



PRE-APPRENTICESHIP PROVIDER AGREEMENT

Oregon Youth Authority Pre-Apprenticeship Program

PMA#	1009	Term (hours):	Minimum of 72.5
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APPROVED BY THE
Oregon State Apprenticeship and Training Council
REGISTERED WITH THE
Apprenticeship and Training Division
Oregon State Bureau Labor and Industries
800 NE Oregon Street
Portland, Oregon 97232

APPROVAL:

January 5, 2017

Initial Approval Date

By:

VAL HOYLE

Chair of Council

December 30, 2019

Last Date Revised

By:

STEPHEN SIMMS

Secretary of Council

PRE-APPRENTICESHIP PROVIDER AGREEMENT

Pre-apprenticeship is a program designed to prepare under-represented, disadvantaged or low skilled individuals to enter and succeed in a registered apprenticeship program. Approved pre-apprenticeship programs must have a documented partnership with at least one, if not more, registered apprenticeship committees. The Oregon State Apprenticeship and Training Council (OSATC) has the authority to approve pre-apprenticeship training programs (PATP) for the purposes of serving the best interest of registered apprenticeship. In order to be used by a registered apprenticeship committee as a direct entry or preferred applicant source, a pre-apprenticeship program must be approved by the Council.

This Provider Agreement is in conformity with and is to be used in conjunction, as applicable, with the Apprenticeship Rules, Chapter 839-011-0335 OAR (Oregon Administrative Rules); Apprenticeship and Training Statutes, Chapter 660 ORS (Oregon Revised Statute); The National Apprenticeship Act, 29 U.S.C. (United States Code) 50; Apprenticeship Programs, Title 29 Part 29 CFR (Code of Federal Regulations); and Equal Employment Opportunity in Apprenticeship and Training, Title 29 Part 30 CFR which collectively govern the employment and training in apprenticeable occupations, as applicable. If approved by the council, such amendment(s) or changes as adopted by the council shall be binding to all parties on the first day of the month following such approval. PATP shall notify pre-apprenticeship participants and registered apprenticeship committees with whom the PATP facilitated entry or formalized agreements of changes as they are adopted by the Council. If and when any part of this Provider Agreement becomes illegal, as it pertains to federal and/or state law, that part and that part alone will become inoperative and null and void, and the Bureau of Labor and Industries (BOLI) may recommend language that will conform to applicable law for adoption by the OSATC. The remainder of the Provider Agreement will remain in full force and effect.

The following are requirements for administering a pre-apprenticeship program. These provisions are to be used in conjunction with OAR 839-011-0335:

1. The program must incorporate Council approved training and curriculum based on industry standards.
2. The program must specify recruitment strategies focused on outreach to under-represented populations
3. The program must provide assistance in exposing participants to registered apprenticeship programs and provide direct assistance to participants applying to those programs.
4. Pre-apprenticeship programs agree to provide the Council with a list of program graduates at least once every six months indicating the names, addresses and other identifying information for program completers on a form designated by the Division.

PROVIDER AGREEMENT ADDENDUM

Sections of the standard inside of a *border* are specific to the individual Provider Agreement and may be modified by the sponsor by submitting a revised Provider Agreement for approval by the Oregon State Apprenticeship and Training Council. All other sections of the Provider Agreement are boilerplate and may only be modified by the Council.

I. POPULATION SERVED:

OAR 839-011-0335 specifies that pre-apprenticeship programs prepare under-represented, disadvantaged, or low-skill individuals to enter and succeed in a registered apprenticeship program. Please provide a brief statement describing how your program's mission aligns with this purpose:

Youth experiencing incarceration.

II. OBJECTIVES, OUTCOMES, PARTICIPANT COMPETENCIES and BENCHMARKS

OAR 839-011-0335(2)(c) states that pre-apprenticeship programs will provide the objectives, outcomes, and participant competencies upon completion and the benchmarks for success.

Objectives: Youth with shorter sentences will leave facility with NCCER Core Curriculum Certificate. Youth with longer sentences have potential for additional NCCER Certificates in carpentry and welding depending on facility.

Outcomes: Youth receive NCCER Core Curriculum Certificate. Depending on facility and sentence youth may also achieve additional NCCER certifications; college welding credits; classes in work ethics; and gain basic construction knowledge of tools, safety, and blueprint reading.

Competencies: Construction Safety; Hand & Power Tools; Construction Math and Layout; Communication Skills; Employability Skills; Material Handling; Trade Specific Skills (i.e. carpentry, welding, etc).

Benchmarks: Demonstrated knowledge through testing and instructor evaluation at the end of each training and shop module.

