

STATE APPRENTICESHIP ADVISORY COUNCIL  
November 13, 2008 - Tampa, Florida  
Hillsborough Community College – Dale Mabry Campus  
*Meeting Minutes*

**MEMBERS PRESENT:** Chairperson Loretta Costin, Vice Chancellor for the Division of Workforce Education, Donna Beasley, Cindy Johnson, James Nolan, Arnold Pruitt, John Small, John Spinella and Jerry Thomas. Billy Campbell and Al Herndon were excused.

Robert Grisar, Program Director of Apprenticeship, was present as well as Department of Education [DOE] regional apprenticeship representatives Jon Goins and Steve Lindas. United States Department of Labor [USDOL] Apprenticeship Representative, Richard Melton also attended.

**CALL TO ORDER:** The meeting of the State Apprenticeship Advisory Council was called to order at 9:30 a.m., at Hillsborough Community College (Dale Mabry Campus), Tampa, Florida.

**WELCOME AND INTRODUCTIONS:**

Loretta Costin, Chairperson, welcomed the Council members and attendees. Council members introduced themselves to the audience. Attendees introduced themselves and stated their program affiliation.

Ms. Costin thanked Lisa Boyette of the Florida Gulf Coast Chapter Associated Builders and Contractors, Rose Tirado of the Associated Builders and Contractors Institute, Beth Johnson and Linda Trujillo of Hillsborough Community College, and Maureen Wheelden of Lackman Culinary Services for their assistance in arranging the Council meeting.

**APPROVAL OF MINUTES:**

Minutes of the August 28, 2008 State Apprenticeship Advisory Council meeting were unanimously approved with a motion by Ms. Beasley, seconded by Mr. Thomas.

**FOLLOW-UP ITEMS FROM LAST MEETING:**

- Letter to Gary Wilson: Mr. Grisar advised members that a copy of a letter he sent on behalf of the Council to Mr. Wilson was in their meeting packet. The letter thanked him for hosting the Rules Committee meetings.
- E-mail List: Mr. Grisar advised members that an e-mail list for the apprenticeship community has been created. It includes most of the registered sponsors. He commented that 260 e-mail addresses had been gathered and approximately 10% of those e-mail addresses seemed to be inaccurate. He urged the apprenticeship community participants to send him their e-mail addresses and request to be included in apprenticeship notices and activities.

STATE APPRENTICESHIP ADVISORY COUNCIL  
November 13, 2008 - Tampa, Florida  
Hillsborough Community College – Dale Mabry Campus  
*Meeting Minutes*

- Veteran pamphlet on website: The veteran pamphlet is now on the apprenticeship website at the important information tab.
- School district Funding Committee meetings: Chairperson Costin discussed the activities of the Funding Committee. It is an advisory group composed of school district secondary, post secondary and apprenticeship members to review, discuss, and advise DOE regarding program funding. Gerald Smith, Hillsborough County Schools, is the apprenticeship representative on the Committee.
- Funding from Accelerate Florida: Chairperson Costin discussed Governor Crist's Accelerate Florida initiative. The intent is to spend monies already approved by the legislature to begin selected projects. State agencies have been involved in discussions and coordination to accelerate the spending for these projects in order to stimulate the economy and provide needed jobs for Florida's business and workforce. Ms. Costin reviewed some of the elements of the acceleration that would remove existing barriers. She indicated that the funding will be /has been sent to local governments and that state and local procurement policies would still be in effect.

**APPRENTICESHIP OFFICE UPDATE:**

Mr. Grisar updated the Council on current apprenticeship office statistics. He noted that 262 apprenticeship programs are currently registered with 14,569 active apprentices. New apprentices indentured during the federal fiscal year ending September 2008 were 4,453 and 2,092 had completed their apprenticeships. He noted that the smaller number of registered programs reflected an initiative by the apprenticeship office to cancel inactive programs. He expects lower participation of apprentices in the future because of the current economic conditions.

The website is being up-dated to reflect current information and activities. Mr. Grisar encouraged registered apprenticeship programs to advertise any openings or program activities on the website. He encouraged review of the website by users and that if any corrections or additions are needed to contact the Tallahassee office.

Mr. Grisar discussed the partnership between the DOE and the USDOL regarding compliance reviews. Staff conducted compliance reviews during the last few months and are in the process of entering this data. Staff members are also clearing a backlog of old incomplete reviews still in the system. The next round of reviews will likely begin in January, depending on funding for travel. He is in discussions with USDOL regarding the use of their apprenticeship representative to assist in the conduct of Florida reviews outside of his assigned territory.

Mr. Grisar brought the recent Florida Trend Magazine article on apprenticeship to the members' attention. A copy was included in members' meeting packets.

STATE APPRENTICESHIP ADVISORY COUNCIL  
November 13, 2008 - Tampa, Florida  
Hillsborough Community College – Dale Mabry Campus  
*Meeting Minutes*

Reviews of regional offices have continued. Since the last Council meeting Sarasota, Tallahassee and Tampa were reviewed.

Mr. Grisar requested comment from members on draft policies covering grandfathering, credit granting and related technical instruction delivery methods. He noted that a request to the General Counsel's Office regarding inclusion of government agencies in private industry group programs is still pending. All policies will be posted to the website.

In the discussion regarding distant learning activities, several members provided input. Ms. Johnson discussed distant learning for out-of-area apprentices' related theory. Mr. Pruitt noted that apprentices have access to computers at local education entities. Mr. Nolan commented on activities regarding the electronic delivery system. Mr. Spinella noted that the elevator constructors had implemented computer-based training for their journeymen testing procedures and Ms. Beasley reviewed her program's use of computer-based learning and the need to upgrade her process and develop a uniform system.

Mr. Grisar noted that he is currently in the process of staffing the Sarasota Office.

