, Trades Employer
Mike McFall, Industrial Employee

Nelda Wilson, Trades Employee
Jason Landon, Trades Employer

Staff members:

Stephen Simms, Director, Apprenticeship and Training Division
Karen Dale, Apprenticeship Operations Manager
Paul Joiner, Apprenticeship Integration Coordinator
Maureen Pointer, Apprenticeship Representative/OSATC Recording Secretary

Apprenticeship Representatives:

Jeff Hauck, Bend
Tony Cracolice, Eugene
Elizabeth Farmer, Eugene

Larry "Will" Williams, Portland
Tamara Boyd, Portland

III. Welcome

Chair Avakian thanked Deer Ridge Correctional Institution (DRCI) for hosting the meeting.

On behalf of Department of Corrections (DOC) Director Max Williams, DOC Deputy Director Mitch Morrow welcomed everyone to DRCI. He thanked the apprenticeship community for their work, noting that apprenticeship programs in correctional institutions make a significant difference for the inmates when released into society.

DRCI Superintendent Joe DeCamp provided a brief overview of the facility.

IV. Approval of Meeting Minutes: March 2010 Council, June 2010 Subcommittees – **NO ACTION TAKEN**

V. Reports – **NO ACTION TAKEN**

A. Rules and Policy Subcommittee

Affirmative Action Task Force (AATF):

Apprenticeship Community Website (www.oregonapprenticeship.org)

The website has been operational for 2 months and will continue to be used as an outreach tool. The team continues to solicit information from the community to keep the website active and up-to-date. An agreement with Oregon Building Congress (OBC) to serve as a fiscal agent will allow the team to solicit and receive funding for website maintenance.

Mentoring Strategies:

Committees were to incorporate at least one mentoring strategy into their Affirmative Action Work Plans by January 1, 2011. The survey to evaluate existing apprenticeship mentoring activities will be completed by August with a report to Council September 2010. Implementation timelines will be reevaluated at that time with a tentative date of March 2011.

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Cultural Competency/Diversity Training:

Cultural competency training was to be incorporated into related training curriculum by June 30, 2010. An extended timeline of January 1, 2011 was requested to ensure that all committees will have access to quality curriculum. The team is negotiating with the Transition to Trainer curriculum provider to hold five training certification sessions throughout the state.

Administrative Rules Revision:

Rules hearings were held in Portland, Eugene and Medford. The public comment period closed on May 31, 2010 and all comments received have been incorporated. The subcommittee recommended adoption of the rules. They will be submitted to the Secretary of State's Office following Council approval and will take effect 22 days thereafter.

29 CFR 29 Amendments:

Statutory changes are required to comply with the 29 CFR 29 amendments. Legislative concepts have been submitted to Legislative Counsel for the next session and additional administrative rule revisions will be needed following legislation. Full compliance is expected by September 2012.

Pre-Apprenticeship Reporting:

The Council previously directed staff to develop pre-apprenticeship compliance guidelines due to concerns regarding program operation and achieved outcomes. As a part of this effort, Worksystems Inc. completed a statistical analysis of pre-apprenticeship graduates in the Portland area to determine where they go after completing their program.

Information regarding gender and ethnicity was reviewed. Although the number of women and ethnic minorities entering apprenticeship programs is good, apprenticeship completion rates for these individuals are not. Substantial differences exist between these pre-apprenticeship programs regarding the number of individuals going on to registered apprenticeship.

Research is needed to determine whether too many individuals are completing pre-apprenticeship programs, or whether the quality of these programs does not meet apprenticeship requirements.

As a first step, the subcommittee recommended requiring pre-apprenticeship programs to enroll all pre-apprentices for tracking purposes beginning January 1, 2011. The second step would be to conduct compliance reviews on all Council-approved pre-apprenticeship programs.

This information would provide feedback to pre-apprenticeship programs so they could turn out individuals better suited to succeed in apprenticeship.

