

MINUTES

April 14, 2021

COMPLIANCE REVIEW AND RETENTION SUBCOMMITTEE

DEPARTMENT OF LABOR & INDUSTRIES

**Joel Sacks
Director**

**Location:
ZOOM MEETING**

10:00 A.M.

**Chris Bowe
Secretary of the Council**

**THEY WHO SERVE APPRENTICESHIP
SERVE OUR NATION**

COMPLIANCE REVIEW AND RETENTION SUBCOMMITTEE

April 14, 2021

10:00 AM

MINUTES

MEETING CALLED TO ORDER @ 10:00 a.m. by Chair Riker

ROLL CALL: Present: Mark Riker, Peter Guzman, Karen Dove, Ron Storvick, James Owens, Kenna May, Kenny Branson **Absent:** Jesse Cote

REPORTS:

Joint Retention and Recruitment Committee

Jason Petrait gave his report.

Compliance Specialist's Report

Brittany Craighead provided a report. M/S/C to approve and attach to the minutes of this meeting and CRRS meetings going forward.

UNFINISHED BUSINESS:

1. Inland Empire Fire Protection Apprenticeship Committee
 - Bill Burke, Jonathon Richard appeared and participated in a discussion regarding the program compliance difficulties.
2. Johnson Controls Fire Protection Apprenticeship Committee
 - Matthew Panidis appeared and participated in a discussion regarding the program compliance difficulties.
3. Washington State Fire Fighters Joint Apprenticeship and Training Committee
 - Greg Markley, David Myers appeared and participated in a discussion regarding the program compliance difficulties. Greg Markley committed to submitting a Corrective Action Plan by the end of the month.

ITEMS FROM THE DEPARTMENT:

NONE

APRIL 2021 CRRS AGENDA ITEMS:

NEW STANDARDS: (Permanent Registration)

Region 1

4. Kaas Tailored
 - Insufficient data to determine Administrative Compliance.
 - Recommend program to remain provisional through the first full training cycle.
 - M/S/C to approve.

Region 2b

5. King County Metro Transit Joint Apprenticeship Committee
 - In compliance for administrative procedures for the Provisional year.
 - Recommend Program to receive Permanent registration.
 - M/S/C to approve.

Region 3a

6. Department of Social & Health Services Trades Apprenticeship Program
 - In compliance for administrative procedures for the Provisional year.
 - Recommend Program to receive Permanent Registration.
 - M/S/C to approve.

Region 3b

7. Independent Technicians Automotive Committee (ITAC)
 - Out of compliance for administrative procedures for the Provisional year.
 - Recommend Program to receive Permanent Registration.
 - Program to continue to work with the assigned Apprenticeship Consultant on the current Field Action Plan.
 - M/S/C to approve.
8. Tacoma School District #10 CTE Apprenticeship
 - In compliance for administrative procedures for the Provisional year.
 - Recommend Program to receive Permanent Registration.
 - M/S/C to approve.

Region 4a

9. Tradesman Apprenticeship & Comprehensive Training
 - In compliance for administrative procedures for the Provisional year.
 - Recommend Program to receive Permanent Registration.
 - M/S/C to approve.

NEW BUSINESS:

Region 2a

10. Seattle and Vicinity Sprinkler Fitters Apprenticeship Committee
 - In compliance for minority participation by good faith effort for 2020.
 - Out of compliance for female participation for 2020.
 - Out of compliance for administrative procedures for 2020.
 - Program to continue to work with the assigned apprenticeship consultant on addressing the administrative deficiencies identified in the Program Managers Report.
 - Program to provide a progress report regarding their efforts on correcting the administrative deficiencies to the CRRS at the July 2021 Quarterly meeting. Report is due to the Department 15 days prior to the meeting date.
 - **M/S/C** to approve.

