



State Apprenticeship Advisory Council

October 20, 2006

Meeting Minutes

Members Present: Bonnie Marmor; Donna Beasley; Al Herndon; John Spinella; Lori Blake; John Nolan; Jerry Thomas; Cindy Johnson; Billy Campbell; Henry Gonzalez; and Arnold Pruitt.

The meeting of the State Apprenticeship Advisory Council was called to order at 9:32 a.m. in the Turlington Building (Department of Education) in Tallahassee, Florida.

WELCOME AND INTRODUCTIONS:

Dr. Bonnie Marmor, Chairperson, welcomed the Council Members and audience. She then asked for introductions of the Council Members and Area Representatives for the benefit of any new attendees.

APPROVAL OF MINUTES

Dr. Marmor asked if there were any corrections/modifications of the July 13, 2006, SAAC minutes. Council Member, Ms. Lori Blake suggested a correction be made to page two (2) of the minutes where Monica Elliott's email address is listed incorrectly, and to page three (3) of the minutes where a modification to add (2006/2007).

After changes were noted, a motion was made by Ms. Lori Blake to approve the July 13, 2006, meeting minutes. The motion was seconded by Mr. John Nolan. The motion passed unanimously.

FOLLOW-UP ITEMS FROM JULY 13TH MEETING

Mr. Steve Campora was asked to review items that were noted for follow-up at the July 13th meeting. Mr. Campora provided a worksheet summary of apprentices and a breakdown by industry types which was compiled using the RAIS database. A question was raised as to whether information can be sorted by county and industry. Mr. Campora indicated that RAIS does not have this capability, but when the new apprenticeship database is in use, data can be sorted in this manner. He was then asked to provide a breakdown of construction programs. Dr. Marmor then asked for questions from the audience.

Mr. Campora was asked to explain the ethnicity percentages as the meaning is unclear, and whether it would be difficult to run totals for construction occupations. Mr. Campora stated that it could be done, but hard to do using RAIS. He then stated that the total could be modified by hand; the apprenticeship office would work on a breakdown of each construction industry occupations for the next meeting. Another question was raised as to the designation of the ethnicity categories used. Mr. Campora stated that he was unable to change the federal designations. He further stated that while RAIS is okay for what is being done now, there were reporting problems for the complex needs of apprenticeship.

Mr. Campora asked Marilyn Hatch to give a progress report on the new apprenticeship database.

Ms. Hatch stated that MIS staff members are looking at specific needs of the apprenticeship supervisors so that, when complete, they can use the database to view and sort information as needed. Additionally, the database will be connected to the ATR who will be able to compile and send required reports to the DOE Apprenticeship Office upon request. Dr. Marmor stated that DOE's MIS team had determined this project to be much more complex than originally thought. She also informed council members that the DOE staff assigned to this project were moved, and that a full-time person has not been reassigned. Dr. Marmor is working with Workforce Florida, Inc. (WFI) to seek assistance with the funding of a full-time staff member to work on the apprenticeship database. Initial indications are good, and she will work to bring closure to this prior to the next council meeting.

Questions arose as to when the database would be complete. Ms. Hatch replied that without the full time staff, the project would move forward but the projected completion time would be two years out. With a full-time staff, Ms Hatch indicated that a pilot could be ready by January/February 2007.

Ms. Cindy Johnson asked whether the new system will allow for electronic signature verification. Mr. Campora indicated that he would have to do some research on who required the notary/verification; USDOL or DOE; and he would check with DOE General Counsel for guidance and bring that information back to the next council meeting.

FLORIDA ASSOCIATION FOR CAREER AND TECHNICAL EDUCATION (FACTE)

Due to time constraints, Ms. Marsan Carr, Executive Director, FACTE, was moved up on the agenda.

