

STATE APPRENTICESHIP ADVISORY COUNCIL (SAAC)  
January 18, 2012 - Tallahassee, Florida

*Meeting Minutes*

**Members Present:**

Chairperson, Kathleen Taylor, Interim Chancellor, Division of Career & Adult Education  
Billy Campbell, Director of Education, Central North Florida Carpenters & Millwrights  
Al Herndon, Apprenticeship Coordinator, Florida Masonry Apprenticeship & Educational  
Foundation

William James Nolan, Training Director, Jacksonville Electrical JATC (Joint Apprenticeship and  
Training Committee)

John Spinella, National Coordinator, National Elevator Industry Educational Program

Ruth Tirado, Vice President of Education and Training, Associated Builders and Contractors  
of Florida, Inc.

Jerry Thomas, Training Director, Jacksonville Plumbers & Pipefitters JATT (Joint  
Apprenticeship and Training Trust)

In addition, present from the Department of Education was Ken Olsen, Program Director of  
Apprenticeship, Apprenticeship and Training Representative (ATR) Bill Lauver and  
Administrative Assistant, Juanita Warren.

**Call to Order:** The meeting of the State Apprenticeship Advisory Council (SAAC) was called  
to order at 1:00 p.m. at the Workforce plus Office, in Tallahassee, Florida.

**Welcome, Pledge of Allegiance and Introductions:** Chairperson, Ms. Taylor, welcomed the  
Council Members and all other attendees. The Pledge of Allegiance was given. A quorum of six  
(6) was present. Council members and audience members introduced themselves.

**Approval of Minutes:** The minutes of the July 25, 2011 meeting were unanimously approved  
as submitted in a motion by Mr. Campbell and seconded by Mr. Herndon.

**DOE Updates:** Ms. Taylor gave some Department updates:

- Education Commissioner, Mr. Gerard Robinson, asked former Chancellor, Ms. Loretta Costin, to serve as his Chief of Staff, in November 2011. Ms. Taylor was appointed as Interim Chancellor until such time as the Commissioner appoints a Chancellor for the Division.
- Florida continues to be recognized as the State Apprenticeship Agency by USDOL Office of Apprenticeship.
  - Mr. Olsen will later address issues noted in a letter from Mr. John Ladd, Federal Office of Apprenticeship, to Commissioner Robinson.
- Legislative Session is in week two and started early this year on January 10, 2012 due to the redistricting and will conclude on March 9, 2012.
  - General comments regarding the Department's budget projections.
  - General comments regarding redistricting and reapportionment.

- General comments regarding Destination Resorts and Resort Licenses.
- A number of other different legislative bills being watched on the K-12 side.
  - Establishing a different kind of diploma known as a Career Education Diploma, which would have different standards from the “standard” High School Diploma.
- Workforce Boards legislation filed:
  - House Bill 7023.
  - Regional Workforce Board Accountability Act.
- Report from the Higher Education Coordinating Council (HECC) included recommendations to the Governor on Higher Education. All recommendations are available at [www.highereducation.org](http://www.highereducation.org).
- OPPAGA (Office of Program Policy Analysis and Government Accountability) recommended no duplication of local programs offered, including apprenticeship programs.

#### **Follow-up Items from Last Meeting:**

- Ms. Luecinda “Cindy” Johnson resigned since the July 25, 2011 SAAC meeting and there have been no new appointments by the Governor’s Appointments Office since the Division’s April 12, 2011 transmittal letter (copy in SAAC folders). The communication is a request to have the vacant seats appointed for the employee (union/joint) organizations, the employer (non-union/non-joint) organizations and the public representatives recommended by the non-union/non-joint and the union/joint organizations.
- Each year the Florida Association for Career and Technical Education (FACTE) recognizes outstanding professional adult and career & technical educators throughout Florida. The “Hall of Fame” award recognizes and honors outstanding and distinguished professionals who have made a long-term significant impact on the field of career and technical education in Florida. The 2011 winner was SAAC non-joint member, Mr. Al Herndon, of the Florida Masonry Apprenticeship & Educational Foundation. Past winners included governors Lawton Chiles and Buddy MacKay. The award was given at FACTE’s 45<sup>th</sup> Annual Conference and Trade Show held July 25-27, 2011, in Clearwater Beach, Florida.