Region 2b

11. Eastern Washington and Northern Idaho Painters and Allied Trades Apprenticeship Committee
 - In compliance for minority participation by numbers for 2020.
 - In compliance for female participation by good faith effort for 2020.
 - In compliance for administrative procedures for 2020.
 - **M/S/C** to approve.
12. Glaziers, Architectural Metal and Glassworkers Apprenticeship Committee
 - In compliance for minority participation by good faith effort for 2020.
 - Out of compliance for female participation for 2020.
 - In compliance for administrative procedures for 2020.
 - **M/S/C** to approve.
13. Western Washington Carpet, Linoleum & Soft Tile Layers Apprenticeship Committee
 - In compliance for minority participation by numbers for 2020.
 - Out of compliance for female participation for 2020.
 - In compliance for administrative procedures for 2020.
 - **M/S/C** to approve.
14. Western Washington Drywall Apprenticeship
 - In compliance for minority participation by numbers for 2020.
 - Out of compliance for female participation for 2020.
 - In compliance for administrative procedures for 2020.
 - **M/S/C** to approve.
15. Western Washington Painting Apprenticeship
 - In compliance for minority participation by numbers for 2020.
 - In compliance for female participation by good faith effort for 2020.
 - In compliance for administrative procedures for 2020.
 - **M/S/C** to approve.

Region 4

16. Power Line Clearance and Tree Trimmers Apprenticeship Committee
 - Out of compliance for minority participation for 2020.
 - Out of compliance for female participation for 2020.
 - In compliance for administrative procedures for 2020.
 - **M/S/C** to approve.

17. Northwest Line Construction Industry JATC
 - Out of compliance for minority participation for 2020.
 - Out of compliance for female participation for 2020.
 - Out of compliance for administrative procedures for 2020.
 - Program to work with the assigned Apprenticeship Consultant to develop and implement a detailed Corrective Action Plan to address the Administrative deficiencies as identified in the Program Managers Report.
 - Corrective Action Plan to be submitted to the Department within 60 Calendar days.
 - Program to submit quarterly progress updates regarding Corrective Action Plan activities to the Department 15 days prior to the Quarterly CRRS meetings.
 - **M/S/C** to approve.

Region 6a

18. Inland Northwest Chapter Associated General Contractors Carpenters AC
 - Out of compliance for minority participation for 2020.
 - Out of compliance for female participation for 2020.
 - In compliance for administrative procedures for 2020.
 - **M/S/C** to approve.

19. Inland Northwest Chapter Associated General Contractors Operators AC
 - In compliance for minority participation by good faith effort for 2020.
 - In compliance for female participation by good faith effort for 2020.
 - In compliance for administrative procedures for 2020.
 - **M/S/C** to approve.

Region 6b

20. Inland Empire Electrical Training Trust
 - In compliance for minority participation by good faith effort for 2020.
 - In compliance for female participation by good faith effort for 2020.
 - In compliance for administrative procedures for 2020.
 - **M/S/C** to approve.

APRIL 2021 ADMINISTRATIVE REVIEWS:

In Compliance:

M/S/C to approve items 21 through 28.

21. ACTIV - Accelerated Career Training and Innovation
22. Barber & Beauty Lounge by Consele Apprenticeship
23. Certified Safety Specialist Apprenticeship Program
24. Evergreen Rural Water of Washington Apprenticeship Committee
25. International Union of Operating Engineers Local #280 Apprenticeship Committee
26. P&G Landscaping, Inc.
27. PCA Wallula Apprenticeship Program
28. Tanner Electric Cooperative Lineman Apprenticeship Committee

Out of Compliance:

NONE

DATE AND LOCATION OF NEXT MEETING:

July 14, 2021	Zoom	Zoom
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FUTURE MEETING SITES:

October 20, 2021	TBD	TBD
January 19, 2022	TBD	TBD

ADJOURNMENT @ 11:30a.m. by Chair Riker

April 2021 Compliance Review and Retention Sub-Committee

Compliance Specialist Report

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

April/July 2020:

- **Apprenti #1982-** 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 July 31, 2020.
 - Program has continued to work closely with their assigned Apprenticeship Consultant to meet the tasks and goals identified in their Corrective Action Plan.
 - Progress Report for Quarter 1 shows timely administrative reporting of RSI and OJT hours as well as step increases and status changes.

