**Present**

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| --- | --- |
| **Councilmembers\*** | **Title/Affiliation** |
| **Brian S. Cavey** | **- Chairman/Employee Representative**  |
| **Shaunta Chapple****Ryan Sackett** | **- Public Representative****- Public Representative** |
|  |  |
| **Norbert R. Klusmann, Sr.****Neil E. Wilford, Jr.** | **- Employee Representative****- Employee Representative** |
|  |  |
| **Stephanie Anderson** | **- Employer Representative** |
| **Leon W. Bromley** | **- Employer Representative** |
| **Grant Shmelzer****David Smarte** | **- Employer Representative****- Employer Representative** |

 ***\*Employer Representative Michelle L.*** ***Butt, Employee Representative Allen B. Clinedinst III, and Employee David J. Wilson, Sr., notified Director Chris MacLarion that they were unable to attend before the meeting convened.***

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| **Other Attendees** | **Title/Affiliation** |
| **Portia Wu** | **- Secretary, Maryland Department of Labor** |
| **James Rzepkowski** | **- Assistant Secretary for Workforce Development and Adult Learning (DWDAL),Maryland Department of Labor** |
| **Erin Roth** | **- Deputy Assistant Secretary, DWDAL** |
| **Lloyd Day** | **- Director Office of Workforce Development, DWDAL** |
| **Leza Griffith** | **- Maryland Assistant Attorney General** |
| **Christopher D. MacLarion** |  **- Director, Maryland Apprenticeship and Training Program (MATP)** |
| **Ginamarie Best** | **- Program Manager, MATP** |
| **Jeffrey Smith** | **- Program Manager, MATP**  |
| **Kelton Addison** | **- MATP** |
| **Coral Crawford** | **- MATP** |
| **Jean Davis** | **- MATP** |
| **Kevin L. Hunt** | **- MATP** |
| **Sheila Jackson** | **- MATP** |
| **Faith Ramsburg** | **- MATP** |
| **Jennifer D. Runkles** | **- MATP** |
| **Wayne Salter** | **- MATP** |
| **Jane Sinclair** | **- MATP** |
| **Robert J. Zimberoff** | **- MATP** |
| **Joseph Rose** | **- Center of Applied Technology-North** |
| **Charles Wallace** | **- Maryland State Department of Education** |
| **Jennifer Griffin** | **- Maryland State Department of Education** |
| **Jay Bouis** | **- Community College of Baltimore County** |
| **Jane Mattes** | **- Community College of Baltimore County** |
| **Ed Roberts** | **- Community College of Baltimore County** |
| **Leylani Carstens** | **- Loper Machine** |
| **Jason Dupuis** | **- Cintas Fire Protection** |
| **Ruth Patterson** | **- TalentGro** |
| **Robert Mathias** | **- Tate Engineering Systems** |
| **Jeff Richmond** | **- Howard Community College** |
| **Bronwyn Bates** | **- Howard Community College** |
| **Marie Thomas** | **- Sprinkler Fitters Local 669 JATC** |
| **Matt Baylis** | **- Harford Community College** |
| **Courtney Cline** | **- Frederick Health Hospital** |
| **Billy Demory** | **- Frederick Health Hospital** |
| **Dolly Bermudez** | **- Howard County Government** |
| **James Balderson** | **- Steamfitters Local No. 602** |
| **Erin Saewert** | **- Mortenson Company** |
| **Jon Nehls** | **- Mortenson Company** |
| **Jimmy Ahern** | **- Mortenson Company** |
| **Derek Sams** | **- Mortenson Company** |
| **Maureen McMahon** | **- Anne Arundel County Public Schools** |
| **Matthew Johnstone** | **- Harford County Public Schoolspajam** |
| **Michael Vares** | **- Printing & Graphics Association MidAtlantic** |
| **Paul Foster** | **- Printing & Graphics Association MidAtlantic** |
| **Dickie Delss** | **- Summit Fire & Security** |
| **Olivia Obuadey** | **- Albeniz Care Agency** |
| **Ray Rhodes** | **- Albeniz Care Agency** |
| **Brandee Gross** | **- Maryland Department of Transportation (MDOT)** |
| **Selina Allen** | **- MDOT** |
| **Frank Barber** | **- MDOT** |
| **Robert DiBiagio** | **- MDOT** |
| **Lynn Neumann** | **- MDOT** |
| **Amanda Henry** | **- MDOT State Highway Administration (MDOT SHA)** |
| **Walt Cerventa** | **- MDOT SHA** |
| **Alis Adjahoe** | **- Digital Network Group**  |
| **Jamie Buck** | **- Operative Plasterers' & Cement Masons' Local 891** |
| **Ronald Harden** | **- National Association of Insurance Professionals** |
| **Melissa Johnson** | **- Beitzel Corporation & Pillar Innovations, LLC** |
| **Chad Panther** | **- Beitzel Corporation & Pillar Innovations, LLC** |
| **David Monahan** | **- Beitzel Corporation & Pillar Innovations, LLC** |

**Chairman Cavey called the meeting to order at 9:01 a.m. at the Center of Applied Technology-North – Anne Arundel County Public Schools, 800 Stevenson Road, Severn, Maryland 21144.**

**I. OPENING REMARKS AND INTRODUCTIONS**

Chairman Cavey welcomed attendees and thanked administration members and staff in attendance.

Chairman Cavey invited Mr. Sackett to speak as the host. Mr. Sackett introduced himself as the coordinator of career and technical education for Anne Arundel County Public Schools. Mr. Sackett thanked attendees for joining this meeting. Mr. Sackett said he supported CAT North, the venue for this meeting, as well as other AACPS schools in his role as CTE coordinator. Mr. Sackett introduced Cat North Principal Joseph Rose, and said the breakfast buffet, including baked goods, was prepared by CAT North students in the bakery and pastry program.

