I. Call to Order

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

II. Welcome and Introductions

Council Members:  
Aida Aranda  
Laura Benedict (via phone)  
Patrick Davis  
John Gardner  
Kyle Popma  
Jeff Schmidt  

Patrick Davis, Acting Chair

Apprenticeship and Training Division  
Stephen Simms  
Jessica Ponaman  
Rachelle Herbert  

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

Roseanna Ayres, Medford  
Loren Burnham, Salem  
Jeff Hauck, Bend  
Stephanie Tunelli, Eugene  

Chair Davis introduced the Subcommittee members. Director Simms introduced Division staff and announced the April 30, 2019 retirement of Apprenticeship Representative, Tamara Boyd. Operations Manager Ponaman announced the Division’s creation of a new two-person Compliance Review Unit as an effort to increase uniformity in compliance decisions. Apprenticeship Representative Loren Burnham has been selected as the first Compliance Officer for the new unit. Job announcements have been posted for the Apprenticeship Representative and second Compliance Officer positions.

III. Correspondence

Attached to the relevant submissions.

IV. Staff Reports

a. Division Management Report

Director Simms provided the subcommittee members with an overview of the Division Management Reports. A seasonal drop in activity has reduced the number of registered apprentices and registrations are anticipated to increase as seasonal construction activity increases.
b. Committee Status Report

Operations Manager Ponaman provided the subcommittee members with an overview of the Committee Status Report. The Division has contacted every program with an overdue program with an overdue wage or with an apprentice overdue for completion. In addition, two programs were notified regarding inactive standards as they have not had an apprentice registered to the standards within the last year. Three of the apprentices on the agenda for proposed completion without benefit of a license were completed before the Rules and Policy subcommittee meeting.

V. Compliance and Investigation

a. Full House Electric Update (MA 1046)

The Building Codes Division referred a potential non-compliance issue to ATD. The JATC investigated and withdrew the subject employer’s training agent status. Upon request for review from the employer, the Division did not find sufficient evidence to recommend overturning the JATC’s decision to place Full House Electric on disciplinary probation. The Division received written correspondence dated February 15, 2019 from Full House Electric with a request to appeal the JATC’s and Division’s findings. The matter will be on the second quarter Council agenda.

b. Kerr Investigation Update (MA 2023)

The Division received a complaint alleging supervision and ratio violations by Kerr Contractors and is reviewing payroll records and documentation from the committee to determine whether they operated in a manner that is consistent with state and federal laws, as well as program standards. A finding and recommendation has not been issued by the Division to date; the Division will provide the Council with updates accordingly.

c. Gowdy Brothers Appeal (MA 7001)

The Division was notified of potential ratio and supervision violations by Gowdy Brothers through an Electrical and Elevator Board Enforcement Report dated July 26, 2018. The committee chose to issue a one-year probationary termination to Gowdy Brothers Electric. The Division issued its recommendations and findings on November 21, 2018 and found inadequate evidence to overturn the decision of the JATC.

d. Mondelez Update (MA 1229)

The Division received a complaint dated August 13, 2018 alleging supervision violations by training agent Mondelez International. The Division issued its findings January 23, 2019. The Division did not find adequate evidence to conclude that Mondelez failed to provide adequate supervision of the apprentice and recommended that the JATC take steps to fully implement the procedures and policies set forth in its Policy Manual regarding apprentice supervision to ensure proper supervision.

VI. Proposed Administrative Completions without Benefit of a License

M/S/C by unanimous voice vote to recommend extending the deadline for completion without benefit of a license to May 6, 2019 for Nicholas Alfaro, #981664 (MA 4011).

Speaker: Tracy Placido, Administrator, MA 4011 (via phone)
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Removed from agenda. Completed without benefit of a license February 20, 2019.


VII. Discussion Items

a. Minimum Guideline Committees

i. LME/MPE Minimum Guideline Committee and Memo (MA 8001)

The Division convened the minimum guideline committee for LMEs and MPEs in order to connect with industry and address the statewide shortage for LMEs and MPEs. The committee met twice and discussed revising their standards. The next meeting for LMEs/MPEs is scheduled for May 20, 2019, 10:00 a.m. at Chemeketa Community College.