It was noted that some programs offer a variety of programs in addition to pre-apprenticeship and individuals may opt for alternate pathways.

Selection Methods:

The issue was assigned to the Affirmative Action Task Force for review during Phase III; Phase II activities are still in process.

In the interim the division has continued to review selection methods, including the use of high school diplomas and GED certificates as screening tools. The division believes that current minimum qualifications and selection methods are too narrow and are not making significant progress towards meeting EEO goals that ensure that apprenticeship is available to everyone in Oregon regardless of gender and ethnicity.

The Council may want to move more quickly in implementing more objective criteria. This would allow committees the ability to more freely place qualified applicants and eliminate the feeling of being trapped by non-validated ranking systems.

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The division's proposal was summarized:

- Identify objective criteria (such as the WorkKeys Career Readiness Certificate (CRC)) for determining basic ability of an applicant to fulfill the work requirements of an occupation;
- Establish a non-ranked pool of equally competent applicants based upon this assessment:
- Select applicants based upon committee needs, depending upon overall qualifications, desires, competencies and the program's affirmative action goals and timetables;
- Reduce the use of exceptions through preliminary aptitude evaluation and full evaluation of competencies.

With some additional work the division believes decisions and implementation can be made by the end of 2010. Additional information will be provided as it becomes available.

Calculation and Determination of Average Journey Wage (ORS 660.137(6) and 660.142):

A statistical analysis of average journey worker wage disparities within major occupations was discussed at the subcommittee meeting. The division will work with an Oregon Employment Department economist to analyze the widely varying wages within occupations and geographical regions and report back in September 2010.

Multi-State Reciprocal Agreement:

A reciprocity committee meeting was held with Washington in May 2010. A new agreement is being drafted and should be ready for review by both Councils in September 2010.

B. Standards Review Subcommittee

Warm Springs TATC (MA 7012) – Proposed Dissolution Discussion:

USDOL representative: Anne Wetmore, Office of Apprenticeship (OA)

The committee was cited on three occasions to appear before the Council and did not appear. The Council proposed dissolution in December 2009 and a formal notice was mailed in February 2010. The committee requested a formal hearing but failed to appear at that hearing.

The division had been advised that the committee was working with USDOL-OA to register at the federal level. Ms. Wetmore met with the committee and determined they met the requirements for USDOL registration.

A memo from Committee Secretary Corey Clements was read into the record, confirming that the committee has registered with USDOL-OA. The committee would like to maintain a positive working relationship with the division and requested voluntary dissolution effective June 22, 2010.

When it reconvenes to take action, the Council will consider whether to follow the subcommittee's recommendation to involuntarily dissolve the committee and standards, or to voluntarily dissolve the committee and standards as requested by the committee.

Late Submission Request:

1125 Stimson Lumber Company – Clatskanie JATC
Dissolution of Committee and Standards (*Voluntary*)
Industrial Maintenance Millwright

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VI. Consent Agenda (*all items in Section VI. through page 7*) – **NO ACTION TAKEN**

A. Rules and Policy Subcommittee

1. OSATC Task Force Reports
 - a. Affirmative Action Task Force
 - b. Administrative Rules and Policy Task Force
 - i. Administrative Rules Revision
2. Staff Reports
 - a. Compliance
 - b. Update on Use of Revised Registration Agreement
 - c. HB 3652 (Electrical Apprentice Supervision)
 - d. Pre-Apprenticeship Reporting
3. Follow-ups from Previous Council Meetings
 - a. Selection Methods – Update
 - i. Use of Exceptions/Alternating Employer Choice
 - b. Calculation and Determination of Average Journey Wage (ORS 660.137(6) and 660.142)
 - c. DOC Evaluation (Ratio)
4. 29 CFR 29 Amendment – Status Report
5. Multi-State Reciprocal Agreement – Status Report
6. Discussion: Ratio Requirements as Applied to Crews
7. Correspondence
8. Council and Subcommittee Meeting Dates
9. Good of Apprenticeship

