

*Teri Gardner 8-31-22***WSATC Members:**

The Construction Trades Apprenticeship Preparation (CTAP) program is requesting re-recognition of its status as an apprenticeship preparation program.

The CTAP program was put together in 2019 in response to Governors Executive Order 16-05 "Building Safe and Strong Communities through Successful Reentry" which directed various Washington State agencies to work together to create a pathway to apprenticeship.

Like many education systems in Washington State the Community and Technical college operations in our states incarceration system was hit as hard if not harder than public education as no on line or virtual class was provided and visitation by any outside parties was prohibited. Despite this, CTAP programs were able to run on limited enrollment and social distancing models and we still had graduates who have navigated to the trades.

Apprenticeship programs in the construction and building trades are demonstrating that when formerly incarcerated men and women have the opportunity for training and valuable credentials, they can be successful and productive members of the labor force and can earn a livable wage in a quality job. This is good for their families, communities, and employers as well.

**Graduate Quote:**

A *"This program is life changing for inmates. It creates work ethic, experience, and most of all hope"*

**Communication Plan**

The Construction Trades Apprenticeship Preparation program actively participates in the Correctional Industries Apprenticeship Working Group that serves as its Advisory Board and is regularly attended by representatives of various building trades, apprenticeship coordinators, representatives from the State Board of Community and Technical Colleges, Community Based Support Service groups, as well as Local and State Government Agencies such as Labor and Industries, The City of Seattle, and Sound Transit to name a few.

In addition, the Apprenticeship Working Group has served as a model and clearinghouse for ideas and information regarding the Juvenile Justice System.

**Curriculum**

The Construction Trades Apprenticeship Preparation program is offered through local community and technical colleges and offers 20 credits for the one quarter of study:

All curriculum has been reviewed and accepted by:  
Edmonds Community College

Grays Harbor College  
Walla Walla Community College  
Centralia Community College  
Peninsula Community College

### **Worksite Behavior, Readiness, and Safety – 5 credits**

1. This course will provide instruction in worksite behaviors and expectations: preparing for the workday, communications skills, teamwork skills, pro-active attitude, attendance expectations, integrity, resume writing, mock job interview, appropriate work attire, and what employers are really looking for when hiring. To include, but not limited to, behaviors and actions that could disqualify, lead to disciplinary actions, or even terminate an individual from a job. Also, to be included is health and safety needed for the trades. Topics include physical fitness, healthy eating habits, worksite assessment, identifying workplace hazards, hazard prevention and DOC safety training. Proper use and fit of personal protective equipment will be discussed.

**Grades:** Students must maintain a minimum 70% grade to complete this course. will be based upon 50% class participation, 50% assignments, quizzes, and Exams.

### **Basic Tools, Basic construction, and Basic Blueprints – 5 credits**

2. This course focuses on identification, maintenance and safe usage of tools and equipment used in the trades. Students will understand job safety importance and requirements. Tool and job safety will be taught and practiced throughout the entire program. This course will also provide exposure to construction basics via skill building activities and trades related agility courses. The course will include footings and foundations (slab and grade, post and beam, footings, and stem wall). This course also covers framing to include floor framing, wall framing, and roofing framing. Students will receive roofing and siding exposure as well as experience with interior and exterior finishes. Students will interpret the signs and symbol on construction blueprints. Students will demonstrate their skill by drawing their own basic construction blueprint.

**Grades:** Students must maintain a minimum 70% grade to complete this course. will be based upon 50% class participation, 50% assignments, quizzes, and Exams.

### **Graduate Quote:**

*N “I have never used any type of tool in my life, now I have something to look forward to when I get out”*

### **Introduction to the Trades – 5 credits**

3. This course will provide exposure to a variety of different trades. Included in the class will be guest speakers from different trades who will inform students of what it takes to be successful in their respective trade. Students will be provided with physical requirements needed,

application requirements, wages, benefits, job opportunities, and any other information pertinent to that specific trade.

**Grades:** Students must maintain a minimum 70% grade to complete this course. will be based upon 50% class participation, 50% assignments, quizzes, and Exams.

#### **Trades Math – 3 credits**

4. This course will provide students with a solid foundation in mathematical principles needed for a variety of vocational trades. Trades included, but not limited to, Laborers, Ironworkers, Carpenters, Cement Masons, Electricians, Finish Trades and Pipe Trades. Students will practice the application of the principles in the shop through a variety of apprenticeship preparation activities and tasks.