III. PRE-APPRENTICESHIP HANDS-ON TRAINING AND PROCESSES:

OAR 839-011-0335(1)(d) specifies that Pre-Apprenticeship Programs provide hands-on training to individuals in a simulated lab experience or through volunteer opportunities, when possible, neither of which supplants a paid employee but accurately simulates the industry and occupational conditions of the partnering registered apprenticeship sponsor(s) while observing proper supervision and safety protocols.

Pre-apprenticeship hands on training shall be **minimum 40** hours.

Below is a condensed schedule of hands-on experience that pre-apprenticeship participants will be offered as conditions will permit.

Hands-on Processes	Approximate hours
Construction Safety	10
Hand Tools	8.5
Power Tools	8.5
Construction Drawings	8
Material Handling	5
Additional training in welding depending on facility program (Rogue Valley, Maclaren, Oak Creek)	Varies

Approximate total hours of hands-on training **40+**.

IV. ACADEMIC STUDY:

Pre-apprenticeship programs shall provide the Council with an overview of the academic and manipulative portions of the program, including: individual course descriptions, class hours and measurement tool(s) used to determine successful completion of classes. (See OAR 839-011-0335(2)(d))

The following is a summary of academic instruction including required class hours in each element of instruction.

Course or Subject	Approximate Hours
NCCER Core Curriculum Module 1 – Basic Construction Site Safety Orientation	12.5
NCCER Core Curriculum Module 2 – Intro to Construction Math	10
NCCER Core Curriculum Module 3 – Intro to Hand Tools	10
NCCER Core Curriculum Module 4 – Intro to Power Tools	10
NCCER Core Curriculum Module 5 – Intro to Construction Drawings	10
NCCER Core Curriculum Module 6 – Basic Communication Skills	7.5
NCCER Core Curriculum Module 7 – Basic Employability Skills	7.5
NCCER Core Curriculum Module 8 – Intro to Material Handling	5

V. REGISTERED APPRENTICESHIP PARTNERSHIP:

Pre-apprenticeship programs shall provide a letter of approval from one or more registered

apprenticeship committees stating that the pre-apprenticeship program will prepare individuals with the skills and competencies needed to meet the minimum entry requirements of the program and that upon completions, completing pre-apprentices will meet the minimum entry requirements, gain consideration, and are prepared for success in the program as a preferred applicant source. (OAR 839-011-0335(1)(f))

Pre-apprenticeship programs shall provide facilitated entry or articulation with one or more registered apprenticeship programs and, where possible, have a formalized agreement with a registered apprenticeship program that enables individuals that have successfully completed the pre-apprenticeship program to enter directly into a registered apprenticeship program or be granted advanced credit/placement for competencies already acquired.

Below is a summary of the conditions of the registered apprenticeship partnership. Include the name of the committee(s), Master Agreement Number (MA #), describe the nature of the agreement:

Registered Apprenticeship Program	MA#	Description of Agreement
OR & SW WA Sprinkler Fitters JATC	1077	Preferred applicant status
Area I HVAC JATC	1080	Preferred applicant status
Oregon Test, Adjust & Balance JATC	1177	Preferred applicant status
Sheet Metal JATC	1277	Preferred applicant status
OR Columbia Tile Trades JATC	1280	Preferred applicant status

VI. COUNCIL RIGHT TO REVOKE:

Upon due notice and a reasonable opportunity to show cause, the council may revoke pre-apprenticeship program approval should it find that the program is not serving the intended purposes of the program in the best interest of registered apprenticeship.

IX. PRE-APPRENTICESHIP PROGRAM ADMINISTRATOR/COORDINATOR/MANAGER:

The program may designate an individual as the Administrator/Coordinator/Manager for the purposes of streamlining communication between the Council, the Division, registered apprenticeship programs, and the pre-apprenticeship program.

Tracie Hightower
 Tracie.hightower@oya.state.or.us

VII. STATEMENT OF ASSURANCES:

By the signature, which appears below, the Provider certifies the following:

- Substantial changes in the program will be reported, in writing, to the Oregon State Apprenticeship and Training Council.
- The Provider understands that certification is an acknowledgement that the program:
 1. Meets the quality standards described in OAR 839-011-0335 Oregon Pre-Apprenticeship

Programs, and

2. Has a partnership with at least one Registered Apprenticeship program via letter of intent or Memorandum of Understanding, and
3. Prepares the trainee with skills and competencies necessary to enter one or more apprenticeship programs.

Authorized Provider Signature:

Tracie Hightower

Date:

1/29/2020

Printed Name and Title:

Tracie Hightower Education Coordinator