Mr. Rose said CAT North provided 23 different programs. Mr. Rose said seven high schools in northern Anne Arundel County served as feeders for CAT North. Mr. Rose said all the programs at CAT North were application based. Mr. Rose said CAT North staff constantly worked with business partners to assure its programs were aligned with local workforce needs. Mr. Rose said CAT North regularly scheduled program advisory committee meetings with partners and stakeholders. Mr. Rose said partners regularly visited CAT North to assure the classrooms and related equipment and technology kept up with industry standards.

Mr. Rose said CAT North regularly conducted practice interviews for students to improve their job interview skills. Mr. Rose said one of CAT North’s “big focuses” was certification and licensure programs. Mr. Rose said CAT North offered programs in barbering and cosmetology that both led to state licensure. Mr. Rose said the rest of the programs had certifications, articulation, and/or college credits and alignment. Mr. Rose said CAT North prepared students for both careers and college. Mr. Rose said many programs offer both certifications and college credits. Mr. Rose said, for instance, CAT North’s Cisco program offered up to a semester worth of college credits as well as two potential certifications.

Mr. Rose said CAT North offered numerous supports through chapter participation, such as SkillsUSA, National Technical Honor Society, and FFA. Mr. Rose said that CAT North was preparing to host a SkillsUSA competition later in the month of this meeting.

Mr. Sackett said Mr. Rose was very passionate about CTE. Mr. Sackett welcomed attendees for a tour after the meeting, but also to schedule a future tour if they were interested.

Mr. Sackett thanked Chairman Cavey for the time. Chairman Cavey thanked Mr. Sackett then introduced Portia Wu as the newly sworn-in Secretary of the Maryland Department of Labor. Chairman Cavey said Secretary Wu was very hard at work. Chairman Cavey said Secretary Wu had already attended several meetings related to the Maryland Apprenticeship and Training Program. Chairman Cavey said Secretary Wu had a passion for apprenticeship. Chairman Cavey then shared some of Secretary Wu’s professional background.

Secretary Wu thanked the Chairman, Mr. Sackett and Mr. Rose for hosting this meeting. Secretary Wu said she was excited to learn more about CAT North. Secretary Wu said she was happy to join the meeting, and she had worked on issues related to apprenticeship and apprenticeship itself in her previous professional roles. Secretary Wu said it had been nearly 10 years since she worked in apprenticeship grant making at the federal level. Secretary Wu said apprenticeship was becoming more and more recognized as a viable career and educational pathway, and some of the credit for this awareness goes to the many stakeholders at this meeting, including employers, program staff, educational providers and Council members. Secretary Wu thanked everyone in the room and Council members for their hard work, passion and commitment to apprenticeship.

Secretary Wu said there were ambitious goals for apprenticeship in Maryland and she was excited to “be on that journey together with you (the stakeholders at this meeting).” Secretary Wu said she was particularly happy to be at this meeting because Maryland Governor Wes Moore was very passionate about apprenticeship and what many might consider non-traditional career pathways. Secretary Wu said Governor Moore understood the value of opportunities such as apprenticeship. Secretary Wu said that Governor Moore said in his election night speech, that Maryland would invest in apprenticeship and trade programs for the sake of expanding opportunities for all Marylanders. Secretary Wu said she was excited and honored to be involved in this work. Secretary Wu thanked the Chairman and the Council for the opportunity to speak.

Chairman Cavey thanked Secretary Wu. Chairman Cavey said that the Maryland Career and Technical Education (CTE) Committee was scheduled to meet later in the day of this Council meeting. Chairman Cavey said that many people at this Council meeting had to attend the CTE Committee meeting or wanted to attend the CTE Committee meeting. Chairman Cavey asked Council members, staff and stakeholders to work efficiently so those interested could move onto the CTE Committee meeting. Chairman Cavey asked Council members, staff and attendees to introduce themselves.

**II.** **Minutes of the January 10, 2023, Maryland Apprenticeship and Training Council meeting.**

Mr. Shmelzer said he abstained from the vote on youth apprenticeship items as detailed on Page 17, under Item 34 in the Minutes of the January 10, 2023, Maryland Apprenticeship and Training Council meeting. Mr. Shmelzer asked that the January 10, 2023, Minutes be corrected to reflect his abstention.

A motion to approve the January 10, 2023, Minutes to include Mr. Shmelzer’s abstention on the vote detailed in Item 34 of these minutes was made by Mr. Shmelzer, seconded by Ms. Anderson and unanimously approved (Ms. Butt, Mr. Clinedinst and Mr. Wilson absent).

Chairman Cavey asked Maryland Apprenticeship and Training Program Director Chris MacLarion to present the Director’s Report.

**III. DIRECTOR'S REPORT**

**A.** Mr. MacLarion thanked the Chairman, Council and guests for attending the meeting. Mr. MacLarion thanked Mr. Rose, Mr. Sackett, and Anne Arundel County Public Schools for hosting the meeting.

**B.**  Mr. MacLarion thanked Secretary Wu for joining this first Maryland Apprenticeship and Training Council meeting since her appointment was confirmed.

**C.** Mr. MacLarion, noting the scope and reach of apprenticeship in Maryland, said there were representatives from colleges, state agencies, public schools, businesses, local workforce areas, unions, associations, and hospitals from every region of the state, many of whom traveled long distances to attend this meeting.

**D.** Apprenticeship Training Fund update:

* Total Fund Balance as of February 28, 2023 after all obligations was $1,287,899.89
* January contributions: $29,917.43
* February contributions: $12,547.30
* Payments from the fund totaled $4,450

 **F.** Mr. MacLarion said staff including navigators, program managers and the director recently developed plans to visit apprenticeship sponsors throughout the state. Mr. MacLarion said the goal was for each sponsor to be visited one or two times per year, with primary goals of offering customer service, technical assistance, guidance and establishing personal connections. This will help to assure documentation is submitted in a timely fashion and enable staff to assist programs in real time. Mr. MacLarion said staff was working to schedule visits and also hope the effort would help to expand apprenticeship.

**G.** Mr. MacLarion said Youth Apprenticeship continued to expand. At the time of this meeting, 22 of 24 local school systems participated in Youth Apprenticeship, and a 23rd school system was preparing to participate.

