

MINUTES

April 19, 2023

COMPLIANCE REVIEW AND RETENTION SUBCOMMITTEE

DEPARTMENT OF LABOR & INDUSTRIES

**Joel Sacks
Director**

**Location:
The Heathman Lodge
7801 NE Greenwood Dr.
Vancouver, WA 98662**

10:00 A.M.

**Celeste Monahan
Secretary of the Council**

**THEY WHO SERVE APPRENTICESHIP
SERVE OUR NATION**

COMPLIANCE REVIEW AND RETENTION SUBCOMMITTEE

April 19, 2023

10:04 AM

MINUTES

MEETING CALLED TO ORDER: @ 10:00a.m. by Chair D'Hondt

ROLL CALL: Present: Dave D'Hondt, Kenny Branson, Jeremy Clevenger, Jesse Cote, Karen Dove, Mark Riker, Halene Sigmund, Kenna May

REPORTS:

Joint Retention and Recruitment Committee – Jason Petrait gave his report.

Compliance Specialist's Report – Brittany Craighead provided her report. **M/S/C** to attach to the minutes of this meeting.

UNFINISHED BUSINESS: NONE

ITEMS FROM THE DEPARTMENT:

APRIL 2023 CRRS AGENDA ITEMS:

NEW STANDARDS: (Permanent Registration)

Region 5

1. Triple B Sprinkler Fitter Apprenticeship
 - Out of compliance for administrative procedures for the Provisional year.
 - Recommend program to remain provisional through the first full training cycle.
 - **M/S/C** to approve.

Region 4

2. Scot Industries, Inc. Apprenticeship
 - In compliance for administrative procedures for the Provisional year.
 - Recommend program receive Permanent Registration Status.
 - **M/S/C** to approve.

Region 1b

3. Chehalis Barber and Company Apprenticeship
 - In compliance for administrative procedures for the Provisional year.

- Recommend program receive Permanent Registration Status.
- M/S/C to approve.

NEW BUSINESS:

Region 6b

4. Inland Empire Plumbing and Pipefitting Industry Apprenticeship Training Committee
 - In compliance for minority participation by numbers for 2022.
 - In compliance for female participation by good faith effort for 2022.
 - In compliance for administrative procedures for 2022.
 - M/S/C to approve.

Region 5

5. Western States Boilermakers Apprenticeship Committee
 - In compliance for minority participation by good faith effort for 2022.
 - In compliance for female participation for 2022.
 - In compliance for administrative procedures for 2022.
 - M/S/C to approve.

Region 4

6. DUX Apprenticeship & Fabrication Training
 - In compliance for minority participation by numbers for 2022.
 - In compliance for female participation by numbers for 2022.
 - In compliance for administrative procedures for 2022.
 - M/S/C to approve.
7. Frontier Electric Apprenticeship & Training
 - In compliance for minority participation by numbers for 2022.
 - In compliance for female participation by good faith effort for 2022.
 - In compliance for administrative procedures for 2022.
 - M/S/C to approve.
8. Tradesmen Apprenticeship & Comprehensive Training
 - Out of compliance for minority participation for 2022.
 - Out of compliance for female participation for 2022.
 - In compliance for administrative procedures for 2022.
 - M/S/C to approve.

Region 2b

9. Construction Industry Training Council of Washington – HVAC (*Halene Sigmund recused herself*)
 - In compliance for minority participation by numbers for 2022.
 - Out of compliance for female participation for 2022.

- In compliance for administrative procedures for 2022.
- M/S/C to approve.

10. Construction Industry Training Council of Washington – Plumber (*Halene Sigmund recused herself*)

- Out of compliance for minority participation for 2022.
- Out of compliance for female participation for 2022.
- In compliance for administrative procedures for 2022.
- M/S/C to approve.

11. Construction Industry Training Council of Washington - Scaffold Erector (*Halene Sigmund recused herself*)

- In compliance for minority participation by numbers for 2022.
- In compliance for female participation by good faith effort for 2022.
- In compliance for administrative procedures for 2022.
- M/S/C to approve.

Region 2a

12. Ardagh Group/GMP In-Plant Maintenance Apprenticeship Committee

- In compliance for minority participation by numbers for 2022.
- Out of compliance for female participation for 2022.
- Out of compliance for administrative procedures for 2022.
- Program to continue to work with their assigned apprenticeship consultant on the current Corrective Action Plan.
- M/S/C to approve.

13. Boilermakers Local 104 & Puget Sound Employers Apprenticeship Committee

- In compliance for minority participation by numbers for 2022.
- In compliance for female participation by numbers for 2022.
- In compliance for administrative procedures for 2022.
- M/S/C to approve.

