

# **Revised Minutes**

**October 20, 2021**

**COMPLIANCE REVIEW AND RETENTION SUBCOMMITTEE**

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**DEPARTMENT OF LABOR & INDUSTRIES**

**Joel Sacks  
Director**

**Location:  
ZOOM MEETING**

**10:00 A.M.**

**Celeste Monahan  
Secretary of the Council**

**THEY WHO SERVE APPRENTICESHIP  
SERVE OUR NATION**

# COMPLIANCE REVIEW AND RETENTION SUBCOMMITTEE

October 20, 2021

10:00 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, and Kenna May. **Absent:** Mark Riker

## REPORTS:

### Joint Retention and Recruitment Committee

Jason Petrait gave his report.

### Compliance Specialist Report

Brittany Craighead provided her report. **M/S/C** to approve and attach to the minutes of this meeting.

Apprenti, Administrative Corrective Action Plan assigned to the program to be closed by the CRRS. **M/S/C** to approve.

UFCW367 and Employer Meatcutters Joint Apprenticeship Committee, Administrative Corrective Action Plan to be closed by the CRRS. **M/S/C** to approve.

**UNFINISHED BUSINESS: NONE**

## ITEMS FROM THE DEPARTMENT:

- 1a. C&R Tractor & Landscaping, Inc. Apprenticeship Program
  - Out of compliance for administrative procedures for 2020.
  - Program to be deregistered pursuant to WAC296-05-200 for failure to comply with RCW 49.04 and WAC296.05
  - **M/S/C** to approve.
- 1b. Ardagh Group Moldmaker Apprenticeship Committee
  - Program to come up to date administratively within 60 days from the date of the official findings letter as issued by the Department.
  - **M/S/C** to approve.

- 1c. Ardagh Group/GMP Maintenance In-Plant Apprenticeship Committee
  - Program to come up to date administratively within 60 days from the date of the official findings letter as issued by the Department.
  - M/S/C to approve.

## **OCTOBER 2021 CRRS AGENDA ITEMS:**

### **NEW STANDARDS: (Permanent Registration)**

#### **Region 1b**

2. Vasuda Cosmetology Apprenticeship Program
  - In compliance for administrative procedures for the Provisional year.
  - Recommend program to receive permanent status.
  - M/S/C to approve.

#### **Region 4**

3. Axiall Corporation, a Westlake Company
  - In compliance for administrative procedures for the Provisional year.
  - Recommend program to receive permanent status.
  - M/S/C to approve.

#### **Region 6a**

4. A&D Fire Apprenticeship Committee
  - A roll call was called and the majority consent was to table the recommendation for the program's Provisional status to be rescinded due to non-Compliance with Administrative requirements per WAC 296-05-109.
  - Program has 60 days from October 20, 2021 to come into full compliance.
  - Failure to comply will result in program's Provisional status being rescinded at the WSATC January 20, 2022 meeting.
  - M/S/C to approve.

### **NEW BUSINESS:**

#### **Region 2a**

5. Pacific Northwest Ironworkers and Employers Local #86 Apprenticeship Committee
  - In compliance for minority participation by numbers 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 the current Field Action plan addressing the administrative deficiencies.
  - M/S/C to approve.

## Region 2b

6. Firestop and Containment Workers Joint Apprenticeship Training Program
  - In compliance for minority participation by numbers for 2020.
  - In compliance for female participation by good faith effort 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 outlined in the Program Managers Report.
  - Program to submit CAP progress report to the CRRS via the Department 15 days prior to the quarterly meeting date.
  - CAP is due to the Department within 60 days from the date of the official findings letter as issued by the Department.
  - M/S/C to approve.
  
7. Heat and Frost Insulators Workers Joint Apprenticeship Training Program
  - In compliance for minority participation by numbers for 2020.
  - In compliance for female participation by good faith effort 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 outlined in the Program Mangers Report.
  - CAP is due to the Department within 60 days from the date of the official findings letter as issued by the Department.
  - Program to submit CAP progress reports to the CRRS via the Department 15 days prior to the quarterly meeting date.
  - M/S/C to approve.
  