**H.** Mr. MacLarion said he was happy to answer any questions the Chairman or Council members might have.

 A motion to accept the Director’s Report was made by Mr. Shmelzer, seconded by Mr. Smarte and unanimously approved (Ms. Butt, Mr. Clinedinst and Mr. Wilson absent).

 After this motion and vote, Chairman Cavey invited Charles Wallace, of the Maryland State Department of Education, to make brief remarks.

 Mr. Wallace thanked Anne Arundel County Public Schools and its various sites and schools for hosting the 50th annual SkillsUSA state championship later in the month of this meeting. Mr. Wallace said more than 800 students were set to compete in 66 events. Mr. Wallace said most students planned to move onto careers in the fields in which they were competing, and with employers attending the competition, it was a great opportunity for the students to mingle with industry experts and learn more about trades and other career opportunities.

 Mr. Wallace thanked Chairman Cavey, Chairman Cavey thanked Mr. Wallace and proceeded to Item 1.

**IV. OLD BUSINESS**

 **A. NEW PROGRAMS:**

**1.** Cintas Fire Protection (Sheila Jackson) – Occupation of Fire Alarm Inspection Test Maintenance Technician. Related Instruction to be provided by the sponsor in-house and online at their site in Jessup, Maryland. (Item 1)

Ms. Jackson said she was joined by Jason Dupuis, the general manager for the prospective sponsor.

Mr. Klusmann asked why there was a Maryland residency requirement. Ms. Jackson said the prospective sponsor offered registered apprenticeship in various other states, but this item and new program was specific to Maryland. Mr. MacLarion stated that Ms. Jackson misspoke during her presentation, and the residency according to the qualifications in the Standards of Apprenticeship which were being considered in this item did not contain a Maryland residency requirement. Ms. Jackson apologized for misspeaking. Mr. Klusmann thanked Ms. Jackson and Mr. MacLarion for clarifying.

Mr. Shmelzer said “Part D” of the work processes in the standards includes on-the-job training with electrical components; Mr. Shmelzer said this was his first concern. Mr. Shmelzer said the outline of the related instruction in the standards contained a lot of electrical wiring instruction, not necessarily just low voltage wiring. Mr. Shmelzer said the National Institute for Certification in Engineering Technologies also contained electrical certifications. Mr. Shmelzer said he had significant concerns about the wiring aspects considering the occupation. Mr. Shmelzer asked if apprentices would obtain an electrical apprentice license. Ms. Jackson asked if the main concern was that the title of the occupation was not aligned with the training and education; Mr. Shmelzer said this was one concern. Mr. Shmelzer said he was also concerned about Maryland statutes related to electrical licensing.

Mr. Dupuis detailed some of the on-the-job training and related instruction involving electrical wiring, though much of what he said was inaudible. Mr. Shmelzer said in state law there’s no variance between low voltage and electrical work. Mr. Shmelzer said counties had local authority, but at the state level there is not a distinguishment between lower voltage and higher voltage applications; Mr. Shmelzer said this has not been defined in Maryland licensing law.

Mr. MacLarion said he was paraphrasing Mr. Shmelzer’s question and asked if the apprentices were doing electrical work, would they have apprentice licenses. Mr. MacLarion said this was the same as plumbing or HVAC licensing. Mr. MacLarion said if the work the apprentice was doing required that the apprentice carry an electrical apprentice license by code or law, in this case they would.

Mr. MacLarion said the second part of Mr. Shmelzer’s question was about work processes. Mr. MacLarion said some repair functions were above 110 volts, but the rest of the work processes were low voltage.

Mr. MacLarion said, in terms of related instruction, to learn those components is not the same as doing the work on the job. Mr. MacLarion said this also applied to trades like HVAC and plumbing, and just because those occupations included electrical education, this didn’t necessarily mean electrical work was part of the work processes.

Mr. Shmelzer thanked Mr. MacLarion and said Mr. MacLarion’s explanation answered most of his questions, but there was still not a clear definition between 110 volts and low voltage; Mr. Shmelzer said this was yet to be determined by the Maryland Board of Electricians. Mr. MacLarion said there was no definition, and this was not a concern as long as the apprentices were properly licensed.

Mr. Wilford said his concern was the inspection aspect of the occupation. He said typically such inspections would also include an electrical inspector. Mr. Wilford said his concern was whether or not a Fire Alarm Inspection Test Maintenance Technician would take a correct measure if an issue was found with electrical components during the inspection; Mr. Wilford said such a corrective measure would require an electrician to do the work. Mr. MacLarion said in such a case, all license holders would be required to work within their respective scopes, and if the work required an electrician, then the work required an electrical license as well.

Mr. MacLarion said, as a point of interest for the Council, that the prospective sponsor already worked in this realm, and intended to formalize an apprenticeship program to add an education to the on-the-job training which was previously occurring, and would continue to occur.

Mr. MacLarion said a future legislative session might impact electrical licensing including low voltage requirements in the future. Mr. Wilford said licensing issues were impacting how many inspectors attended inspections such as an elevator inspection. Mr. Wilford said, through the years, more and various inspectors were required to conduct facility inspections such as elevator inspections. Mr. Wilford said the prospective sponsor’s program might need to be adjusted in the future based on future licensing concerns. Mr. MacLarion said he agreed, it was possible future licensing concerns might cause a need for this program to adjust in the future. Mr. MacLarion said apprenticeship had adjusted to similar necessities in the past.

Ms. Anderson said she was concerned with only 48 hours of hands-on related instruction.

A motion to approve this new program was made by Mr. Smarte and seconded by Dr. Chapple, Mr. Shmelzer opposed, and all other Council members voted yea. (Ms. Butt, Mr. Clinedinst and Mr. Wilson absent).

**V. NEW BUSINESS**

 **A. NEW PROGRAMS:**

**2.** Loper Machine, LLC (Faith Ramsburg) – Occupation of Precision CNC Machinist. Related Instruction to be provided by a combination of in-house, ToolingU, and Titans CNC Academy by the sponsor at their site in Edgewood, Maryland. (Item 2)

Faith Ramsburg said she was joined by Leylani Carstens, the prospective sponsor’s representative.