B. Standards Review Subcommittee

1. Staff Reports
2. Follow-Up Reports from Previous Council Meetings
 - a. Follow-Ups from Previous Council Meetings
 - 7001 Area VII Inside Electrical JATC (*March 2010*)
Revised Standards
Inside Electrician
 - 8012 Oregon Roofers Guideline JATC
Follow-up Report (Ratio)
Roofer

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- b. Inactive Standards – Rescind Proposed Dissolution
 - 1008 Oregon SW-Washington Mason Trades JATC
 - ❖ Marble Setter (2 active apprentices)
 - 1064 Oregon Cutting Systems Technical JATC
 - ❖ Precision Machinist (new registration pending)
 - c. Inactive Standards - Extension Requested
 - 1008 Oregon SW-Washington Mason Trades JATC
 - ❖ Terrazzo Worker (last apprentice completed 5-29-07)
 - 1124 State DAS Facilities & SEIU 503 JATC
 - ❖ Limited Energy Technician – A (last apprentice completed 5-23-07)
 - 4021 Roseburg TATC
 - ❖ Electrical Motor Repairer (last apprentice terminated 5-15-07)
 - 5005 Rogue Industrial Electrical JATC
 - ❖ Electric Motor Winder (last apprentice terminated 8-22-07)
 - 6011 Blue Mountain TATC
 - ❖ Sign Assembler/Fabricator (last apprentice completed 1-1-08)
 - 7016 Klamath Basic Industrial TATC
 - ❖ Machinist (last apprentice completed 10-20-07)
 - d. Inactive Standards – Dissolution Requested
 - 1193 On Semiconductor Inc Electrical JATC
 - ❖ Instrument & Controls Technician (last apprentice terminated 10-15-07)
 - 2038 Georgia Pacific TAC
 - ❖ Machinist (last apprentice completed 12/13/07)
 - 6008 Ontario TATC
 - ❖ Manufacturing Plant Electrician (last apprentice terminated 12-5-07)
3. Committee Submittals
- a. Minimum Guideline Standards – *none*
 - b. New Standards/New Committees – *none*
 - c. New Standards/Current Committees – *none*

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d. Committees Submittals – Other

- 1008 OR & SW-WA Mason Trades
Revised Standards
- ❖ Bricklayer/Masonry Restoration *Approval Pending Wage Update*
 - ❖ Caulker, Pointer, Cleaner *Approval Pending Wage Update*
 - ❖ Marble Setter *Approval Pending Wage Update*
 - ❖ Terrazzo Worker *Approval Pending Wage Update*
 - ❖ Tile Setter *Approval Pending Wage Update*
- Affirmative Action Goals & Timetables
- ❖ Bricklayer/Masonry Restoration
 - ❖ Caulker, Pointer, Cleaner
 - ❖ Mason Trades Finisher
 - ❖ Tile Setter
- 1043 OR SW-WA NW-CA Metal Trades Pipefitter JATC
Revised Standards
Removal of AA & Selection Procedure Requirements
- ❖ Metal Trades Pipefitter *Approval Pending Wage Update*
- 1065 Oregon-Columbia Masons TATC
Revised Standards
- ❖ Bricklayer/Masonry Restoration
- 1074 Oregon-Columbia Carpenters JATC
Revised Standards
- ❖ Carpenter *Approval Pending Wage Update*
- 1081 Boeing Portland JATC
Revised Standards (with revised occupational title)
- ❖ Electronic Maintenance Technician (prev. Manufacturing Plant Electrician)
- 1099 Limited Energy Electrician JATC
Affirmative Action Goals & Timetables
- ❖ Limited Energy Technician - A
 - ❖ Limited Energy Technician - B
- 1126 Renewable Energy JATC
Affirmative Action Goals & Timetables
- ❖ Limited Renewable Energy Technician
 - ❖ Solar Heating and Cooling System Installer
- 1177 Oregon Test, Adjust, & Balance JATC
Revised Standards
New Affirmative Action Workplan
Affirmative Action Goals & Timetables
- ❖ Testing, Adjusting & Balancing Technician
- 2023 Oregon-Columbia Laborers JATC
Revised Standards
- ❖ Laborer *Approval Pending Wage Update*
- 2035 Knife River Oregon JAC
Revised Standards
- ❖ Light Grading & Paving Operator