Ms. Carr indicated that she had been invited to address the Council as a result of interest that had been expressed in forming an Apprenticeship association within FACTE. The formation of an association would allow a member of the apprenticeship community to sit on the FACTE board and have a voice on any issues that address apprenticeship. Ms. Carr provided a brief overview of FACTE and its work in the educational community. She also detailed the "next steps" should the apprenticeship community decide to form an association, which include the: 1) identification and election of officers; 2) set/determine membership fees; 3) creation of bylaws; and, 4) identify FACTE Board Member. Ms. Carr indicated that FACTE would provide assistance with the process if needed.

Questions that arose from the overview:

- What is the range of fees for association membership?
 - \$40 - \$60 of which \$5-25 can be transferred back to the association to be maintained by its own treasurer. However, FACTE is a 501(c)(6) tax exempt entity and funds moved would no longer have that benefit.

Dr. Marmor then opened the floor for questions/comments. SAAC Board member Ms. Lori Blake inquired about the benefits of becoming an association of FACTE. Ms. Carr noted the following:

- FACTE can assist with providing targeted staff development training to a desired location.
- FACTE can help train the public on the value of apprenticeship programs and establish a rapport with the educational community.
- Ms. Carr is a registered lobbyist and has opportunities to speak to the legislature about apprenticeship issues/needs.

Dr. Marmor iterated that apprenticeship has sometimes found itself on the opposite side of issues that FACTE supports, and asked how she (Ms. Carr) will handle. Ms. Carr stated that with representation on the board, apprenticeship has a better opportunity to share and explain views.

Dr. Marmor then addressed the SAAC members to indicate that the role of the Board would be advisory and asked the Board to consider whether or not they will support the formation of an association. She then reiterated the next steps required for formation as described above. The discussion was then opened to members of the audience. Those who offered comments which were positive in nature, indicating additional benefits of membership, included:

- Opportunity for inter-connectivity and exposure amongst and between other educational entities
- Opportunity to expand resources and representation

Dr. Marmor asked if the Board was ready to make a recommendation on this issue.

Mr. Wm. James Nolan made a motion to support the development of a FACTE association for apprenticeship. Mr. Henry Gonzalez seconded the motion. The motion passed unanimously.

Ms. Cindy Johnson volunteered to work with Marsan Carr during the initial stages. Dr. Marmor asked Steve to work with them as discussions begin and to bring back new information to future SAAC meetings.

PRESENTATIONS

■ *Federal Veteran Representative*

Mr. Steve Turbee provided a PowerPoint overview of role and responsibilities of the Florida Department of Veterans' Affairs, Bureau of State Approving for Veterans' Training. Suggestions were made on how to further utilize military Transition Assistance Program (TAP) briefings to get the word out to the apprenticeship community. Mr. Turbee provided enough copies of the "Veterans Manual" for everyone to have a copy. The manual includes instructions, forms, and all the information that is needed to determine eligibility as well as contacts for information apprentices need to apply for veteran's benefits.

■ *Florida's first IT Apprenticeship Programs*

Mr. Richard Melton provided a brief overview of Florida's first IT Apprenticeship Programs, stating that New Horizon had completed its first 18-month program and has 3-4 pending for Homeland Security. He indicated that the goal for the 2007 year is 10 programs. There is currently one IT apprentice program. Mr. Melton would like to see the number of programs expand.

■ *Federal Department of Labor Apprenticeship*

Mr. Jim Nugent, *Federal Department of Labor Apprenticeship* was unavailable for his presentation. Mr. Turbee expressed regrets for Jim Nugent.

APPRENTICESHIP OFFICE UPDATE

Mr. Campora had no additional information to add to his previous follow-up comments.

COMMITTEE REPORTS

■ *Rules and Regulations Committee*

Ms. Lori Blake, Chair of the Rules and Regulations Committee (RRC) gave a brief overview of the work of the RRC, stating that good progress has been made to the Promulgated Rule revision. The committee is currently reviewing the draft for content and attempting to get input from the apprenticeship community. Ms. Blake stated that the next steps will be to finalize the changes and publish them on the Council web site. The projected completion date is summer of 2007. Additionally, Ms. Blake asked for the SAAC minutes to be completed in a timelier manner which will help to facilitate a quicker turnaround for her project.