 Mr. Shmelzer said there were two classes on Monday and Wednesday and two classes on Tuesday and Thursday. Mr. Shmelzer said he saw two resumes for instructors in the packet with this item and asked if the instructors would split the classes by the proper cohorts. Ms. Ramsburg said Mr. Shmelzer was correct.

 Mr. Wilford and Mr. Smarte asked for a clarification of the journeyworker rate. Ms. Ramsburg clarified the journeyworker rate as $25 per hour.

A motion to approve this new program was made by Mr. Smarte, seconded by Mr. Shmelzer and unanimously approved (Ms. Butt, Mr. Clinedinst and Mr. Wilson absent).

**3.** Albeniz Care Agency, LLC (Jennifer Runkles) – Occupations of Certified Nursing Assistant and Office Manager. Related Instruction to be provided by the Community College of Baltimore County. (Item 3)

Ms. Runkles said she was joined by Olivia Obuadey and Ray Rhodes, the prospective sponsor’s representatives.

Ms. Anderson said she thought the wrong college might be referenced in the “program description” and was uncertain if Howard Community College or Montgomery Community College was meant to be referenced. Ms. Runkles said this was likely a typographical error. Ms. Anderson asked if apprentices had an opportunity to receive instruction at both colleges and Ms. Runkles answered yes. Ms. Runkles said she would verify with the colleges.

Mr. Shmelzer asked that staff remind the sponsor and college partners that there was not much flexibility regarding instructional hours since the program only included 145 instructional hours. Ms. Runkles said the stakeholders were aware of this, and apprentices would be required to attend make-up sessions if classes were missed.

Mr. Klusmann said to the educators in the room, that 95 percent of apprenticeship was on-the-job training, and he wanted to assure that on-the-job training was monitored as well. Mr. Klusmann said he had concerns about supervision and checking for on-the-job proficiencies.

Dr. Chapple asked if CPR or First Aid certifications were offered in this prospective program. Ms. Obuadey said CPR and First Aid certifications were included in the program. Chairman Cavey asked for clarification on how apprentices would receive the certifications as part of the program. Chairman Cavey said he did not see where the certifications were included in the standards for the program and this would need to be included in the related instruction. Ms. Runkles said the certifications would be added to the related instruction.

Mr. Shmelzer asked about a discrepancy in related instructions from college to college with one college offering 250 hours and another college offering 145 hours for CNAs. Mr. Runkles said each college had a different number of hours that she verified with each college. Mr. Shmelzer said this was a significant difference in the number of instructional hours. Ms. Runkles said she verified with each college and both programs meet state requirements for the occupation. Mr. Shmelzer asked how many instructional hours were needed to obtain a CNA license in Maryland or if a test was required. Dr. Chapple said this information was posted on the Maryland Board of Nursing website. Mr. Sackett said it appeared that GNA required a test but CNA was an industry-recognized certification. Dr. Chapple said CNAs received state licenses from the Maryland Board of Nursing.

Mr. Shmelzer asked the Chairman if the Council would ask the prospective sponsor to come back before Council with changes or if the Council would approve this new program with the caveat that CPR and First Aid certifications be included in the related instruction. Ms. Runkles said the prospective sponsor and staff were willing to modify the standards of apprenticeship to include CPR and First Aid certifications.

Mr. MacLarion said the registered apprenticeship program far exceeded the requirements for licensure for CNAs. Mr. MacLarion recommended approving this prospective program to include modifying the standards to include CPR and First Aid.

Mr. Shmelzer asked if it was possible to monitor the effects of disparity in instructional hours between the different schools during the probationary period of this prospective program if approved by Council. Mr. MacLarion said the program could be monitored for disparity. Mr. MacLarion said this would also make for a good topic for the health care occupation workgroup to look for opportunities for more consistency in programming.

 A motion to approve this new program including a modification to the standards of apprenticeship to include CPR, as well as staff tracking of college performance in the probationary period, was made by Mr. Shmelzer, seconded by Mr. Smarte and unanimously approved (Ms. Butt, Mr. Clinedinst and Mr. Wilson absent).

**4.** Frederick Health Hospital, Inc. (Jennifer Runkles) – Occupation of Stationary Engineer. Related Instruction to be provided by the sponsor in-house at their site in Frederick, Maryland. (Item 4)

 Ms. Runkles said she was joined by Courtney Cline and Billy Demory, the prospective sponsor’s representatives.

 Mr. Shmelzer said part of the qualifications of apprenticeship in the standards for the prospective sponsor that reliable transportation to the work facility was required, and in his opinion, this requirement should be modified to include reliable transportation to the related instruction site as well.

 Mr. Sackett asked which Community College of Baltimore County campus would provide the related instruction. Ms. Runkles said the Catonsville campus.

A motion to approve this new program was made by Mr. Smarte, seconded by Mr. Bromley and unanimously approved (Ms. Butt, Mr. Clinedinst and Mr. Wilson absent).

**5.** Mortenson Company (Jeffrey W. Smith) – Occupations of Construction Craft Laborer and High Voltage Electrician. Related Instruction to be provided in-house using the NCCER curriculum. Request for registration of an Affirmative Action Plan with apprentice selection procedures, goals, and timetables for minority and female apprentices. (Item 5)

Mr. Smith said he was joined by Derek Sams, apprenticeship program manager for the prospective sponsor.

 Ms. Anderson said the related instruction included a blend of virtual and hands-on experiences. Ms. Anderson asked roughly how many hours were dedicated to in-person instruction. Mr. Sams said for the High Voltage Electrician, apprentices would receive three hours of virtual instruction per week and hands-on instruction was completed quarterly. Ms. Anderson asked how many hours were dedicated to hands-on instruction. Mr. Sams said the hands-on instruction usually lasted two or three days. Ms. Anderson asked if those hours were included in the details in the related instruction portion of the standards of apprenticeship, and Mr. Sams answered yes.

 Chairman Cavey asked if the sponsor provided mockups of projects. Mr. Sams said apprentices receive on-the-job training at the actual work sites, and the sponsor purchases extra materials to provide mockups of the work sites in labs that were part of the related instruction. Mr. Sams said that apprentices must complete knowledge tests and performance tests in order to complete the apprenticeship program.

