

Meeting Minutes: Apprenticeship Advisory Board

Approved minutes can be viewed at: <https://www.dli.mn.gov/about-department/boards-and-councils/apprenticeship-advisory-board>.

Date: October 12, 2023
Time: 1:30 p.m. – 3:00 p.m.
Minutes prepared by: Grace Ouellette
Location: Minnesota Department of Labor & Industry
443 Lafayette Road N
St. Paul, MN 55155

Attendance

Members Present:

Tom Dicklich
Norma Miller
Dienna Sabol
Melissa Stachovich
Tim Sturdivant
Sophie Thaden
Mary Berg
Erin Larsen

Attendees:

Deb Bahr-Helgen
Jon Boesche
Tim Garcia
Nick Judge
Alyssa Klein
Gary Larsen
LaRohn Latimer
Dan McGuire
Josiah Moore
Grace Ouellette
Leslie Philmon
Leslie Wojtowwicz

1. The meeting was called to order by Tom Dicklich at 1:30 p.m.

- Welcome-Chair
- Welcome new member Mary Berg, Work-based Learning Specialist at Minnesota Department of Education
- Erin Larsen took roll call-Chair directed the record reflect those members in attendance.

2. Approval of Proposed Agenda

A motion was made, seconded, and carried to approve the October 12, 2023, Apprenticeship Advisory Board Meeting Agenda.

3. Approval of July 13, 2023, Board Minutes

A motion was made, seconded, and carried to approve the July 13, 2023, board minutes.

4. Department of Labor and Industry Greeting and Update

Kate Perushek, Deputy Commissioner, Minnesota Department of Labor, and Industry

- Deputy Commissioner Perushek shared updates on DLI programs and policies.
 - New earned sick and safe time law goes into effect January 1, 2024.
 - Awarded \$987,000 in LEAP grants to 12 organizations.
 - Apprenticeship Division drafting proposed changes to Chapter 178

5. Board Members Updates

- Board members provided updates on current apprenticeship-related initiatives they are involved in.
- Initiatives related to pre-apprenticeship were highlighted across several industries.

6. Program Spotlight: LEAP Grant Awardees

Leslie Wojtowicz, Development manager at Central Minnesota Jobs and Training Services

- LEAP grant awardee, Central Minnesota Jobs and Training Services, provided an overview of their program and a description of how their LEAP grant will support apprentices.
- Program will target 15 individuals to enroll in registered apprenticeship programs.

7. Apprenticeship for Individuals with Disabilities

Marci Jasper, Rehabilitation Specialist, DEED Vocational Rehabilitation Services

Alyssa Klein, Youth Services Coordinator, DEED Vocational Rehabilitation Services

- Vocational Rehabilitation Services provided an overview of services available to employers and job seekers in recognition of National Disability Employment Awareness Month.
- VRS will host a webinar during National Apprenticeship Week.

8. CareerForce Apprenticeship Outreach Office

Deb Bahr-Helgen, Director, City of Minneapolis Employment & Training

- Provided an overview of the newly developed CareerForce Apprenticeship Outreach Office which will be housed at the North Minneapolis location.
- Center will be staffed early next year and will provide job seekers with apprenticeship-specific information.

9. Chapter 178 Listening Session

Erin Larsen, Apprenticeship Director, Minnesota Department of Labor, and Industry

- Provided overview of listening sessions held the past several months related to potential changes to Chapter 178.
- Forty-two participants representing large and small programs across multiple industries engaged in the sessions. Feedback provided by participants related to safety training requirements, ratio requirements, and annual reviews.

10. Board Discussion

Board members discussed feedback on probationary periods, annual reviews, timelines for the registration of apprentices in new programs, and pre-apprenticeship.

11. Apprenticeship Minnesota Program Update

Erin Larsen, Director of Apprenticeship, Minnesota Department of Labor & Industry

- Provided update on National Apprenticeship Week activities scheduled for November 13-18, 2023.
- Provided update on LEAP grants and Clean Economy funding.
- Provided update on the transition to the Rapids database.
- Provided update on current apprenticeship data, including active apprentices, demographics of apprentices, registrations, and completions.

12. Board Discussion -and approval of report

A motion was made, seconded, and carried to approve the Apprenticeship Minnesota report.

13. Adjournment.

A motion was made, seconded, and moved to adjourn.