Dr. Marmor asked the committee to consider expediting the projected completion date to May. After a brief discussion it was agreed to move the completion date to late May 2007.

■ *Public Awareness & Marketing Committee*

Mr. William Nolan of the Public Awareness & Marketing Committee (PAMC) provided a draft copy of the Apprenticeship Brochure aimed for veterans, for the members to review, stating that changes are pending. Dr. Marmor asked for the Council's quick reaction on the layout, presentation, and verbiage of the brochure. Overall reaction was good, but questions arose regarding specific information stated for GI fund recipients. It was suggested that the verbiage change to state total monthly benefit, or the total number of months the benefit is available. Discussions continued to include plans/suggestions for distribution, i.e.: make available online for downloading and customizing to specific regional needs. Mr. Nolan stated that currently there were no plans to mass produce and distribute as funds were not available. Other suggestions for distribution included placement at county veteran's offices and National Guard offices.

Mr. Nolan had no update on the availability of public service announcements (PSA). A suggestion was made to look at Florida Trend magazine to do an editorial which features apprenticeship programs. Dr. Marmor asked Nancy Cordill to research and bring back to the Council at a future meeting.

■ *Program Expansion and Development*

Mr. John Spinella, Chair of the Program Expansion and Development Committee (PEDC) stated that the PEDC is taking an active role to target industries for new apprenticeship programs, utilizing job/career fairs and military contacts to develop new programs and expand existing programs. Comments included suggestions to use the brochure currently in development by the Public Awareness and Marketing committee at these types of events. The United States Department of Labor has a brochure available, aimed at employers that can be modified to fit the specific needs of Florida's apprenticeship programs.

COUNCIL ROUNDTABLE – PUBLIC INPUT

Dr. Marmor opened the floor for new business. It was suggested that Mr. Larry Utt, Training Coordinator, who is retiring after 30 years of service to apprenticeship, be formally recognized for his efforts on behalf of the program. A motion was made and seconded; however, discussions continued prior to a vote being made. Further suggestions were made for the PEDC to pursue the regular recognition of retiring staff. Dr. Marmor iterated that she would look at how the DOE can help facilitate this and will bring that information back to the next meeting.

A suggestion was made to lower the age requirement for pre apprenticeship programs to 15, citing that the current age restriction made it difficult to complete the program prior to graduation. Mr. Campora will research the legal aspects of the change and bring that information back to the Council for further discussion. Ms. Lori Blake indicated that any changes will affect the Promulgated Rules.

Mr. Larry McIntyre of the Agency for Workforce Innovation (AWI) reminded the group that AWI is working closely with the Regional Workforce Boards (RWB) on the *Florida reBuilds* training program, stating that over 10,000 people have been trained in the construction trade but more are needed to meet legislative goals. Contact your RWB for more information. Dr. Marmor reiterated that the *Florida reBuilds* program is doing excellent work and encouraged the group to take advantage.

Council member William Nolan informed the Council and audience of the passing of registered apprentice Randy J. Moody. Mr. Nolan spoke of apprentice Moody's devotion to his apprenticeship training and the positive effect he had on all who had the opportunity to know him. A motion was made to have the Office of Apprenticeship recognize Mr. Moody as a completer of his apprenticeship programs and be officially recognized as a journeyman electrician in accordance with the Florida Statutes 446.021(4).

Dr. Marmor thanked the Council and members of the audience for their comments and input.

FUTURE MEETING DATE

Dr. Marmor asked for suggestions regarding the date of the next State Apprenticeship Advisory Council meeting. The date was set for January 31, 2007; location will be West Palm Beach, Florida.

Ms. Donna Beasley made a motion to bring the meeting to a close. Ms. Cindy Johnson seconded the motion. The motion passed unanimously.

The meeting adjourned at 12:01 p.m.