 Mr. Klusmann asked for more details of approximate hours as detailed in the work processes. Mr. MacLarion said this was not a time-based program like Council members were used to seeing. Mr. MacLarion said this was a hybrid program which allowed for a range of hours in the work processes. Mr. Klusmann asked if the hybrid model allowed apprentices who needed more time to complete the program while enabling other apprentices to move forward at an accelerated pace. Mr. Sims said the sponsor was able to be flexible with both apprentices who excelled and apprentices who needed more time to learn competencies.

 Mr. Shmelzer said in the qualifications, and regarding the intake process, there were no educational requirements, such as a high school diploma or equivalent, and Mr. Smith said Mr. Shmelzer was correct. Mr. Shmelzer asked what the sponsor would do to baseline apprentices. Mr. Shmelzer asked how the sponsor would prevent apprentices from holding up other apprentices if they struggled with math, language issues, or other intensive subjects. Mr. Sams said the prospective sponsor would evaluate apprentices upon entry into the program and various assessments would calibrate entry points and progress. Mr. Shmelzer asked if the assessments would be used to disqualify or to identify needed supports. Mr. Sams said the assessments would not disqualify but would be used to identify supports and adjust instruction and training accordingly. Mr. Shmelzer said he would be interested to see the results of the provisional review should this program be approved.

 Mr. Shmelzer asked what curriculum would be used to instruct High Voltage Electrician apprentices. Mr. Sams said electrical curriculum levels one, two, three and four, managing electrical pathways, and substation distribution curriculum.

 Mr. Shmelzer asked why instruction was being offered in-house rather than utilizing instruction from another provider. Mr. MacLarion said in-house instruction was allowed by regulation and the prospective sponsor had this choice. Mr. MacLarion said staff regularly advise prospective sponsors on a full range of instructional providers and approaches to administering related instruction.

 Mr. Shmelzer said the related instruction for High Voltage Electrician was traditional electrical with optional upgrades and enhancements “… on the substation side.” Mr. Shmelzer asked if this was correct and Mr. Sams answered yes. Mr. Shmelzer asked why the occupation was High Voltage Electrician when it appeared to be more like a traditional electrician. Mr. MacLarion said the substation component was beyond the traditional electrician occupation. Mr. Shmelzer said the substation component was optional according to Mr. Sams. Mr. Shmelzer said that the occupation was more inline with traditional electrician based on his view of the standards before Council. Mr. Sams said High Voltage Electrician apprentices would often work on high voltage utilities and electrical distribution.

 Mr. Wilford said he agreed with Mr. Shmelzer and a lot of the details in the standards before Council were inline with the traditional electrician occupation. Mr. Wilford suggested attributing more on-the-job training hours to high voltage applications. Mr. Wilford asked for more details about the occupation; he asked if apprentices would be high voltage maintenance electricians, working in the switchyard, or perhaps working with lineworkers. Mr. Sams said that work would typically occur in switchyards, substations, solar insulations and other insulations. Mr. Wilford asked about voltage. Mr. Sams said apprentices would work often in 500 kV. Mr. Wilford asked about electrical terminations and Mr. Sams explained how apprentices would work with terminations.

 Mr. Wilford said he was concerned about “pigeon holing” a High Voltage Electrician occupation rather than using the traditional electrician occupation. Mr. Sams said there were licensing challenges related to the occupation titles and scope of work.

 Mr. Shmelzer asked if the choice of occupation titles was relevant to state or federal prevailing wage work. Mr. MacLarion said there was not a High Voltage Electrician classification in Maryland Prevailing Wage, but there was an Electrician classification. Mr. MacLarion said if the High Voltage Electrician occupation title “was the sticking point,” perhaps this prospective sponsor could model their program like IBEW. Mr. MacLarion said the prospective sponsor could use the Electrician occupation title with a modular High Voltage Electrician package included in the program. Mr. MacLarion said the occupation title chosen by the prospective sponsor would have to be the title the sponsor uses in Prevailing Wage. Mr. MacLarion said the prospective sponsor had the option to change the occupation title to Electrician for the sake of Prevailing Wage. Mr. MacLarion said the sponsor could also choose to keep with the High Voltage Electrician title.

 Mr. Wilford asked if an O\*NET Code existed for High Voltage Electrician. Mr. MacLarion said High Voltage Electrician had its own O\*NET Code.

A motion to approve this new program and Affirmative Action Plan was made by Mr. Smarte, seconded by Mr. Wilford and unanimously approved (Ms. Butt, Mr. Clinedinst and Mr. Wilson absent).

 **B. PROGRAM REVISIONS:**

1. Digital Network Group (Kinetic Potential) (Ginamarie Best) – Request for reactivation of updated Standards of Apprenticeship for all registered occupations, Affirmative Action Plan and Selection Procedures. (Item 6)

Ms. Best said she was joined by Alis Adjahoe, the Sponsor’s representative.

Mr. Klusmann asked how the physical agility and fitness test was administered. Ms. Best said this qualification was an oversight and not meant to be included in the standards of apprenticeship. Mr. Klusmann asked that this language be removed from the standards.

 A motion to approve this reactivation and Affirmative Action Plan was made by Mr. Wilford, seconded by Mr. Klusmann and unanimously approved (Ms. Butt, Mr. Clinedinst and Mr. Wilson absent).

1. National Association of Insurance Professionals, Inc. (Ginamarie Best) – Request for reactivation of updated Standards of Apprenticeship for all registered occupations, Affirmative Action Plan and Selection Procedures. (Item 7)

 Ms. Best said she was joined by Ronald Harden, the Sponsor’s representative.

 Mr. Shmelzer said the qualifications included a need for candidates to speak English at a very basic level, and asked how this proficiency was determined. Ms. Best asked the Sponsor’s representative if a standardized assessment was in place. DWDAL Deputy Assistant Secretary Erin Roth said the Sponsor makes use of CASAS test administered through Maryland OneStop. Mr. Shmelzer asked if there was an educational functioning level set for acceptance into the Sponsor’s program based on the CASAS test results. Mr. Shmelzer asked that the Sponsor’s Standards of Apprenticeship be updated to include an educational functioning level threshold for qualification. The Sponsor’s representative agreed to include this educational functioning level in the standards.