8. IAM/Boeing Joint 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.
  
9. Seattle Area Plumbers, Housing Plumbers, Pipefitters, HVAC Service Controls Technician/Refrigeration Mechanics, and Marine Pipefitters 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.
  
10. Washington Cement Masons 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.

11. Washington Plasterers Apprenticeship
  - In compliance for minority participation by numbers for 2020.
  - Out of compliance for female participation on 2020.
  - In compliance for administrative procedures for 2020.
  - **M/S/C** to approve.
  
12. Western Washington Operating Engineers Facilities Custodial Services Apprenticeship Committee
  - In compliance for minority participation by numbers for 2020.
  - In compliance for female participation by numbers for 2020.
  - In compliance for administrative procedures for 2020.
  - **M/S/C** to approve.
  
13. Western Washington Stationary Engineers 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.

**Region 3a**

14. Northwest Laborers Apprenticeship Committee (*Jeremy Clevenger Recused Himself*)
  - In compliance for minority participation by numbers for 2020.
  - In compliance for female participation by good faith effort 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 outlined in the Program Managers Report.
  - CAP is due to the Department within 60 days from the date of the official findings letter as issued by the Department.
  - Program to submit CAP progress reports to the CRRS via the Department 15 days prior to the quarterly meeting date.
  - **M/S/C** to approve.

**Region 5**

15. Southeastern Washington/Northeastern Oregon Sheet Metal Workers 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.

**Region 6b**

16. Evco Sound & Electronics Inc.

- Out of compliance for minority participation for 2020.
- Out of compliance for female participation for 2020.
- In compliance for administrative procedures for 2020.
- Program to work with the assigned apprenticeship consultant to develop and implement a detailed Corrective Action Plan (CAP) to address the recruitment of women and minorities into the program. Program to submit the CAP to the Department within 60 days.
- Program to submit quarterly Progress reports regarding CAP activities to the Department 15 days prior to the quarterly CRRS Meetings.
- M/S/C to approve.

**OCTOBER 2021 ADMINISTRATIVE REVIEWS:**

**In Compliance:**

M/S/C to approve items 17 through 19.

17. Elmhurst Mutual Power & Light Company Apprenticeship Committee

18. Framatome

19. Wenatchee School District Apprenticeship Program

**Out of Compliance:**

NONE

**DATE AND LOCATION OF NEXT MEETING:**

January 19, 2022

Zoom

Department of Labor & Industries

**FUTURE MEETING SITES:**

April 20, 2022

TBD

TBD

July 20, 2022

TBD

TBD

**ADJOURNMENT @ 11:31 a.m. by Chair D'Hondt.**

**Recertify**

# October 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 Reports for Quarters 1, 2 & 3 show timely administrative reporting of RSI and OJT hours as well as step increases and status changes.
- *It is the Departments recommendation that the Administrative Corrective Action Plan assigned to the Apprenti program be closed by the CRRS.*
- **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.
  - Currently the program does not have any active apprentices and does not plan to register any in the foreseeable future.
  - Apprenticeship Consultant Husband has worked diligently to assist the sponsor and has reached out multiple times but does not seem to be getting much traction.
  - The Department issued a show cause letter for the program to appear at the October 2021 CRRS meeting for discussion/recommendations on the beginning of deregistration procedures per the findings letter.
- **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 CAP nor has a progress report on their CAP activities been submitted at the time of this report.
  - Apprenticeship Consultant Husband has worked diligently to assist the sponsor and has reached out multiple times but does not seem to be getting much traction.
  - The Department issued a show cause letter for the program to appear at the October 2021 CRRS meeting for discussion/recommendations on the beginning of deregistration procedures per the findings letter.

- **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.
  - Program has shown significant efforts to get program up to speed. The program hired a full time training coordinator to help “clean up” the program.
  - Until the program hired a fulltime TC, the committee was not meeting, the Local was running the program was taken over by the international and communications with the Training Agents, Apprentices and RSI providers had all but been cut off or lost.