**Grades:** Students must maintain a minimum 70% grade to complete this course. will be based upon 50% class participation, 50% assignments, quizzes, and Exams.

#### **Capstone Project – 2 credits**

5. In this capstone course, students will experience the link between theory and practicum through completing a relevant project. This project will integrate the skills and abilities acquired during the program and demonstrate competencies learned.

**Grades:** Students must maintain a minimum 70% grade to complete this course. will be based upon 50% class participation, 50% assignments, quizzes, and Exams.

#### **Graduate Quote:**

*K "In CTAP I learned about the importance of teamwork, respect and doing what's right"*

#### **Participant Population:**

There is a potential applicant pool of over 8000 justice involved individuals housed in the 6 incarceration facilities in Washington State that have the potential to have their lives positively affected by the Construction Trades Apprenticeship Program.

As of March 31<sup>st</sup> 2022, 55.6% of the population is White, 17.8% is Black, 4.9% is American Indian/Alaska Native, 4.1% is Asian Pacific Islander, and 16.5% Hispanic All Races.

The incarcerated individuals who are housed in these state facilities are as diverse as our state. Many come from economically disadvantaged areas, have educational barriers, lack of knowledge about apprenticeship and have not had any opportunity to explore employment in the building trades.

CTAP recruits from this population through a rigorous screening process that starts with the DOC counselors who determine their eligibility in the Department of Corrections classification system based on educational needs assessments and behavior.

**Graduate Quote:**

*P "How to use tools, resume writing, and what to expect on a job site are just a few things I've learned to give me an advantage when applying to the union"*

**CTAP Results to date:**

Approximately 300 incarcerated students were enrolled in CTAP between October 2019 and July of 2022.

Around 180 of those graduates are still in some form of incarceration, whether it is full or partial confinement. (Electronic Home Monitoring, Work Release, The Drug Offender Sentencing Act, Child Parent Alternative sentencing) These alternative sentencing structures offer more gradual pathways to the community, and it can take a while for a graduate to be eligible to look for employment or seek support services.

120 CTAP graduates have completed their DOC obligations and released from incarceration and 26 of those have entered into registered apprenticeships.

- 8 carpenters
- 6 Iron workers
- 7 laborers
- 3 OPCMIA
- 1 Limited Energy Electrician
- 1 Pipefitter

A breakdown of these graduates reveal:

