

**OREGON STATE APPRENTICESHIP AND TRAINING COUNCIL
STANDARDS REVIEW SUBCOMMITTEE
Meeting Minutes - December 2, 2009**

1:00 pm

Ken Fry, Chair

I. Call to Order

Chair Ken Fry called the meeting to order at 1:25 p.m.

II. Introductions

Council members:

Nelda Wilson, Trades Employee
Ken Fry, Trades Employee
John Rozell, Trades Employer

Mike McFall, Industrial Employee
Bob Rogers, Public Member

Staff members:

Stephen Simms, Director, Apprenticeship and Training Division
Karen Dale, Apprenticeship Operations Manager
Paul Joiner, Apprenticeship Integration Coordinator
Maureen Pointer, OSATC Recording Secretary

Apprenticeship Representatives:

Elizabeth Farmer, Eugene
Tamara Boyd, Portland
Larry "Will" Williams, Portland

Stacy Ozer, Portland
Tony Cracolice, Eugene
Richard Petersen, Portland

III. Welcome

IV. Staff Reports

A. Late Submission Requests – None.

B. Compliance / Affirmative Action Goals & Timetables

The Division's goal is to conduct a full program operations and affirmative action compliance review for every program in the state in 2010.

In September 2009, the Council confirmed continued use of two pathways for developing EEO goals and timetables:

- Statewide occupational average – used as the target for programs whose minority and/or female participation falls below the occupational average.
- Workforce population – used as the target for programs whose minority and/or female participation meets or exceeds the occupational average.

Continuation of progressive stair-step goals will be required. Federal regulations require that committees have affirmative action goals and timetables until their journey level participation in that occupation meets or exceeds the demographic figures for their region.

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V. Follow-Ups from Previous Council Meetings

A. Contingencies Met (*No action needed*)

- 1244 North Coast Electrical JATC (Sep 09)
 - Administrative Revisions (geographic area)
 - Industrial Plant Electrician
 - Inside Electrician
 - Limited Maintenance Electrician

The wage updates received Director approval, 10/29/09.

B. Contingencies Not Met - *None*

C. Inactive Standards - Extension Requested

7003 Central Oregon Outside Electrical JATC

- Substation Electrician
(Standards approved 9-21-09, no apprentice registered)

Committee representative present: CarolLee McReynolds

At the September 2009 Standards Review Subcommittee meeting, the committee requested an extension of time to respond pending determination of retirement date for current journey worker, noting that a training agent planned to start an apprentice 12 – 18 months prior to the retirement date. The division expressed concern with this timeline, since the standards require 6000 OJT hours (generally 3 years) and it was unclear whether the apprentice would receive supervision for the remaining 18 – 24 months after the journey worker retired.

Ms. McReynolds reported that the employer currently has two journey workers and that one of them will retire in 2-3 years. Both journey workers are employed with Midstate Electric Cooperative, a registered training agent for the committee.

M/S/C to recommend approval of an extension of **MA 7003** inactive standards until June 2011:

Mr. McFall	Yes	Mr. Rogers	Yes
Mr. Rozell	Yes	Ms. Wilson	Yes
Mr. Fry	Yes		

(Note: Status of the standards will be reviewed at the June 2011 subcommittee meeting.)

7012 Warm Springs TATC (Committee/Standards)

- Carpenter
(No committee action on current apprentices since Feb 2004.)

The committee and standards were reported for possible dissolution due to inactivity at the September 2009 subcommittee meeting. The committee informed the division that it has continued to operate during this time and submitted an extension request. A committee representative was cited to attend the September 2009 subcommittee meeting but did not appear.

The committee was again cited to appear at the December 2009 subcommittee meeting to discuss concerns regarding ongoing administrative and operational issues and show cause why the committee and standards should not be dissolved. The committee did not respond to the citation or appear before the subcommittee.

Council Member Rogers expressed his concern that the program has neglected to respond to Division or Council requests and citations over the years and should be dissolved.

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If the Council decides to dissolve the committee and standards the correct process would be to send the committee a formal notice of intent to dissolve. The actual dissolution would be presented for a decision at the March 2010 Council meeting.