#### **Apprenticeship Office Update:**

Mr. Ken Olsen reported to the SAAC with the aide of a PowerPoint presentation on the following:

- Comparison of data in RAPIDS (Registered Apprenticeship Partners Information Data System) years 2010 and 2011, showing the decline of registered apprentices, but noticing a positive change in the number of registered apprentices and registered programs.
- Central Office and Field Office staff’s annual budget for fiscal year July, 1, 2010 – June 30, 2011 was \$539,793.62, with a portion dedicated to travel funds.
- Program Completion Rates and Cancellation Rates, based on the programs’ Quality Assurance Assessment and a Compliance Review and RAPIDS data, show a 43% Apprentice Completion rate in federal fiscal year 2010 (October 1, 2010 – September 30, 2011) with the cancellation rate having risen slightly, but the retention rate has gone up as well.
- A listing of all the newly approved apprenticeship programs was shared with the SAAC.

- OPPAGA strongly recommended in a 2003 report that the Apprenticeship Regions be aligned with the Local Workforce Board Regions and this was also noted in the “Collaboration for Success” as well as “The Greening of Apprenticeship” reports. Region 1 ATR, Mr. David Islitzer, retired November 30; as a result, the apprenticeship regions had to be realigned. The number of apprentices and programs was reviewed statewide to balance the workload within five (5) new regional apprenticeship jurisdictions. The slide showed ATR Lauver covering Region 1 which encompasses thirty-six (36) counties north of the southern boundary of Citrus, Marion, Putnam and St. Johns counties; ATR Lindas covering Region 2 which encompasses nine (9) mid-state and East Coast counties; ATR Seville covering Region 3 which encompasses six (6) mid-state and Gulf Coast counties; ATR Holmes, a new employee located in Ft. Lauderdale, covers Region 4, which encompasses 14 southeastern and southwestern counties; and ATR Hillsman covering Region 5 which encompasses two (2) of the most heavily populated counties in the state on the southeast coast.
- On Going Activities – USDOL Code Revisions Required. Mr. Olsen gave the SAAC a history of the progress and current status of Florida as the State Apprenticeship Agency (SAA) as recognized by USDOL/ETA/OA. (United States Department of Labor, Employment and Training Administration, Office of Apprenticeship). USDOL/ETA/OA has taken a closer look at the text of 6A-23 and 6A-24 Florida Administrative Code (FAC) as well as Chapter 446.011-446.092 Florida Statutes (FS). OA has requested we receive their approval of the proposed Rule and Statute change before they go to the Legislature or other approving authority.
- Quality Assurance Assessments (48) and Compliance Reviews (45) were conducted by the ATRs from January 1, 2011 thru December 30, 2011.
- Data issues with RAPIDS are minimal at this time and the federal staff is responsive to problematic glitches and issues.
- We try to keep our website up to date and changes are made as warranted.
  - Instructor Credential Course is completed and all set up through FACTE and information available from our web site.
- It was commented that the grant had ended. The Green Technology Workshop and Collaboration for Success Final Reports, prepared by Mr. Patrick McLaughlin, were exceptional and professionally prepared and are now available on our website. Because of the Collaboration for Success Final Report, we are working with Pinellas and Hillsborough counties on “Information Technology” offerings.
- Title 29 Code of Federal Regulation (CFR), Part 30 is going to be released in the very near future for public comments and will go through a similar protocol and process as was performed with Title 29 CFR, Part 29 a couple of years ago. There have been some strong concerns addressed by NASTAD (National Association of State and Territorial Apprenticeship Directors) President, Mark Maki, regarding some possible future changes.

### **New Business:**

**Florida Department of Corrections (FDOC) Bureau of Inmate Transition, Office of Re-Entry Programs – New Registered Apprenticeship Programs:** Mrs. Nichole Landrum, Program Administrator with comments from Dr. Latoya Lane, Director, made a presentation to the SAAC and audience. Registered apprenticeship is back at FDOC to assist in inmate transition. Mrs. Landrum stressed the importance of vocational training to assist inmates in

finding employment upon their release from the facility. The registered apprenticeship programs are being utilized without any additional funding. The program is there for those inmates who have a daily job assignment working with an inside grounds crew, performing auto body repair, welding or housekeeping duties. The assignments are full-time, five (5) days a week, six (6) hours a day. Inmates are not paid unless they are working for PRIDE (Prison Rehabilitative Industries and Diversified Enterprises). PRIDE is not a functional element within the registered apprenticeship program.