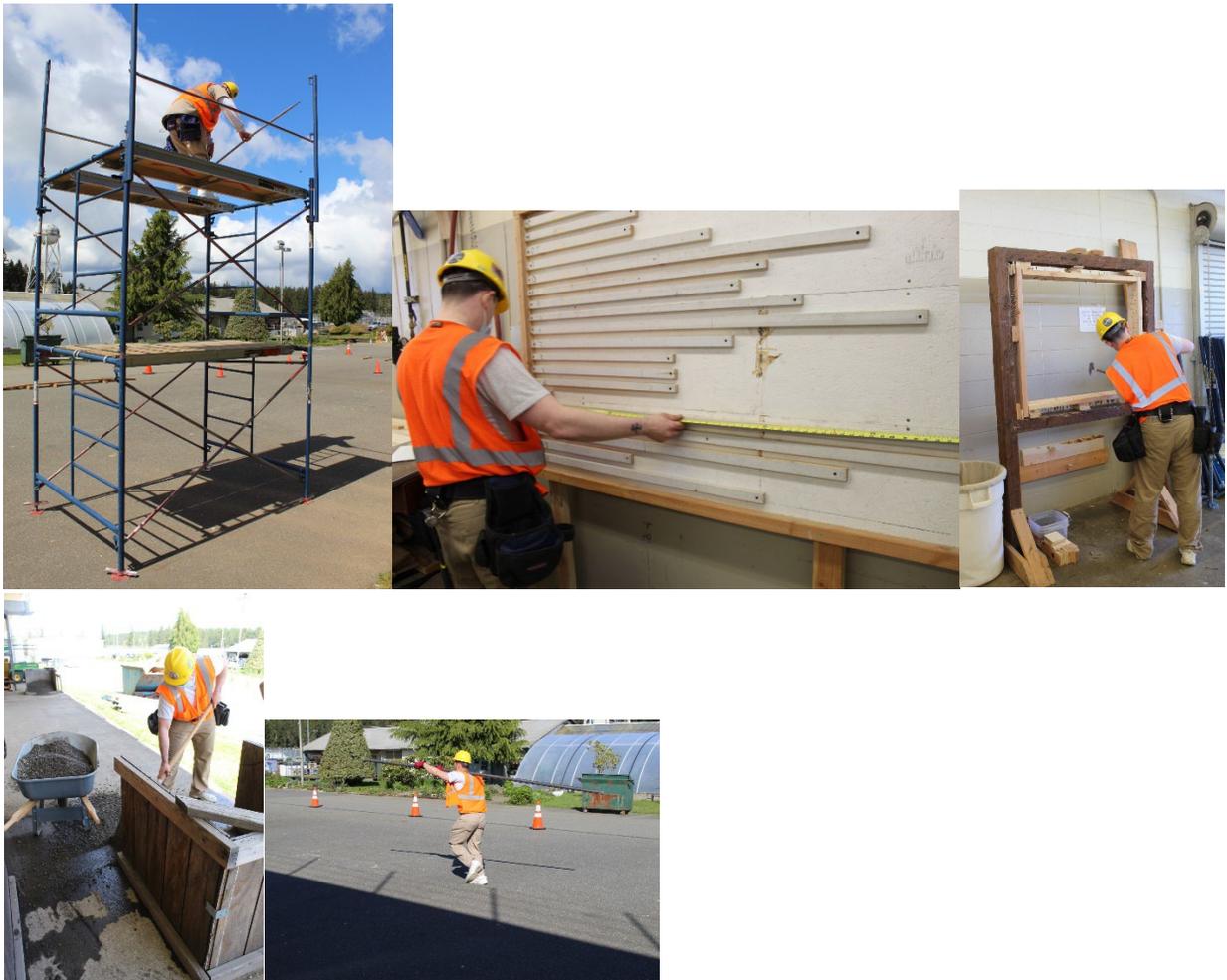
- 73% are White
- 19% are Black
- 8% are Asian Pacific Islander

One item of note is the "Outreach Effect" of the CTAP program. Due to the nature of incarceration, there are numerous individuals whose sentencing structures don't permit them to participate in Construction Trades Apprenticeship Preparation. Working with the Community Corrections Division we have found multiple instances of those individuals who learn about the opportunities presented by apprenticeship through word of mouth and exposure to enrolled CTAP students. It is not uncommon for those individuals to seek other local community-based pre-apprenticeship programs while in transition in the community who have successfully navigated several trades application processes!

**Relationships and MOU's:**

As of this filing we have finalized MOU's with OPCMIA local 528 and Ironworkers local 86. We are in the process of renewing our Tier 2 agreement renewed with the Northwest Carpenters. We have also had great conversations with the Pierce County Roofers, Brick Masons and Allied Trades, Pipefitters.

Through the affected colleges participation in the Pre-Apprenticeship Community and the great relationships we have forged with so many great community partners we feel that no door is truly closed to any apprenticeship.



**Graduate quote:**

*J "Everything in the prison system shoves down a man's spirit. CTAP says ENOUGH!"*

AN

Teri Gardner 8-31-22

**MEMORANDUM OF UNDERSTANDING**

**BETWEEN**

**DEPARTMENT OF CORRECTIONS CONSTRUCTION TRADES APPRENTICESHIP  
PREPARATION TRAINING PROGRAM**

**AND**

**CEMENT MASONS AND PLASTERERS APPRENTICESHIP TRUST**

I. Purpose

CTAP and the Cement Masons and Plasterers Apprenticeship Trust ("Trust") find it mutually beneficial to have a formal understanding between the two parties in providing preferred entry of qualified individuals identified by CTAP instructors and managers into Cement Masons and Plasterers apprenticeship programs. This Memorandum of Understanding ("MOU") represents the agreement between CTAP and the Trust in this joint venture.

II. Details of Understanding

After due consideration of the purpose of the joint venture, CTAP and the Trust agree their respective duties and obligations in respect to preferred entry into Cement Masons and Plasterers apprenticeship programs, as set forth below.