The new TC has:

- Established a new committee that is meeting on a regular basis.
- Updated all records: which includes cancellations and registrations.
- Begun the process of redoing the RSI plan in partnership with the local CC.
- Reestablished communication with TA’s.
- Implemented new processes for getting hours from TA’s.
- Revised standards; w/ another revision planned for January ’22.
- Program has been responsive to Department Consultation.
- *It is the Departments recommendation that the Administrative Corrective Action Plan assigned to the Pierce County Meatcutters Apprenticeship Committee be closed by the CRRS.*

## 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 has worked diligently to update all apprentice records including hour reports and step updates.
  - Program has revised their reporting practices to better align with reporting deadlines and has committed to achieving 100% timely reporting for 3rd quarter RSI & 2<sup>nd</sup> half OJT.
  - All Program Committee meeting minutes have been uploaded into ARTS.
  - Program continues to work actively with their assigned Apprenticeship Consultant on the CAP activities.
- **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.
  - Program has made significant progress on their administrative reporting.
  - Program is diligently working towards increasing their female apprentice #s.
- **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 has made significant progress towards gaining and maintaining administrative compliance with reporting.
  - Program has one active apprentice and continues to monitor and report progress.



- **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 one active apprentice. Program currently has added two more apprentices as of 6/2021 bringing their total active apprentices to three.
  - Program continues to work with outside partners on how to grow the program and how to recruit and reach out to more underserved populations.
  - 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 two active apprentices who are on track for completion in 2022.
  - 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.
  
- **Aerospace Joint Apprenticeship Committee #1828-** 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 28, 2021.
  - Program has made significant progress towards gaining and maintaining administrative compliance with reporting.
  - Program continues to actively work with the assigned Apprenticeship Consultant on their CAP requirements.
  
- **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.
  - Committee has reached out to active Pre-Apprenticeship Programs on potential partnership opportunities.
  - Committee is actively reaching out to both east and west side partners on recruitment opportunities and outreach events and had appointed a female journey person as a Lead Recruiter.
  - Program is actively recruiting for two apprenticeship openings and reaching out to Pre-Apprenticeship partners for assistance.

- **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 28, 2021.
  - Program has made significant progress towards gaining and maintaining administrative compliance with reporting.
  - Program continues to actively work with the assigned Apprenticeship Consultant on their CAP requirements.
  - Committee has taken an active interest in the CAP activities as well and monitors the progress closely.
  
- **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 28, 2021.
  - Program continues to make progress towards meeting administrative compliance.
  - Program has hired a new full time admin to focus solely on records corrections and ARTS updating.

### April 2021

- **Northwest Line Construction Industry JATC #487-** Program was assigned an Administrative Corrective Action Plan at the April 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 April 27, 2021.
  - Program continues to work closely with their assigned Apprenticeship Consultant on their CAP Activities.
  - Program has hired additional staff to assist in the administrative reporting of the program.
  - Additional training on the ARTS system has been provided to all staff as well as a review of internal procedures to ensure alignment with state apprenticeship requirements

### July 2021

- **UA Sprinkler Fitter Local 669 Joint Apprenticeship and Training Committee #286-** Program assigned an Administrative Corrective Action Plan at the July 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 August 3rd, 2021.
  
- **Western States Boilermakers Apprenticeship Committee #246-** Program has until October 29, 2021 to submit the Corrective Action Plan.
  
- **Weyerhaeuser Company Apprenticeship Committee #200-** Program assigned an Administrative Corrective Action Plan at the July 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 August 3, 2021.

- **Construction Industry Training Council of Washington – Plumber #636-** Program assigned an EEO Corrective Action Plan at the July 2021 CRRS meeting to address the recruitment of women and minorities. 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 August 3, 2021.
  - Program did submit a progress report stating that they are evaluating their current outreach activities for potential improvement.
  
- **Construction Industry Training Council of Washington - Sheet Metal Worker #637-** Program assigned an EEO Corrective Action Plan at the July 2021 CRRS meeting to address the recruitment of women. 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 August 3, 2021.
  - Program did submit a progress report stating that they are evaluating their current outreach activities for potential improvement.

This concludes my report Mr. Chair.