M/S/C to recommend sending a formal notice of intent to dissolve committee and standards to **MA 7012**:

Mr. McFall	Yes	Mr. Rogers	Yes
Mr. Rozell	Yes	Ms. Wilson	Yes
Mr. Fry	Yes		

VI. Committee Submittals

A. Minimum Guideline Standards – None.

B. New Standards/New Committees

~~Willamette Valley JATC – Withdrawn at the sponsor’s request
New Standards/New Committee
——*Limited Building Maintenance Electrician~~

C. New Standards/Current Committees

1053 Limited Energy Technicians JATC

- **New Standards**
 - ❖ Limited Energy Technician – B

Committee representative present: Rod Belisle, Training Director

M/S/C to recommend approval of **MA 1053** new standards:

Mr. McFall	Yes	Mr. Rogers	Yes
Mr. Rozell	Yes	Ms. Wilson	Yes
Mr. Fry	Yes		

D. Committee Submittals - No recommendation

1008 Oregon SW-Washington Mason Trades JATC

- **Revised Standards**
Mason Trades Finisher

Committee representative present: Shawn Lenczowski, Training Coordinator

The Division requested that the committee provide information about the validity, certification and delivery of its “in-house curriculum” and suggested that they consider using a test, such as the Career Readiness Certificate as an evaluation tool. Staff believes it is a more objective way of determining eligibility than the MQ’s and an interview.

The Division also recommended that the committee agree to regularly review its selection criteria for disparate impact since the proposed scoring system is in no way validated and is weighted so heavily on subjective criteria.

The subcommittee expressed a general concern about the use of point systems and the potential disparate impact against women and minorities such systems can cause. The subcommittee also shared staff’s concern over the lack of clarity regarding the in-house training.

Mr. Lenczowski responded that the point system revisions were intended to even the chances for all applicants, not just those with previous experience. The committee is currently transitioning from its

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previous in-house curriculum to certified curriculum provided by the International Union of Bricklayers and Allied Craftworkers and believes that it will be completely in use within 6 months.

The Division recommended that the committee be given one year to complete the curriculum transition and that a compliance review be conducted toward the end of this time frame, with results reported to the subcommittee December 2010.

M/S/C to recommend approval of **MA 1008** revised standards, with a review of the curriculum and selection criteria for disparate impact in one year, reporting to the December 2010 subcommittee:

Mr. McFall	Yes	Mr. Rogers	No
Mr. Rozell	Yes	Ms. Wilson	No
Mr. Fry	Yes		

Mr. Rogers expressed his concern regarding the subcommittee recommending approval of the standard without certified curriculum in place.

1050 Greater Portland Roofers JATC

- **Revised Standards**
Roofer

The Division expressed concerns about inconsistencies between the work processes in the proposed standards and those listed in the minimum guideline standards. A committee representative was required to attend the subcommittee but did not appear.

The committee and its apprenticeship representative are working to establish a crosswalk between the standards and the guideline standards.

M/S/C to recommend tabling **MA 1050** revised standards to the **March 2010** subcommittee meeting:

Mr. McFall	Yes	Mr. Rogers	Yes
Mr. Rozell	Yes	Ms. Wilson	Yes
Mr. Fry	Yes		

(Note: A committee representative will be required to attend the March 2010 subcommittee meeting.)

E. Committee Submittals – Other

M/S/C to recommend approval of **MA 1013, 3004, 6008** revised standards; **MA 4002, 5035, 6012, 6013** compliance reviews; **MA 4016, 7005** affirmative action goals & timetables:

Mr. McFall	Yes	Mr. Rogers	Yes
Mr. Rozell	Yes	Ms. Wilson	Yes
Mr. Fry	Yes		

1013 Pacific NW Ironworker & Employer JATC

- Revised Standards**
 - ❖ Ironworker

3004 Lane County Industrial Electrical JATC

- Revised Standards**
 - ❖ Limited Maintenance Electrician
 - ❖ Manufacturing Plant Electrician

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- 4002 Coos Bay Outside Electrical Workers TATC
Compliance Review (PO only, Jan 2006 – Aug 2009)**
 - ❖ Estimator
 - ❖ Meterman
 - ❖ Outside Lineman

- 4016 Area IV (Roseburg) Inside Electrical JATC
Affirmative Action Goals & Timetables**
 - ❖ Inside Electrician

