



PRE-APPRENTICESHIP PROVIDER AGREEMENT

Lane PACT

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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:

June 20, 2019

Initial Approval Date

By: VAL HOYLE
Chair of Council

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:

Underrepresented and underserved youth including partnerships with programs that provide services to AI/AN, Latinx, African American, and migrant youth in Lane County.

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: A workforce and education program that specifically addresses the need for skilled employees in the construction and building trades in Lane County. This program will prepares students with the foundational skills to be qualified/competitive applicants for a registered apprenticeship or begin employment in the skilled trades, with a goal of preparing students for a wide range of careers with the academic and technical skills, as well as understanding of their options to succeed in their future goals.

Outcomes: Students will have: a minimum of four (4) Lane Community College Trade Skills Fundamentals credits, one year of high school Construction Technology (or equivalent); an Algebra course with a grade of C or better; Portfolio Plan; resume.

- Competencies:
- 1. Understand application and selection procedures for registered apprenticeship programs;
 - 2. Workplace safety and PPE;
 - 3. Trades math;
 - 4. Hand and power tool safety;
 - 5. Basic blueprint reading;
 - 6. Basic rigging;
 - 7. Material handling;
 - 8. Verbal and written communication in the workplace;
 - 9. Critical thinking and problem solving;
 - 10. Effective workplace relationships;
 - 11. First Aid/CPR and OSHA 10 certification;
 - 12. Teamwork and leadership skills;
 - 13. Understanding of importance of drug-free workplace and clean driving record in the

construction trades;
 14. Demonstration of likely completion of HS Diploma or GED;
 15. Knowledge of registered apprenticeship programs.

Benchmarks: Completion of approved courses with passing scores. Completion of an Algebra course with grade of C or higher. Portfolio Plan review.

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 120 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
Minimum 1 high school credit in approved Construction Technology course (may include: metals, drafting, construction woods, engineering, carpentry, etc.)	120

Approximate total hours of hands-on training 120

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
APR 101: Trade Skills Fundamentals	66
Algebra, 1 term	60
OSHA-10	10
First-Aid/CPR	8

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
Area III Inside Electricians JATC	3019	Advanced Standing
Central Electrical JATC	3001	Program support, demonstrations, job-site tours, training center tours, mock interviews
Area III Plumbers JATC	3015	Points in application process; program support, guest speakers, volunteer or paid work experience, job shadows

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.

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