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3004 Lane County Industrial Electrical JATC
Revised Standards

- ❖ Limited Maintenance Electrician
- ❖ Manufacturing Plant Electrician

5012 Area V (Rogue Valley) Plumbers JATC
❖ Revised Standards
Plumber

4. Compliance Reviews

1099 Limited Energy Electrician JATC
Program Operations Review (2008-09, substantial compliance)
Affirmative Action Review (2008-09, good faith compliance)
❖ Limited Energy Technician - A
❖ Limited Energy Technician – B

5. Proposed Dissolutions

7012 Warm Springs TATC
Dissolution of Committee & Standards (*Involuntary*)
❖ Carpenter

6. Items Requiring Council Ratification

a. Administrative Conversions/Revisions

1015 Oregon & SW-WA Cement Masons JATC
Administrative Revision (remove continuous opening) Effective 07.01.10
❖ Cement Mason

1058 Oregon Laborers JATC
Administrative Revision (Veterans Exception 12) Effective 11.01.08
Administrative Revision (Ratio Clarification) Effective 04.27.10
❖ Laborer

b. Administrative Corrections – *none*

VII. Council Action Needed – **NO ACTION TAKEN**

1125 Stimson Lumber Company – Clatskanie JATC (*Late Submission*)
Dissolution of Committee and Standards (*Voluntary*)
Industrial Maintenance Millwright

VIII. Items Requiring No Council Action – *none*

IX. Meritorious Service Awards – *attached* – **NO ACTION TAKEN**

X. Certificate of Appreciation – *none*

XI. New Committee Members – *attached* – **NO ACTION TAKEN**

XII. Honorary Completion – **NO ACTION TAKEN**

Joshua J. Halberg - # 868647 – 2nd term
MA 1046 - Area I Inside Electrical JATC

Frederick Brehony II - # 840092 – 4th term
MA 1080 – Area I HVAC JATC

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XIII. Policy and Staff Briefing

A. General Council

A strategic planning meeting should be convened during the 2010 summer months for Council to discuss:

- o Potential changes to division staffing due to the next biennium's budget;
- o How to handle "no quorum" meetings;
- o How to realign the Council due to the recession.

B. OSATC Member Reports - *none*

C. Commissioner's Report - *none*

D. Director's Report - *none*

XIV. Reports

A. Washington State Apprenticeship and Training Council

Melinda Nichols, Apprenticeship Program Manager

Ms. Nichols was recently appointed to her current position. She was previously a WSATC member for 22 years, has been a journey level carpenter since 1976 and has been involved in pre-apprenticeship and supervision of apprentices and trainees for approximately 35 years. She is looking forward to exchanging ideas regarding EEO analysis, pre-apprenticeship, sustainability curriculum, and sharing best practices between Oregon and Washington.

Ed Madden, WA Apprenticeship Consultant, returned to work part-time in June 2010 and will be returning full-time in July.

B. USDOL Office of Apprenticeship (OA) – *Anne Wetmore, State Director*

Pre-Apprenticeship:

USDOL-OA is also looking at certifying pre-apprenticeship programs and/or curriculum and additional information when it is available. Ms. Wetmore shared her pre-apprenticeship experience as a single mom and noted the importance of considering all factors in program evaluation.

Pacific Northwest Apprenticeship Education Conference - Tacoma, Washington:

Ms. Wetmore thanked everyone who attended the conference and acknowledged Mr. Simms and Mr. Joiner for their hard work. She suggested that Oregon consider hosting the next conference.