Mrs. Landrum reported that their administration had changed and the new administrators came from Indiana, where registered apprenticeship is a big part of inmate transition and re-entry, but the difference is they are registered with the Federal Department of Labor. She commented that she had to get a history lesson on how apprenticeships were developed in Florida and with an SAA. FDOC developed a focus group within the institutional staff to determine which trade areas to use in the program. Some of the projections for job growth through 2013 looked at were prepared by AWI (Agency for Workforce Innovation) and the focus group came up with two (2) basic occupational standards in the Landscape Management Technician and the Housekeeper, which have been registered at Apalachee Correctional Institution (ACI), Lowell Correctional Institution (LCI) and Avon Park Correctional Institution (APCI). Each facility has one other occupation that is specific to them and at ACI it is Auto Body Repairer, at LCI it is Cosmetologist and at APCI it is Arc Welder. All the facilities have additional occupations like HVAC, Motor Pool, Electrical, Brick Masonry, Cabinetmaking, Plumbing and others. There are plans for expansion in the future to have the programs available at all 60 facilities and to make these programs available to the inmate population that will eventually be released back into society. And of the current population of 100,000 – 80% will be released. Mrs. Landrum reported that if an ex-inmate can have employment, a place to live and food to eat, that 90% of them will not be repeat offenders and come back to prison and that with the implementation of the apprenticeship program, the FLDOC can help provide them a means to make that happen.

Mrs. Landrum reported that the FLDOC wanted to make sure their staff had enough training on how to run and administer an apprenticeship program. So they did webinars, developed program guides and did on-site training, explained the program and answered staff questions. Also, the inmates received an orientation about the program.

Mrs. Landrum sought comment from the audience on suggestions for related instruction and their assistance in performing mock interviews of inmates.

- Mr. Patrick McLaughlin, Executive Director, Florida Masonry Apprentice & Educational Foundation, Inc. offered future assistance when the FLDOC expands into construction trades.
- Mr. McLaughlin questioned Mrs. Landrum as to what the effect of future privatization of FLDOC facilities will have on the registered apprenticeship programs. She said privatization is currently aimed at the south Florida facilities, so there are no plans to expand, but not sure how it will affect facilities and re-training of inmates.
- Dr. Lane commented that currently there are seven (7) private run facilities that the FLDOC plans to implement the apprenticeship programs within and one goal of the Department is to standardize the programs throughout the state, which included the apprenticeship programs.

- Mr. Jimmy Sullivan, Training Director, Central Florida Electrical JATC commented on a variety of curricula available from and through area vocational education centers. The difficulty is employing ex-felons in the private sector and qualifying them to obtain state licensing. Mrs. Landrum quantified their decision in Cosmetology in that the inmates would be able to take the DBPR (Department of Business and Professional Regulation) State License Exam and explained to the inmates that the Completion of Apprenticeship will not guarantee them employment.

Mrs. Landrum commented on the need of the inmates to seek the Federal Bonding Program and advocated the Work Opportunity Tax Credit available to employers for employing ex-inmates.

Mr. Bill Lauver, ATR Regions 1 and 2 commented on inmates questioning their ability to enter private industry apprenticeships after their release and the difficulty of that reality depending on their conviction and encouraged them to steer clear of industries in that a conflict might exist.

Mrs. Landrum commented that the inmates are counseled that they may need to make an occupational change for a career when they are released. She also commented that not all inmates are convicted as pedophiles or for grand theft, some are in there for driving with a suspended license, writing a bad check, or something very simple, and helping to make them a better person for when they are released is what it is all about, so that they don't return to prison.

**New standards:** Mr. Olsen made reference to the development of apprenticeship standards for the Manufacturing Association that can be implemented anywhere in the state, and there are more employment opportunities in manufacturing companies and similar jobs coming into the state. The other program standards came from working with the Workforce Boards in the Information Technology (IT) type trades. O\*Net, an occupational database developed by the USDOL and the Bureau of Labor Statistics, containing the Knowledge, Skills and Abilities (KSA) for many different occupations, is being updated in areas dealing with computer programming, database, network support, telecommunications technology, and similar trades. Mr. Olsen commented that the IT industry changes so rapidly that they are looking at using more general terms, so the trades don't become out of date so quickly like they are now.

Council Member, Mr. Spinella commented on the inability of an industry to register an apprenticeship program that did not have an O\*NET code established. ATR Lauver commented that there was indeed a procedure and a Federal Bulletin issued on how to have a trade or occupation approved by the US/DOL/ETA/OA as apprenticeable and added to the federal listing of Approved Apprenticeable Occupations and that it was not easily accomplished.

Richard Melton (retired Federal ATR) commented to Mr. Olsen that he had developed an apprenticeship program in the Jacksonville area in the "Informational Technology" industry and it fell by the wayside due to no one wanting to register into the program. He thought it was probably a two (2) year program with New Horizon in the Help Desk Operator trade (RAPIDS research shows the program was registered in July 2006 to New Horizon of Jacksonville Florida as an Individual Non-Joint program in the trade of IT Generalist. It was 2880 hours in length with 220 hours of competency based related instruction and was cancelled in October 2008 by the State for inactivity).