Speaker: Roseanna Ayres, Apprenticeship Representative

ii. Sheet Metal Minimum Guideline Committee and Minority/Majority Reports (MA 8004)

The committee met November 11, 2018 with a majority of members voting to reduce the ratio of apprentices to journey workers to 1:1 for all Sheet Metal apprentices and reduce the total required related training hours from 189 to 144 hours, the minimum recommended pursuant to OAR 839-011-0088(1)(b). In addition, there was a proposal to remove the 126 hours of related training in the probationary period to be consistent with Council practice. Representatives of the majority and minority reports were present. This item also appeared on the Standards Review Subcommittee agenda.

Speakers: Tamara Boyd, Apprenticeship Representative

iii. Drywall Finisher Minimum State Guideline Committee Update

There are two drywall committees operating in the state that propose a new minimum guideline standard for the trade. It was decided to use a 6000-hour, rather than 4000-hour, model for OJT based on the committee with the older standard.

Speaker: Loren Burnham, Apprenticeship Representative
b. Apprentice Registration Agreement Revision

Proposed revisions to the Apprentice Registration Agreement form were presented and discussed. Several suggestions were made by committee members. Specific changes include: that a ‘non-binary’ category be added as a gender option; a ‘voluntary’ disclosure option for disability be added; and the PRISM reporting waiver language be updated, based on legal advice from the Department of Justice.

Speakers: Cindy Regier, Administrator, IEC
Sarah Brady, Administrator, ABC
Rod Belisle, Training Coordinator, NECA-IBEW
Kristan Lewis, Administrator, Protective Signaling JATC (MA 1100)
Eva Sizelove, Administrator, IEC
Katrina Cloud, Administrator, NWOC


c. Pre-Apprentice Participant Agreement and Program Review Template

An overview of the new pre-apprenticeship agreement and program review template was provided. The Division will begin collecting demographic information, including pre-apprentice sex, race, ethnicity and veteran status and intends to include pre-apprentice information in reporting to the Oregon Performance Reporting Information System (PRISM).

d. Briefing Council on Pre-Apprenticeship Training Partner Quarterly meeting

A meeting, co-hosted with Worksystems, Inc., was held February 26, 2019 with the purpose of bringing pre-apprenticeship program partners together with representatives from registered apprenticeship programs to discuss improving recruitment into registered apprenticeship programs.

VIII. Council and Subcommittee Meeting Dates

See meeting dates, page 6.

IX. Good of Apprenticeship

There was discussion regarding the definition of supervision. It was requested that the definition of supervision be clarified as is noted in WALNI regulations. The issue of ratio was also brought up, in relation to increasing functions being performed on computers. Currently it is not always clear to committees and training agents and clarity might reduce the number of investigations.

The Division will pursue a clear definition of supervision to present at the second quarter subcommittee, June 5, 2019.

Speakers: Rod Belisle, Training Coordinator, NECA-IBEW
Cindy Regier, Administrator, IEC

Director Simms noted that the Division is developing a cultural competency curriculum and that the first focus group met March 5, 2019, resulting in some very good feedback.

Director Simms provided a brief overview of the bills before the current legislature that may impact apprenticeship: two bills generate a tax refund to employers that hire apprentices and require the
apprentice to attend community college; another would require Building Codes to eliminate the GED requirement for licensing.

It was noted that the NECA-IBEW Training Center will be hosting the March 8, 2019 State Workforce and Talent Board meeting.

Chair Davis reported on an Eastern Oregon event, which is part of a Workforce Board project in cooperation with the Idaho AGC, the University of Idaho and Home Depot. The event, held in a Home Depot parking lot, allowed aspiring apprentice applicants to demonstrate their skills by building storage sheds. The sheds were then donated to veterans.

X. Adjournment

The meeting was adjourned at 11:30 a.m.
### COUNCIL MEETING DATES

*Unless noted otherwise All Rules & Policies and Standards Review subcommittee meetings held at: Portland State Office Building (PSOB) - 800 NE Oregon St, Portland, OR 97232 – 971-673-0760

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