 Mr. Wilford said that accepting a ninth grade reading level was a common practice.

A motion to approve this reactivation with an update to the Standards of Apprenticeship to include an educational functioning level was made by Mr. Shmelzer, seconded by Mr. Klusmann and unanimously approved (Ms. Butt, Mr. Clinedinst and Mr. Wilson absent).

1. Washington, DC Joint Plumbing Apprenticeship Committee (Ginamarie Best) – Request for registration of updated Standards of Apprenticeship for all registered occupations, Affirmative Action Plan and Selection Procedures. (Item 8)

 Mr. MacLarion presented this item on behalf of Ms. Best.

 A motion to approve this revision was made by Mr. Smarte, seconded by Mr. Klusmann and unanimously approved (Ms. Butt, Mr. Clinedinst and Mr. Wilson absent).

1. Community College of Baltimore County (Faith Ramsburg) – Revisions to add the occupation of Cyber Security Support Technician with Related Instruction to be provided by the Community College of Baltimore County. (Item 9)

 Ms. Ramsburg said she was joined by Jay Bouis and Ed Roberts, the Sponsor’s representatives.

 Mr. Shmelzer said there were various occupations. Mr. Shmelzer asked if the added occupation would have its own apprenticeship committee separate from other occupations and Ms. Ramsburg answered yes.

 A motion to approve this revision was made by Mr. Smarte, seconded by Mr. Bromley and unanimously approved (Ms. Butt, Mr. Clinedinst and Mr. Wilson absent).

**5.** Hamilton Ryker TalentGro (Faith Ramsburg) – Revisions to add the occupation of Senior Living Manager with Related Instruction to be provided by the Granger Cobb Institute and the National Association of Long Term Care. (Item 10)

 Ms. Ramsburg said she was joined by Ruth Patterson, the Sponsor’s representative.

 Mr. Wilford said he noticed this packet was different than another packet related to another agenda item at this meeting, but both packets contained information on Certified Nursing Assistant (CAN). Mr. Wilford said this packet contained information on CNA Level 1, while the other packet did not, and asked how many different levels of CNA existed. Ms. Ramsburg said this revision before Council was to add the occupation of Senior Living Manager, not CNA. Ms. Ramsburg said the CNA occupation with this Sponsor was reactivated by Council in January 2023. Mr. Wilford said he understood the CNA occupation was not up for approval in this particular item, but he asked if CNA regularly progressed to different levels in their occupation. Mr. MacLarion asked Dr. Chapple for input on CNA levels. Dr. Chapple said she was unfamiliar with CNA levels, though there were various trainings and pathways offered to CNAs.

 Mr. Shmelzer said he saw various street addresses in the packet and asked for more information. Ms. Ramsburg said the addresses were for various senior care facilities that participated in this apprenticeship program.

 A motion to approve this revision was made by Mr. Wilford, seconded by Mr. Bromley and unanimously approved (Ms. Butt, Mr. Clinedinst and Mr. Wilson absent).

**6.** Beitzel Corporation & Pillar Innovations, LLC (Jennifer Runkles) – Revisions to add the occupation of Construction Craft Laborer with Related Instruction to be provided in-house using the NCCER curriculum. (Item 11)

 Ms. Runkles said she was joined by Melissa Johnson, Chad Panther and David Monahan, the Sponsor’s representatives.

 Mr. Wilford said a number of work processes listed in the training outline for Construction Craft Laborer was an Electrician’s work. Mr. MacLarion said the packet related to this item was submitted prior to a meeting of the Maryland State Board of Electricians that occurred soon before this Council meeting. Mr. MacLarion explained the implications of including Electrician work processes in other occupations as it related to Prevailing Wage work. Mr. MacLarion said one option to address the issue of Electrician’s work processes being included in another apprenticeship occupation was to strike the language related to the Electrician work processes from the work processes in the Sponsor’s Standards of Apprenticeship. Mr. MacLarion said the other option was for apprentices to obtain an Electrical Apprentice License and complete the electrical work processes under the direct supervision of a licensed Electrical Journeyworker and/or licensed Electrical Master. Ms. Runkles asked the Sponsor’s representatives how they would like to proceed. Mr. MacLarion said the language appeared under Section 4, Letters B, C and D. The Sponsor’s representative agreed to strike the language in Section 4, Letters B, C and D.

 Ms. Anderson asked for details about instructional hours and laboratory hours. Ms. Runkles and a Sponsor’s representative shared these details.

 Mr. Shmelzer asked if the Sponsor was comfortable with leaving electrical instruction in the program, considering the change to the work processes recommended by Council and agreed to by the Sponsor. Chairman Cavey said the Sponsor could continue to include electrical instruction. The Sponsor’s representative said she would like apprentices to receive the knowledge.

 A motion to approve this revision to include striking language related to electrical work processes was made by Mr. Wilford, seconded by Mr. Smarte and unanimously approved (Ms. Butt, Mr. Clinedinst and Mr. Wilson absent).

**7.** Summit Fire & Security (Jane Sinclair) – Request for modification of Progressive Wage Schedules for the occupations of Sprinkler Fitter and Quality Control Inspector. (Item 12)

Chairman Cavey said a Sponsor’s representative was unable to attend and entertained a motion to table this item to the next Council meeting.

A motion to table this revision was made by Mr. Shmelzer, seconded by Mr. Wilford and unanimously approved (Ms. Butt, Mr. Clinedinst and Mr. Wilson absent).

**8.** Howard Community College (Jeffrey W. Smith) – Request to modify the Related Instruction for the occupation of Licensed Practical Nurse. Related Instruction will continue to be provided by Howard Community College located at 10901 Little Patuxent Parkway, Columbia, MD, 21044. (Item 13)

 Mr. Smith said he was joined by Jeff Richmond, the Sponsor’s representative.