APRIL 2023 ADMINISTRATIVE REVIEWS:

In Compliance:

M/S/C to approve 14 to 31.

14. Ardagh Group Moldmaker Apprenticeship Committee

15. Aviation Technical Services

16. C-Tran/Machinist Local #1432 Apprenticeship Committee

17. Clark County P.U.D. No. 1 Apprenticeship Committee

18. City of Milton & IBEW Local 483 Joint Apprenticeship Training Committee

19. City of Sumas Lineman Apprenticeship Committee
20. Dimensional Communications
21. Franklin P.U.D. - Local 77 IBEW Apprenticeship Committee
22. Grant County PUD No. 2 Apprenticeship Committee
23. Jefferson County PUD Apprenticeship Committee
24. Mason County PUD No.1 Apprenticeship Committee
25. OHOP Mutual Light Company Apprenticeship Committee
26. Tacoma School District #10 CTE Apprenticeship
27. Tranquility Day Spa Apprenticeship Program
28. Vera Water and Power Apprenticeship Committee
29. Washington State Fire Fighters Joint Apprenticeship and Training Committee
30. Wyser Construction Company, Inc.
31. Youth Culinary Apprenticeship Program

Out Of Compliance:

M/S/C to approve 32 and 33.

32. Lashes & Massage Apprentice Program
33. Longworth Studio

DATE AND LOCATION OF NEXT MEETING:

July 19, 2023	Tumwater	Department of Labor & Industries
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FUTURE MEETING SITES:

October 18, 2023	Spokane	TBD
January 17, 2024	Tumwater	Department of Labor & Industries
April 17, 2024	TBD	TBD

ADJOURNMENT

Dave's recommendation to CRRS to vote: *It is the Departments recommendation that the Administrative Corrective Action Plans assigned to the Ardagh Group Moldmaker Apprenticeship Committee & the Washington State Fire Fighters Joint Apprenticeship and Training Committee be closed by the CRRS.*

April 2023 Compliance Review and Retention Sub-Committee Compliance Specialist Report

Corrective Action Plans (CAP) - Updates by Quarter Assigned:

July 2020:

- **Ardagh Group Moldmaker Apprenticeship Committee #153-** Program submitted timely a detailed Corrective Action Plan as required by the CRRS. CAP was reviewed by the Department and found to meet the requirements as listed in the CRRS Findings Letter dated July 31, 2020.
 - Currently the program has 1 active apprentice.
 - Program committee is monitoring their apprentice's progress and working diligently to meet the reporting requirements.

It is the Departments recommendation that the Administrative Corrective Action Plan assigned to the Ardagh Group Moldmaker Apprenticeship Committee be closed by the CRRS.

- **Ardagh Group/GMP Maintenance In-Plant Apprenticeship Committee #510-** Program has submitted a Corrective Action Plan as required by the CRRS in the Findings letter dated October 28, 2021. (was originally assigned at the July 2020 CRRS meeting)
 - Program has made significant progress towards becoming administratively compliant with reporting.
 - Program committee is actively reviewing their CAP activities and progress.
 - Program continues to actively work with their Apprenticeship Consultant.

October 2020

- **Northeastern Washington-Northern Idaho Sheet Metal Apprenticeship Committee #152-** Program submitted a detailed Corrective Action Plan as required by the CRRS. CAP was reviewed by the Department and found to meet the requirements as listed in the CRRS Findings Letter dated October 28, 2020.
 - Program appeared at the October 2022 CRRS meeting and was requested to provide a detailed Progress report to the CRRS at the April 2023 Quarterly meeting outlining their efforts and progress made to come into compliance.
 - At the time of this report, program has failed to submit a progress letter detailing their CAP activities

April 2023 Compliance Review and Retention Sub-Committee

Compliance Specialist Report

January 2021

- **Johnson Controls Fire Protection Apprenticeship Committee #1808-** Program was assigned an Equal Employment Opportunity Corrective Action Plan at the January 2021 CRRS meeting. Program submitted timely to the department an EEO Corrective Action Plan.
 - Committee has been reviewing and revising if needed the current Recruitment and Outreach activities; As well as keeping the recruitment and outreach efforts as a topic at every committee meeting.
 - Committee has reached out to active Pre-Apprenticeship Programs on potential partnership opportunities to include STP & AGC Head Start to Construction Trades.

- **Washington State Fire Fighters Joint Apprenticeship and Training Committee #1499-** Following the Sponsors appearance at the April 2021 CRRS meeting, they have submitted a CAP as requested. Department reviewed the submitted CAP and determined that it does meet the requirements as listed in the CRRS Findings Letter dated January 28th, 2021.
 - Program has made significant progress in becoming administratively compliant.
 - Program has hired a new full time admin to focus solely on records corrections and ARTS updating.
 - Program is in regular contact with their assigned Apprenticeship Consultant to review progress and any operational or reporting questions.
 - Currently the program is meeting all reporting requirements.

