I. CALL TO ORDER

The meeting was called to order at 9:45 A.M.

II. WELCOME AND INTRODUCTIONS

Council Members: Aida Aranda Trades Employee
Laura Benedict Trades Employee
Judy Betts Trades Employer
Patrick Davis Public Member
John Gardner Public Member
Kyle Popma Industrial Employer
Jeff Schmidt Trades Employer

Apprenticeship and Training Division Staff
Stephen Simms Director
Jessica Ponaman Apprenticeship Operations Manager
Rachelle Herbert OSATC Coordinator

Apprenticeship Representatives: Tamara Boyd, Portland
John Kersey, Portland
Sandra Rodriguez, Portland
Amber Stanford, Portland

Jeff Hauck, Bend
Stephanie Tunelli, Eugene
Roseanna Ayres, Medford

Chair Betts introduced the Subcommittee members. Operations Manager Ponaman introduced Division staff and announced the permanent hiring of Amber Stanford and Sandra Rodriguez as Apprenticeship Representatives, who had been working out-of-class in the positions.

III. CORRESPONDENCE

Attached to the relevant submissions.

IV. STAFF REPORTS

A. Division Management Reports

Based on recent reports, it is anticipated that the number of registered apprentices will exceed 10,000 by the end of 2018 or early 2019.

B. Committee Status

1. Overdue Wages

MA 1117, Cascade Tissue JATC has been notified that they will be cited to appear before the March, 2019 subcommittee if a wage update is not submitted to the Division by January 15, 2019.
MA 4016, Area IV Inside Electrical JATC was listed on the committee status report but after the agenda was published the Division received their wage update. All other committees listed are only one month overdue for a wage updates and the Division anticipates their timely compliance.

2. Inactive Standards

Three standards are pending dissolution next quarter due to inactivity. The committees have been notified by the Division of the need to voluntarily deactivate the standards or register an apprentice to the standards immediately.

3. Administrative Completions

There are four proposed apprentice administrative completions without benefit of a license on the agenda. One apprentice, Michael Adamson (MA 1229) has been completed without benefit since distribution of the agenda.

C. Compliance and Investigations

The Division is on track with Compliance Reviews and has initiated 76 to date this year as compared to 46 the previous year.

The Division currently has four active investigations. In addition, one investigation has been closed and with the appeals period pending.

D. Minimum Guideline Committees Status Reports

Minimum Guideline Committees are formed when a trade is represented by more than one committee.

1. Sheet Metal State Guideline Committee

The committee discussion included clarifying the algebra requirement for the trade, which has been inconsistent across standards. The Division will continue to facilitate discussions with the Oregon Department of Education and statewide minimum guideline committees who request clarification on math requirements and curriculum to determine an appropriate math or algebra requirement. In addition, the committee discussed changing ratios to 1:1 across the board. There were multiple motions made, but none carried. The Division anticipates reports from this minimum guideline committee on the next council agenda.

Speakers: Tamara Boyd, Apprenticeship Representative
Sandra Rodriguez, Apprenticeship Representative

2. HVAC/R State Guideline Committee

The committee discussed changing ratios and a motion passed to adopt a 1:1, 1:1 apprentice to journey worker ratio.

Speaker: Amber Stanford, Apprenticeship Representative

3. Industrial Electrical State Guideline Committee

The committee discussed changes to the voltage requirements and implementing an inverted ratio. A representative from the Oregon Department of Education attended the meeting to discuss possible pathways to developing programs with high school Career and Technical Education program. The committee passed three motions that would revise the state guideline standard. Prior to those revisions being taken under consideration by the Apprenticeship Council, approval of the standards revisions from the Building Codes Division (BCD), Electrical Board is needed pursuant to administrative rule. If the BCD approves the revised standard, it will be on the agenda for the 2019 first quarter Council meeting March 21, 2019 (Council meeting dates pending ratification).

Speaker: Jessica Ponaman, Operations Manager
4. Drywall Finisher State Guideline Committee

The committee will meet January, 2019.

V. FOLLOW UP REPORTS FROM PREVIOUS COUNCIL MEETINGS

A. Status Report on Women in Apprenticeship Task Force

The Division is anticipating a January 2019 initial meeting date once essential information is compiled and key interested parties identified.

B. Status Report on Title 29 CFR Part 30 Implementation

Draft rules are under internal review by BOLI’s Civil Rights Division. The Division plans to keep its rules consistent to Oregon Title VII and will offer free training to committees to help them come into compliance with the new rules. Committees have two years to come into full compliance.