29 CFR 29:

As of several months ago, some states had not begun the process of implementing the new federal rules. Ms. Wetmore will query other states to see where they are in the process and what they are doing, and report back to Mr. Simms.

Mr. Simms noted that the most difficult part for Oregon will be the move away from a regulatory council and leaving the agency responsible for federal purposes. Ms. Wetmore responded that the OSATC can still be regulatory, but the agency will be held accountable if a decision is made that goes against the CFR.

C. Oregon Building Codes Division - *none*

D. Coordinators Group – *none*

XV. Correspondence - *All correspondence attached to submissions in Council packets.*

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XVI. Council and Subcommittee Meeting Dates

Rules & Policy Subcommittee [September 1, 2010](#) at 9:30 am, [PCC, Cascade Campus](#)
Standards Review Subcommittee [September 1, 2010](#) at 1:00 pm, [PCC, Cascade Campus](#)
Council [September 16, 2010](#) at 10:00 am, [Crater Lake Electrical TC, Central Point](#)

Public notice will be sent when a date is set for taking action on items included in the June 2010 agenda.

XVII. Good of Apprenticeship

Tiffany Kriesel, Northwest College of Construction: The Lane County Construction and Utility Career Day will be held on October 20, 2010 at Lane County Fairgrounds. They are seeking participation from the apprenticeship community as well as sponsors for the event.

John Steffens, Pacific Northwest Carpenters Institute (PNCI): MAGIC (Mentoring a Girl in Construction) Camp from NAWIC (National Association for Women in Construction) Chapter #54 will be held on July 19-23. Training will take place at PNCI, the NECA-IBEW Training Center, the Sheet Metal Institute, and the Northwest College of Construction. The apprenticeship community, ATD staff, Council members and the public are invited.

Steve Bella, Oregon Community Colleges and Workforce Development Overview of the Career Readiness Certificate program:

- i CRC 101 – basic elements which are based on a WorkKeys assessment tool developed by ACT
 - o Profiling Process
 - o Training (Worldwide Interactive Network (WIN))
 - o WorkKeys Assessment Test (based on 3 core career skills)
 - Applied Math
 - Locating Information
 - Reading for Information
- i Implementation
 - o State funding available for pilot programs
 - o Direct funding provided for early implementation
 - o Communication outreach
- i Availability
 - o Community Colleges
 - o One Stop Systems
 - o Public Libraries (in process)

The program is EEO compliant and can be used in various ways such as pre-screening/entrance or post-program/exit.

Furlough Day: Oregon State offices will be closed Friday, June 18 due to statewide budget cuts.

XVIII. Adjournment

The meeting was adjourned at 11:50 a.m.

After the meeting adjourned Gary Thomson, DRCI gave a PowerPoint presentation about the institution and conducted tours of the facilities.

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MERITORIOUS SERVICE AWARD:

<u>MA</u>	<u>COMMITTEE NAME</u>	<u>MEMBER NAME</u>	<u>YEARS</u>
1004	NECA-IBEW ELECTRICAL JATC	GENE HEIL	24
1004	NECA-IBEW ELECTRICAL JATC	KEN FRY	19
1017	OR SW-WA GLAZR ARCH METL GLASS WRKR JATC	CRIS BAUGHER	6
1028	PORTLAND SHEET METAL WORKER JATC	TOM GOODHUE	9
4007	DOUGLAS/COOS/CURRY INDUSTRIAL TATC	ROBERT REANEY	6
1074	OREGON/COLUMBIA CARPENTERS JATC	WAYNE BUCK	4
1017	OR SW-WA GLAZR ARCH METL GLASS WRKR JATC	CRAIG FEELEY	4
4016	AREA IV INSIDE ELECTRICAL JATC	SHAWN KELLIM	8
1065	OREGON COLUMBIA MASONS TATC	JIM NUGENT	5

NEW COMMITTEE MEMBERS:

<u>MA</u>	<u>POS</u>	<u>P/A</u>	<u>E/R</u>	<u>COMMITTEE NAME</u>	<u>MEMBER NAME</u>
1017	S	P	E	OR SW-WA GLAZR ARCH METL GLASS WRKR JATC	JERRY FISHER
1017	M	P	E	OR SW-WA GLAZR ARCH METL GLASS WRKR JATC	TONY AQUILLA
1017	M	A	E	OR SW-WA GLAZR ARCH METL GLASS WRKR JATC	MARK LUNDEEN
1023	M	P	R	PORTLAND OUTSIDE ELECTRICAL WORKERS TATC	JACQUELINE CARTER
1039	M	A	E	CITY OF PORTLAND TAC	ROB MATINEAU
1043	M	P	E	OR SW-WA NW-CA MTL TRDS PIPEFITTERS JATC	LOU CHRISTIAN
1043	S	P	E	OR SW-WA NW-CA MTL TRDS PIPEFITTERS JATC	JOHN ENDICOTT
1043	M	P	R	OR SW-WA NW-CA MTL TRDS PIPEFITTERS JATC	KIRK HAMAL
1043	M	P	R	OR SW-WA NW-CA MTL TRDS PIPEFITTERS JATC	STEVE LENNON
1043	M	P	E	OR SW-WA NW-CA MTL TRDS PIPEFITTERS JATC	HERMAN STONEBRAKER
1043	C	P	R	OR SW-WA NW-CA MTL TRDS PIPEFITTERS JATC	FRANK WALL
1047	M	P	R	OR SW-WASHINGTON ELEVATOR INDUSTRY JATC	TODD JOHNSON
1050	M	P	E	GREATER PDX ROOFERS & WATERPROOFERS JATC	DARELL HOPKINS SR
1057	M	P	R	OREGON SW WASHINGTON CARPENTERS JATC	KEVIN JOECKEL
1065	M	P	R	OREGON COLUMBIA MASONS TATC	RICHARD KRAFT
1065	M	P	E	OREGON COLUMBIA MASONS TATC	JIM OLSON
1074	M	A	R	OREGON/COLUMBIA CARPENTERS JATC	NICK BENELLI
1078	M	A	R	TRI MET RAIL MAINT/VEHI/MECH/TECH JATC	STEVE LIDDLE
1081	M	A	R	BOEING PORTLAND JATC	DAVID RAY
1133	M	P	R	CLATSKANIE PUD JATC	KERRY KALLUNKI
1133	M	A	E	CLATSKANIE PUD JATC	DARIN WELTER
1280	M	P	E	OR COLUMBIA TILE TRADES JATC	BOB CAMPBELL
2015	M	P	E	AREA II PLUMBERS JATC	ROMAN BOYECHKO
2016	M	P	E	AREA II INSIDE ELECTRICAL JATC	ANDY COVERDALE
2016	M	P	E	AREA II INSIDE ELECTRICAL JATC	TIMOTHY BENNETT
2035	M	P	E	KNIFE RIVER OREGON JAC	ASHLEY WITTWER
2035	M	P	E	KNIFE RIVER OREGON JAC	ROBERT CLAYBORNE
3007	M	P	E	EUGENE/SPRINGFIELD UTILITIES JATC	KRIS MYERS
3007	M	P	R	EUGENE/SPRINGFIELD UTILITIES JATC	DOUG STOCKDALE
3015	M	A	E	AREA III PLUMBERS JATC	ADAM CAFFEY
3027	M	P	E	CITY OF SPRINGFIELD MAINTENANCE JATC	KLOHN RICK
4005	M	P	E	COOS-CURRY ELECTRIC COOPERATIVE INC JAC	JASON SHERMAN
5012	M	A	R	AREA V (ROGUE VALLEY) PLUMBERS JATC	JIM EAGAR
7025	S	P	E	BRIGHT WOOD CORP IND ELECTRICAL JATC	JEFF NIEMELA