Ms. Costin discussed state agencies' budgetary constraints due to the economic situation. Revenue is down significantly and state agencies are implementing fiscal restraints in hiring and travel. Ms. Costin expects further reductions in the near future. She noted that the apprenticeship office is funded solely by general revenue funds.

Ms. Beasley inquired about whether funding for the Office of Apprenticeship and other apprenticeship funding could not be derived from federal workforce monies and not just general revenue funds. Ms. Costin explained the limitations on the use of federal workforce monies.

Mr. Small noted that apprenticeship funding took a larger reduction in funding than other workforce educational programs. He commented that it was almost twice the reduction in funding. Ms. Costin reviewed the legislative budgetary process and when questioned by council members regarding actions that could be taken, she indicated that it is important to make sure that local communities, including legislators are informed regarding the importance of apprenticeship programs to Florida's economy.

Mr. Grisar discussed his plans to develop a process for programs to have direct access to the federal Registered Apprenticeship Partners Information Data System [RAPIDS]. Programs would have the capacity to input their own apprentices with review by DOE. Mr. Spinella commented that his program is using the system in federal apprenticeship agencies in other states.

Mr. Grisar reviewed the publication of the final revision of Title 29 CFR Part 29. He noted that our revision of Florida's rules would have to comply with the new federal regulations. He

STATE APPRENTICESHIP ADVISORY COUNCIL  
November 13, 2008 - Tampa, Florida  
Hillsborough Community College – Dale Mabry Campus  
*Meeting Minutes*

requested assistance from Council members regarding necessary changes. Council members Thomas, Nolan and Spinella volunteered their assistance.

Ms. Beasley inquired about the process for new program development activities due to the budgetary constraints and the apprenticeship representative vacancy in Sarasota. Mr. Grisar noted that those development requests should be forwarded to his office and that he would make assignments for assistance from his staff.

**PRESENTATION:**

**Builders Video**

Mr. Patrick McLaughlin, Executive Director of the Florida Masonry Apprenticeship and Education Foundation, presented a video about the apprenticeship community's efforts to help the Tony Boselli Foundation build a structure for a community based organization in the Jacksonville area. The presentation noted efforts of the apprenticeship community to assist in helping low-income community based organizations and being an integral part in donating their time and monies for this charitable project. Mr. McLaughlin noted that the volunteerism and donation of labor and supplies by the apprenticeship community demonstrates that apprenticeship is active in supporting local community efforts for all citizens.

Following the video Mr. Pruitt, Mr. McLaughlin and audience members commented on the video and noted activities in their own areas regarding apprenticeship assistance in community based projects. Ms. Costin thanked Mr. McLaughlin and noted the impact and good will generated by these projects.

**COMMITTEE REPORTS:**

**Rules and Regulations: Chairperson Jerry Thomas**

Mr. Thomas noted that his committee has lost members after completing its initial draft revision of the Florida rules. He stated that he would work with Mr. Grisar on next draft revision.

**Public Awareness and Marketing: Chairperson James Nolan**

Mr. Nolan discussed the Florida Trend article about apprenticeship and made a motion, seconded by Ms. Beasley and unanimously approved, that a letter of thanks be sent to the author of the article. He reviewed the activities of his local apprenticeship program with publications that attracted over 4,000 inquiries about participation and interest in the electrical trade. Mr. Nolan discussed an Apprenticeship Day Proclamation and activities by apprenticeship sponsors. A motion was made by Mr. Nolan, seconded by Ms. Beasley and unanimously approved to develop a survey on marketing activities, send it to apprenticeship programs for input and compile the results for use by the apprenticeship community.

STATE APPRENTICESHIP ADVISORY COUNCIL  
November 13, 2008 - Tampa, Florida  
Hillsborough Community College – Dale Mabry Campus  
*Meeting Minutes*

Ms. Johnson reviewed the activities of the Apprenticeship Division of the Florida Association for Career and Technical Education [FACTE]. She discussed the dues structure. She noted that total dues are \$65 with \$25 set aside for the Apprenticeship Division and \$40 for FACTE.

**Program Expansion and Development: Chairperson John Spinella**

Mr. Spinella noted the current economic conditions that will limit expansion and development activities. Ms. Beasley commented that monies should be available for apprenticeship representatives travel expenses to develop new programs and provide technical assistance to registered programs. Mr. Grisar noted that development activities are on going and that available travel monies would be used for compliance reviews and development activities. Ms. Costin discussed activities and initiatives in the alternative energy industry and commented that expansion for apprenticeship could be developed in those areas. She discussed the development of a survey to the alternative energy industry for input regarding workforce and training needs for that emerging industry.

**COUNCIL ROUNDTABLE:**

Council members had no new issues to discuss.

**PUBLIC INPUT:**

Mr. Paul Royals, owner of a small patent business, inquired about the process necessary for participation in the apprenticeship system. He was referred to his area apprenticeship representative for assistance. Mr. James Sullivan, Apprenticeship Director of the Central Florida Electrical JATC, recommended that a survey for alternative energy activities be sent to registered apprenticeship programs. Mr. Patrick McLaughlin commented on Apprenticeship Day and suggested a coordinated effort of Apprenticeship Day activities. Ms. Rose Tirado, of the Associated Builders and Contractors Institute also discussed Apprenticeship Day. Mr. Grisar briefly explained Apprenticeship Day processes and the designated Apprenticeship Day, which is March 12, 2008 in Tallahassee.

**FUTURE MEETING DATE:**

Tallahassee was chosen as the next meeting site. A tentative meeting date in the afternoon of March 11, 2009 was set in order to coincide with Apprenticeship Day activities scheduled for March 12, 2009.

Meeting adjourned at 11:50 a.m. Thursday, November 13, 2008.