

**State Machine Tool Sub-Committee Meeting Minutes
Wednesday, October 7, 2009**

Wisconsin State Fair Park
Wisconsin Exposition Center
West Allis, Wisconsin

Members Present

David Campbell	Labor, Harley-Davidson, Milwaukee, member since Oct 2008
Ray Hall	Labor, Mercury Marine, Campbellsport, member since June 1995
Ken Heins	Mgmt, KLH Industries Inc, Germantown, member since Aug 1997
Steve Kuhl	Labor, John Deere-Horicon Beaver Dam, member since Sept 2003
Jim Nichols	Labor, KLH Industries Inc., Germantown, member since Aug 1995
Anthony Rainey	Labor, Masterlock Company, UAW, member since Oct 2008
Randy Tetzlaff	Labor, Machining Concepts, Cedarburg, member since
John L. Sloma	Labor, Reedsville, IAM – AW LL516, member since Oct 2008

Members Absent

Doug Brockelman	Mgmt, Stanek Tool Corp, New Berlin, member since Oct 1998
Mark Dennis	Mgmt, Fox Valley Tool & Die, Kaukauna, member since June 2004
Theodore Hicks	Mgmt, Bohr Precision Machining, Milwaukee, member since 2006
Bob Running	Mgmt, In-Sinker-Erator, Racine, member since June 1994
Henry Verfuert	Mgmt, Bemis Mfg. Co, Sheboygan Falls, member since June 1994

Consultants and Guests

Nick Triscari	MATC Milwaukee
Sandy Destree	DWD/BAS
Karen Morgan	DWD/BAS
Jim Wall	NIMS Representative
Bill Berge	Fox Valley Technical College
Todd Kiel	Northeast Wisconsin Technical College

The meeting was called to order by Committee Co-Chair Jim Nichols at 10:05 AM in conformance with the Wisconsin Open Meeting Law. Introductions were made and roll call was taken.

Minutes of the June 10, 2009 Machine Tool Advisory Committee Meeting were approved as written.

NIMS Competency Based Apprenticeship System – Continued discussion

Karen Morgan introduced Jim Wall, Assistant Executive Director from NIMS who gave a brief overview of the NIMS Certification Program and answered the questions and concerns of the committee members.

The information shared by Jim and responses to questions included:

- The program provides a career pathway beginning in high school through training on the job.
- The credential is a measure of one's ability to do the job as it requires passing a nationally validated test.
- It provides accountability to a competency based system.
- There is an incentive for the trainee to become more competent, more quickly.
- It helps identify gaps in training.
- Competencies were developed by industry therefore necessary skills have been identified by the "right" people.
- Testing procedures are in place to test minimum core competencies.
- The written tests are proctored by a third party and are conducted on line.
- Companies can add additional requirements based on needs of their business.
- An employer advisory committee to the school or a company can test competencies.
- The program is a combination of on-the-job training (80%) and related instruction (20%).
- Jim recommends that instructors earn the credential before they teach the program. He stated that 80-95% of current machine tool programs' curriculum probably meets NIMS standards.
- On-the-job training mentors are not required to attend workshops to help them be mentors.
- Credentials do not expire. If standards change, there is an option to recertify to the new standard.

At 11 AM the committee met with the Technical School Machine Tool Instructors to discuss their support of the program. Introductions were made and Karen Morgan explained the purpose for the meeting. Jim Wall gave a brief overview of the NIMS Certification Program. He shared the following information regarding the cost of the program. Each completed credential costs approximately \$400. There is a 20% discount if a school offers a NIMS accredited program. Accreditation cost is \$1500. Instructors pay a \$40 registration fee but are not charged for credentials.

Five Year Review of State Standards

Karen explained the five year review process of the Machine Tool Standards. Ken Heins requested that a comparison between the state work processes and NIMS Standards should be done to see how well they match up. Karen will follow up on this request and share the results with the committee.