- 5035 Southern Oregon Aviation JATC
Compliance Review (POAA, Sep 2006 – Aug 2009)**
 - ❖ Air Frame & Power Plant Mechanic

- 6008 Ontario TATC
Revised Standards**
 - ❖ Inside Electrician
 - ❖ Plumber

- 6012 Utility Electrical Workers JATC
Compliance Review (PO only, Jun 2008 – Jun 2009)**
 - ❖ Estimator
 - ❖ Lineman
 - ❖ Meterman
 - ❖ Substation Electrician

- 6013 Area VI Inside Electrical JATC
Compliance Review (POAA, June 2008 – Jun 2009)**
 - ❖ Inside Electrician

- 7005 Area VII Plumbers JATC
Affirmative Action Goals & Timetables**
 - ❖ Plumber

F. Dissolution of Committees and Standards – None.

VII. Items Requiring Council Ratification

A. Administrative Conversions and Revisions

M/S/C to recommend ratification of **MA 1057, 4002, 4009, 5001, 7003** administrative revisions:

Mr. McFall	Yes	Mr. Rogers	Yes
Mr. Rozell	Yes	Ms. Wilson	Yes
Mr. Fry	Yes		

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- 1057 Oregon SW-Washington Carpenters JATC**
Administrative Revision (related training provider name change) Effective 11-17-09
- ❖ Carpenter
 - ❖ Exterior / Interior Specialist
 - ❖ Industrial Maintenance Millwright
 - ❖ Millwright
 - ❖ Pile Driver
 - ❖ Scaffold Erector

Related training provider name has changed from Willamette Carpenters Training Center to Pacific Northwest Carpenters Institute.

- 4002 PacifiCorp/UWUA Outside Electrical Worker JAC**
Administrative Revision (minimum guideline) Effective 11/18/09
- ❖ Meterman

- 4009 Pacific Inside Electrical JAC**
Administrative Revision (PWR fringe benefit language) Effective 11/20/09
- ❖ Inside Electrician
 - ❖ Limited Residential Electrician
 - ❖ Local Telecommunications Installer-Technician

- 5001 Crater Lake Electrical JATC**
Administrative Revision (PWR fringe benefit language) Effective 11/17/09
- ❖ Inside Electrician
 - ❖ Limited Energy Technician A
 - ❖ Limited Residential Electrician

- 7003 Central OR Outside Electrical JATC**
Administrative Revision (minimum guideline) Effective 11/19/09
- ❖ Lineman

B. Administrative Corrections

- 1039 City of Portland TAC**
Administrative Correction (wage schedule) Effective 7/1/09
- ❖ Maintenance Electrician / Instrument Technician

First period in the wage schedule approved June 2009 contained an error; "0-66 months" has been corrected to "0-6 months".

M/S/C to recommend ratification of **MA 1039** administrative correction:

Mr. McFall	Yes	Mr. Rogers	Yes
Mr. Rozell	Yes	Ms. Wilson	Yes
Mr. Fry	Yes		

VIII. Items Requiring No Council Approval – None this quarter.

IX. Correspondence - All correspondence attached to submissions in Council packets.

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X. Council and Subcommittee Meeting Dates

Council meeting: December 17, 2009, 10:00 a.m., Northwest College of Construction, Portland.

Proposed 2010 meeting dates are included in Council packets. Council members should notify staff if the proposed dates present scheduling conflicts. Ratification of the calendar will be requested at the December Council meeting.

XI. Good of Apprenticeship

Women in Trades Career Fair will be held April 29 – May 1, 2010, hosted by NECA-IBEW Electrical Training Center, Portland.

Tiffany Kriesel, Northwest College of Construction, reported that a Construction and Utility Career Day was held in Eugene October 14, 2009, hosted by Stayton Companies. A hands-on introduction to construction trades was provided to Lane County high school students. Labor Commissioner Brad Avakian gave the opening introduction and Division staff, Paul Joiner and Tony Cracolice participated in the event. Next year's event will be held in October.

Mr. Simms thanked the committees for their hard work which allowed the subcommittee to run quickly and smoothly, adding that the meetings would likely run longer in the future with more compliance reviews being conducted.

XII. Adjournment

The meeting was adjourned at 2:10 p.m.