VI. PROPOSED ADMINISTRATIVE COMPLETIONS WITHOUT BENEFIT OF A LICENSE

(Program representative required to attend subcommittee)

<table>
<thead>
<tr>
<th>Program</th>
<th>Name</th>
<th>Date</th>
<th>Test Result</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1129 SAPA JATC</td>
<td>Stroup, Justin N #986801</td>
<td>October 18, 2017</td>
<td>Passed</td>
<td>Committee Attendance Required</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1129 SAPA JATC</td>
<td>Wren, Barry A #1010158</td>
<td>November 21, 2018</td>
<td>Test expected within two weeks</td>
<td></td>
</tr>
</tbody>
</table>

The committee reported that Justin Stroup retested and has passed the exam and obtained an LME license. Minutes recording the actions have been submitted to the Division. No action is required of the Council.

Speaker: Rick Gale, Chair MA 1129

M/S/C by unanimous voice vote to recommend moving the administrative completion decision regarding Barry Wren to the December 20, 2018 Council meeting pending receipt of his test results.

<table>
<thead>
<tr>
<th>Program</th>
<th>Name</th>
<th>Date</th>
<th>Test Result</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>1229 OR SW-WA IUOE #701 STNRY ENGINEER JATC</td>
<td>Adamson, Michael A #967386</td>
<td>August 22, 2017</td>
<td>Completed</td>
<td>Committee Attendance Required</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>2016 AREA II INSIDE ELECTRICAL JATC</td>
<td>Santos, Jose #972251</td>
<td>August 22, 2017</td>
<td>Completed without benefit of license</td>
<td>Committee Attendance Required</td>
</tr>
</tbody>
</table>

The committee reported that Jose Santos was completed without benefit of license the previous week. No action is required by the Council.

Speaker: Cindy Regier, MA 2016
VII. DISCUSSION ITEMS

A. Pre-Apprenticeship Program Update

On December 10, 2018, a planning meeting will be held with all OSATC approved pre-apprenticeship training partners to prepare for a larger discussion between pre-apprenticeship and registered apprenticeship programs. This meeting was convened in collaboration with Worksystems Inc. and the Division as a joint effort to facilitate ongoing discussions with registered apprenticeship and pre-apprenticeship program partners. The next pre-apprenticeship meeting will be held January 4, 2019 and will focus on developing the process for pre-apprenticeship program reviews. Reviews will focus on recruitment. (Note: after the December 10, 2018 planning meeting, it was decided that the next quarterly meeting would be postponed to February 2019 to ensure optimal attendance and participation from all of our program partners.)

VIII. COUNCIL AND SUBCOMMITTEE MEETING DATES

A. 2019 OSATC Meeting Dates Proposed

The following dates are proposed for 2019 OSATC Council and Subcommittee meetings.

<table>
<thead>
<tr>
<th>2019 At-A-Glance</th>
<th>Q1</th>
<th>Q2</th>
<th>Q3</th>
<th>Q4</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cut-off</td>
<td>Feb 4</td>
<td>May 6</td>
<td>Aug 5</td>
<td>Nov 4</td>
</tr>
<tr>
<td>Subcommittee</td>
<td>Mar 6</td>
<td>Jun 5</td>
<td>Sep 4</td>
<td>Dec 4</td>
</tr>
<tr>
<td>Council</td>
<td>Mar 21</td>
<td>Jun 20</td>
<td>Sep 19</td>
<td>Dec 19</td>
</tr>
</tbody>
</table>

B. 2018 Q4 UPDATED LOCATIONS

Standards Review Subcommittee  AWAY LOCATION
November 28, 2018, 1:00 P.M.
Northwest College of Construction (NWCOC) – 8111 NE Holman St, Portland OR 97218

Council PSOB
December 20, 2018, 10:00 A.M.
Portland State Office Building – 800 NE Oregon St, Room 1A, Portland OR 97232

C. 2019 Q1 PENDING RATIFICATION

Rules & Policies Subcommittee
March 6, 2019, 9:30 A.M.
Portland State Office Building – 800 NE Oregon St, Room 1D, Portland OR 97232

Standards Review Subcommittee
March 6, 2019, 1:00 P.M.
Portland State Office Building – 800 NE Oregon St, Room 1D, Portland OR 97232

Council
March 21, 2019, 10:00 A.M.
AWAY LOCATION PENDING

IX. GOOD OF APPRENTICESHIP

Cindy Regier reported that her program hosted approximately 200 high school students at an event where the students had an opportunity to assemble a motor control project.
Chair Betts reported that the Construction Utilities Career Day in Eugene on September 27, 2018 was a great success. The event is held every two years and this year had more student and industry participation than ever before. Director Simms was a keynote speaker at the event.

Director Simms polled the subcommittee members as to whether they would like to change from using paper-based binders to electronic tablets to view meeting materials. The response was positive and the Division hopes to implement an electronic system for Council members by June 2019.

X. ADJOURNMENT
The meeting was adjourned at 10:38 A.M.