The Trust agrees to the following:

- Reserve slots based on the amount of work available in CTAP for the concrete finishing and plastering craft from August 2022 to August 2025 for qualified individuals identified by CTAP for preferred entry into the Cement Masons and Plasterers apprenticeship program.
- Work to actively assist individuals, identified by CTAP, successfully complete the apprenticeship program, including providing appropriate mentorship and guidance.
- Assist in the development of a tracking system to collect relevant statistical data to document the results of preferred entry efforts (i.e. number of apprentices, hours worked and other pertinent information).
- Participate in events that provide opportunities for potential apprentices to learn about and experience the specifics of the Cement Masons and Plasterers apprenticeship program.
- Review training curriculum to ensure that it complies with the Washington Cement Masons and Plasterers Apprenticeship Standards. The Trust does not approve or agree adopt any training curriculum that has not been reviewed by the Trust and/or JATC.

CTAP agrees to the following:

- Ensure that the curriculums of selected pre-apprenticeship programs address the standards agreed upon by CTAP and the Trust and provide all such curriculum to the Trust for review;
- Refer eligible and qualified candidates to the appropriate apprenticeship opportunities;
- Develop an approval and intake process for apprentice acceptance that reduces the resources used by Trust to administer an approval and intake process for apprentice acceptance;
- Work to actively assist individuals, identified by CTAP, successfully complete the apprenticeship program, including providing appropriate mentorship and guidance;
- Assist in the development of a tracking system to collect relevant statistical data to document the results of preferred efforts (i.e. number of apprentices, hours worked and other pertinent information); and
- Identify, schedule and coordinate opportunities for potential apprentices to learn about and gain exposure to the trades.

### III. Limitation on Liability

The parties to this MOU agree that the neither party shall be liable to the other party for any injury or damage to the other party's equipment, material, apprentices, instructors, or any other persons or property that results from the training and cooperation provided under this MOU. Each party shall be solely responsible for any and all liability arising from the training at that party's respective location or property.

### IV. Date of Effect

The MOU is effective on the date of signature below and will remain in force until either side delivers written notification to the other of its intention to terminate the MOU, in which case the MOU will terminate one month after receipt of such notification.

### V. Evaluation

The parties agree to evaluate this agreement twelve months after implementation, at which time the parties may agree to continue, modify or cancel the MOU.

### VI. Modification

The MOU may be amended by mutual consent through an exchange of correspondence between the two parties.

VII. Signatures

Signed, on the 2 day of AUGUST (month) of 2022 (year)

Michael Raymond  
Training Coordinator/Director for Cement Masons and Plasterers

Steven W Petemann  
CTAP Representative



July 6, 2022

PACIFIC NORTHWEST IRONWORKERS AND EMPLOYERS  
APPRENTICESHIP & TRAINING TRUST

Steven Petermann  
Trades Related Apprenticeship Coaching Instructor  
Construction Trades Apprenticeship Preparation  
Washington State Department of Corrections

Mr Petermann,

We are interested in furthering the relationship of support between our apprenticeship program and your outreach and educational training with the Construction Trades Apprenticeship Preparation (CTAP) Program. I believe from the interactions we have already had with your students, through your facility and the applicants that you have helped to realize their goal of becoming an ironworker, it will be beneficial for all to include your program within the following segments of our Standards of Apprenticeship so that we may give your students consideration on their applications for completing your program.

Under Selection procedures:

*Consideration for Veterans, those referred through Helmets to Hardhats, participants in the National Ironworkers Training Program for American Indians, and graduates or participants of pre-apprenticeship programs is included in the scoring (written verification of these circumstances must be provided at the time of application.)*

We will include your program under our Equal Employment Opportunity Plan:

*Engage with and participate in existing outreach programs whose focus is to recruit and prepare minority and women (minority and non-minority) students for apprenticeship such as ANEW and PACT, and other organizations working directly with women (minority and non-minority) in educational and skill development for entry into apprenticeship such as TRAC.*

I would be pleased to hear from you regarding these opportunities presented. Please contact me via email [jack@iw86appr.org](mailto:jack@iw86appr.org) or by phone 206-244-2993.

Sincerely,

Jack Laher, Coordinator  
Pacific Northwest Ironworkers &  
Employers Joint Apprenticeship  
Training Program #86

ars  
opeiu#8