 A motion to approve this revision was made by Mr. Smarte, seconded by Ms. Anderson and unanimously approved (Ms. Butt, Mr. Clinedinst and Mr. Wilson absent).

**9.** Howard Community College (Jeffrey W. Smith) – Revisions to add the occupation of Child Care Professional with Related Instruction to be provided Howard Community College located at 10901 Little Patuxent Parkway, Columbia, MD, 21044. (Item 14)

 Dr. Chapple asked the Sponsor to consider adding asthma related instruction to this occupation. Mr. Smith said the curriculum offered by various educational providers was approved by the Maryland State Department of Education and deemed appropriate for the occupation, including general health, safety and First Aid. The Sponsor’s representative further explained the curriculum and said asthma instruction was not mandatory. Dr. Chapple said the asthma instruction was not mandatory but cited reasons why this would be a reasonable addition to the program. The Sponsor’s representative said she would consider adding asthma instruction.

 Mr. Sackett asked which certifications apprentices might receive. The Sponsor’s representative said apprentices might receive any one of three certifications. Mr. Sackett asked if the three certifications were industry recognized. Mr. Sackett asked if apprentices were required to receive a Child Development Associate (CDA) certification in order to complete the program. The Sponsor’s representative said a CDA would not be required to complete, but apprentices would be encouraged to sit for the exam to obtain a CDA. Mr. Sackett asked if CPR was included in the program. The Sponsor’s representative said yes, CPR certification was required by the Maryland State Department of Education. Mr. Sackett and the Sponsor’s representative discussed the impact of Blueprint for Maryland’s Future on the CDA certification and both stated that this program might need to change in the future based on policy related to Blueprint for Maryland’s Future.

 Mr. Klusmann asked if this was one apprenticeship or three apprenticeships. Mr. Klusmann said there were numerous certifications and pathways in this occupation, and he asked how this would be explained to potential apprentices. Mr. Smith said all the pathways, certifications and potential benefits would be explained to the apprentices so the apprentices would be enabled to choose the pathway best suited to them.

 Mr. Klusmann said he did not view this program as apprenticeship.

 A motion to deny this revision was made by Mr. Klusmann and seconded by Mr. Smarte. Chairman Cavey entertained questions on the motion. Mr. Sackett asked if he could make a motion to table this item to the next meeting. Chairman Cavey said a motion to table this item would be considered as a secondary motion and would take precedence over a primary motion. Mr. Sackett made a motion to table this item to allow the Sponsor to make adjustments to this revision and come before the Council at its next meeting. Mr. Smarte seconded Mr. Sackett’s secondary motion, and Mr. Sackett’s secondary motion was unanimously approved (Ms. Butt, Mr. Clinedinst and Mr. Wilson absent).

 Chairman Cavey called for a six-minute comfort break and asked the Council, staff and guests to reconvene at 11:15 a.m. Chairman Cavey brought the meeting back to order at 11:15 a.m. and invited Secretary Wu to make brief remarks.
Secretary Wu said because of a conflict on her schedule she would have to leave this meeting before it completed. Secretary Wu said she appreciated the Council’s hard work. Secretary Wu said she appreciated the long-standing history of some of the trades and the illustrious history of apprenticeship. Secretary Wu said, as she paged through the reviews included with the packet for this meeting, she saw progress with female and diversity goals, but some programs were not doing as well as others. Secretary Wu said there was a need to focus on how programs could improve to reach these goals. Secretary Wu said she knew the Governor was committed to leaving no one behind, and unions, sponsors, schools and stakeholders were committed to these goals. Secretary Wu asked what resources the Council could bring to bear, how the Maryland Department of Labor could help, and what partnerships could be formed to assure the establishment of a diverse pipeline of apprentices.

 Chairman Cavey said the Council was well in tune with diversity goals, and said Mr. Klusmann in particular regularly raised similar concerns in past Council meetings.

**C. PROGRAM REVIEWS [Five (5) or More Apprentices]:**

**1.** Operating Engineers Local 77 JATC (Ginamarie Best). (Item 15)

 Mr. Shmelzer said some of the packets included a full picture of outreach efforts, and asked if this information could be included as a standardized method. Mr. MacLarion said this information would be included in a more standard way at future Council meetings.

 A motion to approve this review was made by Mr. Smarte, seconded by Mr. Bromley and unanimously approved (Ms. Butt, Mr. Clinedinst and Mr. Wilson absent).

1. Baltimore Area Roofers JAC (Coral Crawford). (Item 16)

Ms. Crawford said staff recommended that the Sponsor attend staff’s Next Steps webinar to familiarize itself with Registered Apprenticeship requirements for record keeping, and retain application documents.

 A motion to approve this review including staff recommendations was made by Mr. Smarte, seconded by Mr. Klusmann and unanimously approved (Ms. Butt, Mr. Clinedinst and Mr. Wilson absent).

1. Maryland Division of Corrections (Coral Crawford). (Item 17)

 A motion to approve this review was made by Mr. Smarte, seconded by Mr. Bromley and unanimously approved (Ms. Butt, Mr. Clinedinst and Mr. Wilson absent).

1. Maryland Plumbing, Heating and Cooling Contractors (Coral Crawford). (Item 18)

 Ms. Crawford listed the following staff recommendations: The Sponsor shall keep a record of the outreach events and efforts; the sponsor's outreach shall be proportionate to target minority and female populations; the Sponsor shall continue to request employer acceptance agreements and their supplements in a timely manner.

 A motion to approve this review including staff recommendations was made by Mr. Smarte, seconded by Mr. Sackett and unanimously approved (Ms. Butt, Mr. Clinedinst and Mr. Wilson absent).

1. Sheet Metal Workers Local 100, Washington DC (Coral Crawford). (Item 19)

 A motion to approve this review was made by Mr. Shmelzer, seconded by Mr. Bromley and unanimously approved (Ms. Butt, Mr. Clinedinst and Mr. Wilson absent).