## **Committee Reports:**

- **Rules and Regulations Committee**

Chair Jerry Thomas reported as far as he knew he was the only one still on the committee and there has not been a meeting since they worked on the changes to the apprenticeship rules when Title 29 CFR, Part 29 changed. He commented on USDOL updating the Equal Employment Opportunity (EEO) in Apprenticeship regulations (Title 29 CFR, Part 30) and that he felt any need for the Rules Committee to review or comment on changes or possible changes affecting State rules, would happen as it has in the past and they (the Rules Committee) would submit any recommendations back to the full council for approval as done before.

Mr. Olsen commented on the Rules Committee membership and that Mr. Nolan has requested himself to be placed on the Rules Committee. Also since Mr. Nolan had been the Chair of the Workforce Awareness & Marketing Committee, a new chair would need to be decided. Mr. Nolan stated he was still willing to serve in that same capacity. There was a group conversation of the blank Flow Chart for the SAAC Subcommittee membership and that Council members would probably need to sit on more than one (1) subcommittee. Mr. Olsen requested the Council to review the flow chart provided by Mr. Nolan, fill out form, and return form to him or Ms. Juanita Warren. The Apprenticeship Office will make the Council aware as to which subcommittee members are willing to serve. He also said that at the next apprenticeship staff conference call meeting, ATRs would be made aware of this flow chart, and ask that there would be at least one (1) possibly two (2) ATR staff to volunteer for each subcommittee.

- **Workforce Awareness & Marketing Committee**

Chair James Nolan reported he had been asked to take over Ms. Cindy Johnson's position as the President of the Florida Apprenticeship Association (FAA) organization in FACTER and that the next FACTER meeting will be in Jacksonville. Ms. Marsan Carr, Executive Director of FACTER, said the conference is scheduled the week of July 23, at the Sawgrass Marriott. Mr. Nolan pointed out the importance of FACTER membership and the support of the apprenticeship community at the conference. FAA may be able to do a presentation at the conference this year. Mr. Olsen said the Apprenticeship Section had performed presentations at the last FACTER conference and they are willing to continue to do the same if needed.

- **Apprenticeship and Preapprenticeship Expansion & Development Committee**

Chair John Spinella reported on two (2) preapprenticeship programs under development in Jacksonville at A. Philip Randolph Academy of Technology and Englewood High School. ATR Lauver commented that those were a revamping of a current program with the Duval County School Board and that we had just finished developing the Ironworkers Preapprenticeship program and the Job Corps is working on something as well.

Chair Spinella addressed his concerns regarding less and less mentioning of job fairs and other career opportunities in the state. Previous conversations have been held in regards to having an up-to-date listing of job fairs and/or career opportunities, and a better way of

informing the community the availability of these opportunities, and to promote and boost the awareness of apprenticeship. Mr. Olsen commented that this information could be requested from different Workforce Boards and School Districts.

Chair Spinella reminded others it was mentioned at the last SAAC meeting about the importance of the Council's attendance at local Workforce Board meetings. He and Council Member Mr. Campbell discussed their ability to attend some of the meetings and encouraged others to do the same in an attempt to foster a better relationship between apprenticeship and the Workforce Board. Council Member Mr. Herndon and ATR Lauver attended the State Workforce Board meeting in Jacksonville. The Board welcomed Mr. Herndon and ATR Lauver to return for future meetings, yet Chair Spinella noted that the Workforce Board's website does not list any of its scheduled meeting dates and times. Mr. Olsen commented the Workforce Board did put their meeting dates on their websites and he would see what he could do about the notification issue.

### **Council Round Table:**

No discussion.

### **Public Input:**

Suggestions were made in regards to our need to become closer to the Workforce Board, as noted in the Collaborations for Success Report, even if to attend, listen and learn, and find out how best apprenticeship can be valuable to the Board. We are always welcome to attend; however, recommendations on linkages must come from the local boards and not from the State Workforce Board.

Mr. McLaughlin also commented on some of the Workforce Board's structure and governance problems and that they were the reason for some of the proposed legislation reported on earlier by Acting Chair, Ms. Taylor.

Ms. Christine Rodriguez, Executive Director, Tri-County Apprenticeship Academy GNJ (Group Non-Joint), said she became involved with her local Workforce Board through their Youth Subcommittee or Council, which every Workforce Board is required to have. She got involved by way of Tri-County Apprenticeship Academy GNJ and the Workforce Board sent her meeting information by e-mail.

### **Future Meeting Date:**

The SAAC agreed to hold the next meeting on July 23, 2012, in conjunction with the FACTE Conference.

The meeting adjourned at 2:33 P.M.