- **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.
 - Program has not submitted a progress report on their CAP activities at the time of this report due to the program administrator being out of the office.
 - Currently the program does not have any active apprentices and does not plan to register any in the foreseeable future.
 - Recommend issuing of a show cause letter for the program to appear at the July 2021 CRRS meeting.

- **Ardagh Group/GMP Maintenance In-Plant Apprenticeship Committee #510-** Program has not submitted a Corrective Action Plan as required by the CRRS in the Findings letter dated July 31, 2020.
 - The sponsor did communicate to the Department through their assigned Apprenticeship Consultant that due to increased Covid-19 activity and staffing difficulties they were not able to meet the submission deadlines. Program committed to resuming their work on developing and submitting a Corrective Action Plan in their January 2021 progress report.
 - Program has not submitted a progress report on their CAP activities at the time of this report due to the program administrator being out of the office.
 - Recommend issuing of a show cause letter for the program to appear at the July 2021 CRRS meeting.

- **Pierce County Meatcutters Apprenticeship Committee #92-** 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 July 31, 2020. Actions the program has taken include:
 - Forming a new Apprenticeship Committee and scheduled meetings with proposed agendas.
 - All Apprentice records have been updated in ARTS.
 - Working with Bates Technical College on updating the currently outdated RSI Plan.
 - Program is working with a contracted consultant firm to increase/improve their recruitment and outreach activities.

October 2020

- **Operating Engineers Regional Training Program JATC #58-** 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 October 28, 2020.
 - Program working to update all apprentice records including hour reports and step updates.
 - Program has revised their reporting practices to better align with reporting deadlines.
- **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, 2020.
 - Program working to update all apprentice records including hour reports and step updates.
 - Program has revised their reporting practices to better align with reporting deadlines.
- **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, 2020.
 - Program working to update records associated with their 1 active apprentice
 - Program has resumed holding quarterly Apprenticeship Committee Meetings
- **Washington State Controls Specialist Apprenticeship Committee- Associate Controls Specialist #2175- (No CAP was assigned, just progress reports requested.)** Program submitted their Quarterly Progress update as requested by CRRS in the Findings letter dated November 10, 2020.
 - Program has maintained 1 active apprentice. Program is actively working on growing their registered Training Agents and anticipates more registration of apprentices within the next 60-90 days.

- Program continues to partner with outside parties on how to grow the program and how to recruit and reach out to more underserved populations.
- Committee has approved the addition of two new Training Supervisors.
- Program is scheduling “Training Agent Workshops” with the goal of educating more potential Training Agents on the benefits of Registered Apprenticeship.

January 2021

- **Washington State Controls Specialist Apprenticeship Committee- Controls Programmer #2178 (No CAP was assigned just requested progress reports)-** Program submitted their Quarterly Progress update as requested by CRRS in the Findings letter dated January 28, 2021.
 - Program continues to maintain 1 active apprentice with plans to register another in the next 60-90 days.
 - Committee is actively working on assessments/evaluations for awarding credit to create a consistent evaluation process for student applicants.
 - Applications are being accepted with interviews being scheduled with approved Training Agents.
 - Committee is actively looking at ways to educate the public more on the apprenticeship opportunities offered including brochures, promotional videos, and a program website.

- **Aerospace Joint Apprenticeship Committee #1828-** Program requested an extension to the Corrective Action Plan due date from the Department and was granted on March 29th. Program is actively working with their Apprenticeship Consultant on the development of the plan.

- **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 will be reviewing and revising if needed the current Recruitment and Outreach activities.
 - Committee plans to reach out to active Pre-Apprenticeship Programs on potential partnership opportunities.

- **Pierce County Roofers Joint Apprenticeship Training Committee #116-** Program was assigned an Administrative Corrective Action Plan at the January 2021 CRRS meeting. Program did submit the CAP timely to the department. 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 is actively working with their assigned Apprenticeship Consultant on the administrative corrective action plan.

- **Washington State Fire Fighters Joint Apprenticeship and Training Committee #1499-** Program was assigned an Administrative Corrective Action Plan at the January 2021 CRRS meeting. Program has not submitted an Administrative CAP at the time of this report. The department has made attempts to assist the program with their CAP development.

This concludes my report Mr. Chair.