Karen will talk to Jim Mackie about incorporating the MSSC Certification process into skilled trades training. Safety and quality certification are most appropriate for the manufacturing trades. All of the training modules are available online.

New Business

Federal Regulations

Karen presented information about the Apprenticeship Regulatory Revisions to Title 29 CFR 29 and its impact on Wisconsin's Apprenticeship Program. The purpose of these regulations is to standardize programs through out the country. The goals of the revised regulations are to advance the National Apprenticeship System using new options and increased flexibility, promote apprenticeship into new industries, strengthen the National Apprenticeship System by promoting consistency and continuity across the system and establish a consistent framework to promote improved performance outcomes and quality. Key changes were made to promote new opportunities.

Provisional Registration

The first new element is the introduction of provisional registration. The intent is to enhance program quality and assist new sponsors. The provisional approval is for one year and will be reviewed for quality and conformity at the end of the first year. The first year review outcome can include full recognition of the program, continued provisional registration through the first training cycle or recommendation for derecognition (if not in operation or not conforming to the regulation). Any new Glazier committees in the state will hold a provisional registration for their first year. It is the committee's role to make sure the participating employers are qualified and provide appropriate training. The Committee recommended that we continue the provisional registration through the first training cycle.

Terms of Apprenticeship –

A major mandated change is the terms of apprenticeship. Currently all programs use a time based term. The Federal Regulation adds 2 additional types of term: Competency based and Hybrid. The competency based term uses on-the-job learning (OJL, formerly on-the-job training, or OJT), competencies and testing and evaluation. The Hybrid is a combination of time based and competency based. The choice can be made by the program sponsor subject to approval by BAS. The apprentice contract must indicate which term is to be used. The Committee recommended that state committees should set standards. Ken stated that time based programs allow an employer to see a return on their investment. Jim said that a competency based program could allow an apprentice with credentials to complete in the minimum hours required.

Interim Credentials –

Interim Credentials will be issued upon request in the competency based and hybrid programs and the NIMS model would allow for interim credentials.

Related Instruction

Related instruction policy also changes in the new Regulations. BAS will be required to approve the instructors of PRI teaching apprentices at the training centers that are independent of the technical college system. Currently, BAS holds full time instructors to the same standards as the Technical College System.

Transfers

The Federal Regulation allows for transfer of an apprentice contract from one sponsor to another. The transfer must be based on an agreement between the apprentice and the affected committees, provide a transcript of related instruction and on-the-job learning and be to the same trade. There is no new probationary period and the apprentice retains credit for all hours learned.

Other topics discussed included the following:

- Program Performance Reviews—including the use of completion rates to determine performance.
- Additional requirements for apprentice instructors
- Needed changes to the Apprentice Contract
- Linking apprentice with the state workforce system
- Reciprocal approval

Next Steps

Karen shared the timetable for implementation of the changes to the Federal Regulations. The State Apprenticeship Advisory Council has a workgroup that oversees policies and they have started rewriting the law. Chapter 106 changes need to pass the legislature and must be submitted to them by April 2010. The workgroup will make very few changes to the law so that it can be approved in a timely manner. More changes will be made to policies. These changes will be shared with the State Committees at the spring 2010 meetings for comments and public hearings would be scheduled for summer 2010. The next step is to rewrite the Apprenticeship Manual and obtain feedback from the State Committees at the fall 2010 meetings. The goal is to send it the Feds for implementation by the end of December 2010.

Review of Program participants

Karen distributed and reviewed the current program apprenticeship enrollment. There are currently 254 active apprentices in the Machine Tool trades.

Other Business

Soft Skills

Bill Berge, FVTC, shared information developed by technical school apprenticeship coordinators regarding Apprentice Soft Skills – Core Abilities Assessment. This is a tool available to instructors, employers and local committees that incorporates assessment and development of these skills in the classroom and on the job.

Next meeting date is March 16, 2009 at Fox Valley Technical College.

Meeting was adjourned at 2:35 PM.

Submitted by Sandy Destree, Recorder