It is the Departments recommendation that the Administrative Corrective Action Plan assigned to the Washington State Fire Fighters Joint Apprenticeship and Training Committee be closed by the CRRS.

October 2021

- **Firestop and Containment Workers Joint Apprenticeship Training Program #1812-** Program assigned an Administrative Corrective Action Plan at the October 2021 CRRS meeting. Program did submit the CAP timely. Department reviewed the submitted CAP and determined that it does meet the requirements as listed in the CRRS Findings Letter dated October 28, 2021.
 - Program is actively working with their apprenticeship consultant on getting ARTS reporting up to date and accurate.
 - Program has implemented internal reminders to assist in timely reporting.

- **Heat and Frost Insulators Workers Joint Apprenticeship Training Program #80-** Program assigned an Administrative Corrective Action Plan at the October 2021 CRRS meeting. Program did submit the CAP timely. Department reviewed the submitted CAP and determined that it does meet the requirements as listed in the CRRS Findings Letter dated October 28, 2021.
 - Program is actively working with their apprenticeship consultant on getting ARTS reporting up to date and accurate.
 - Program has implemented internal reminders to assist in timely reporting.

April 2023 Compliance Review and Retention Sub-Committee

Compliance Specialist Report

- **Evco Sound & Electronics Inc. #43-** Program assigned a Corrective Action Plan to address their deficient Female and minority apprentice #'s at the October 2021 CRRS meeting. Program did submit the CAP timely. Department reviewed the submitted CAP and determined that it does meet the requirements as listed in the CRRS Findings Letter dated October 28, 2021.
 - Committee has been reviewing and revising if needed the current Recruitment and Outreach activities. As well as keeping the recruitment and outreach efforts as a topic at every committee meeting.

October 2022

- **Independent Technicians Automotive Committee (ITAC) #2162-** Program has submitted a Corrective Action Plan as required by the CRRS in the Findings Letter dated October 28, 2022.
 - Program has made progress towards becoming administratively compliant with reporting.
 - Program committee is actively reviewing their CAP activities and progress.
 - Program continues to actively work with their Apprenticeship Consultant.
- **Peninsula Light Company Apprenticeship Committee #524-** Program has submitted a Corrective Action Plan as required by the CRRS in the Findings Letter dated October 28, 2022. This is the second CAP that has been assigned to the program since 2020. Program has committed to fulfilling the CAP as stated to the CRRS at the October 2022 Meeting.
 - Program is actively working on getting ARTS reporting up to date and accurate.
- **Pierce Transit/ATU Local #758 Apprenticeship Committee #300-** Program has submitted a Corrective Action Plan as required by the CRRS in the Findings Letter dated October 28, 2022.
 - Program is actively working with their apprenticeship consultant on getting ARTS reporting up to date and accurate.
 - Program has developed a new internal process to ensure proper records retention.
- **Inland Northwest Masonry Apprenticeship Committee #160-** Program submitted a detailed Corrective Action Plan as required by the CRRS. CAP was reviewed by the Department and found to meet the requirements as listed in the CRRS Findings Letter dated October 28, 2022. This is the second CAP that has been assigned to the program since 2020. Program has committed to fulfilling the CAP as stated to the CRRS at the October 2022 Meeting.
 - Committee has been reviewing and revising if needed the current Recruitment and Outreach activities. As well as keeping the recruitment and outreach efforts as a topic at every committee meeting.
 - Program is currently reviewing and interviewing 7 new applicants, of which 1 has identified as female.

April 2023 Compliance Review and Retention Sub-Committee

Compliance Specialist Report

- **Western Washington Masonry Trades Apprenticeship Committee #87-** Program has submitted a Corrective Action Plan as required by the CRRS in the Findings Letter dated October 28, 2022.
 - Program has made significant progress towards becoming administratively compliant with reporting.
 - Program committee is actively reviewing their CAP activities and progress.
 - Program continues to actively work with their Apprenticeship Consultant on standards revisions to bring their program into compliance.

- **City of Richland, Energy Services Department, Local Union 77, IBEW Apprenticeship Committee #281-** Program has worked with their consultant to submit a draft CAP, however due to Holidays and vacation time, has been unable to submit a signed official CAP. The department is working to get an official signed copy submitted.
 - At the time of this report, program has failed to submit a progress letter detailing their CAP activities

- **Stationary Engineers Training Trust #1941-** The program has submitted a request for Cancellation of the Program at the April 2023 WSATC meeting. The program has taken final actions on all current registered apprentices.

This concludes my report Mr. Chair.

Brittany Craighead,
Compliance Specialist