1. Smoothstack (Coral Crawford). (Item 20)

 Mr. Shmelzer asked if this Sponsor established a timeline to change the apprenticeship model to competency based. Ms. Crawford said her staff colleague informed her this change would likely be brought before Council at the May 2023 meeting.
 Mr. Sackett asked for details on the progressive wage as it related to on-the-job training and instructional hours. Mr. MacLarion said instruction in this program was front loaded with roughly 400 hours up front and supplemental related instruction was offered through the length of the program. Mr. MacLarion said the Sponsor planned to bring amendments before Council at the May 2023 meeting to address issues related to the progressive wage.

 A motion to approve this review was made by Mr. Wilford, seconded by Mr. Shmelzer and unanimously approved (Ms. Butt, Mr. Clinedinst and Mr. Wilson absent).

1. The Johns Hopkins Hospital (Coral Crawford). (Item 21)

 Mr. Wilford asked if Ms. Crawford was able to obtain documentation to show apprentices were being paid properly. Ms. Crawford said she was unable to obtain this documentation, but the employer adhered to a collective bargaining agreement. Ms. Crawford said her major concern was that the Sponsor tracked progressive wages and she was able to see progressive wages were being tracked.

 Mr. Smarte asked how long reviews usually took to conduct. Mr. Smarte said he saw the Sponsor only allowed 45 minutes for the review. Mr. Smarte asked if 45 minutes was enough time to conduct this review. Ms. Crawford said 45 minutes was not enough time, especially considering she did not receive any information from the Sponsor before the review. Ms. Crawford said she was able to write the report based on other information she was able to collect, including information collected from Mr. MacLarion. Mr. Smarte said, as a Sponsor, this program’s staff should have been more accommodating and given Ms. Crawford as much time as needed to conduct this review. Mr. Smarte said he estimated some reviews probably required three or four hours, this Sponsor only provided 45 minutes, and Mr. Smarte questioned if this was fair to Ms. Crawford and the Council.
 Mr. MacLarion said staff made every effort to treat all sponsors equally. Mr. MacLarion said under-5 reviews could commonly be conducted in 20 to 60 minutes. Mr. MacLarion said other reviews could take up to eight hours. Mr. MacLarion said another review was conducted by three staff members who put in hours and hours and effort. Mr. MacLarion said this Sponsor was previously reviewed virtually during the COVID-19 pandemic.

 Mr. MacLarion said this Sponsor conducted a “massive amount” of recruiting and recently lost staff. Mr. MacLarion said he agreed with Mr. Smarte, however, the review also triggered state program staff to conduct intensive technical assistance following the review, and this assistance was ongoing. Mr. MacLarion said staff and the Council continually considered mitigating factors when reviewing apprenticeship programs. Mr. Smarte said he wanted to be sure staff received support and due diligence needed from sponsors to conduct reviews properly. Mr. MacLarion said many reviews created regular frustrations for staff, but in many cases, Sponsors worked diligently to address matters that could be occasionally frustrating for staff.

 Mr. Klusmann asked if the review was approved if this would establish another review to be scheduled in roughly two years. Ms. Crawford answered yes. Mr. Klusmann said he would prefer the Sponsor be reviewed sooner.

 Mr. Smarte asked if the Council could require the Sponsor be reviewed in one year. Ms. Crawford answered yes.

 A motion to approve this review and conduct another review in a year was made by Mr. Smarte, seconded by Mr. Klusmann and unanimously approved (Ms. Butt, Mr. Clinedinst and Mr. Wilson absent).

1. Washington DC Electricians JATC IBEW Local 26 (Coral Crawford). (Item 22)

 A motion to approve this review was made by Mr. Shmelzer, seconded by Mr. Bromley and unanimously approved. (Ms. Butt, Mr. Clinedinst and Mr. Wilson absent).

1. Insulators and Allied Workers Local No. 2 JATC (Jennifer Runkles). (Item 23)

 A motion to approve this review was made by Mr. Smarte, seconded by Mr. Shmelzer, Mr. Sackett temporarily stepped away and did not vote on this item, and all other Council members voted yea (Ms. Butt, Mr. Clinedinst and Mr. Wilson absent).

1. Sheet Metal Workers Local 100 Cumberland (Jennifer Runkles). (Item 24)

 A motion to approve this review was made by Mr. Smarte, seconded by Mr. Bromley, and unanimously approved (Ms. Butt, Mr. Clinedinst and Mr. Wilson absent).

1. Harford County Electrical Contractors Association, Inc. (Jeffrey W. Smith). (Item 25)

 Mr. Smith said staff recommendations included this Sponsor working closely and regularly with the apprenticeship navigator who covers Harford County to identify additional outreach opportunities with assistance and guidance with local community-based organizations that specialize in serving underrepresented populations to ensure and encourage applications from diverse groups to increase the potential apprentice candidate pool. Mr. Smith said staff recommended intensive technical assistance and checking the impact of the Sponsor’s outreach efforts after one year from the date of this review.

 A motion to approve this review including staff recommendations was made by Mr. Bromley, seconded by Ms. Anderson and unanimously approved (Ms. Butt, Mr. Clinedinst and Mr. Wilson absent).

1. Carpenters JAC of Philadelphia Pennsylvania (Robert J. Zimberoff). (Item 26)

 Ms. Anderson asked if this Sponsor’s files were adequately up to date. Mr. Zimberoff answered yes, and that staff had recently received updated forms from the Sponsor.

 A motion to approve this review was made by Mr. Smarte, seconded by Mr. Sackett and unanimously approved (Ms. Butt, Mr. Clinedinst and Mr. Wilson absent).

1. Nickle Electric Companies (Robert J. Zimberoff). (Item 27)

 Mr. Shmelzer asked if instructional providers located in Delaware were compliant in providing related instruction documentation to the Sponsor. Mr. Zimberoff said the Sponsor’s files for the apprentices reviewed were in good order.

 A motion to approve this review was made by Mr. Shmelzer, seconded by Mr. Bromley and unanimously approved (Ms. Butt, Mr. Clinedinst and Mr. Wilson absent).

 Mr. Shmelzer departed this Council meeting following the vote on this item to attend another meeting.

1. Seaside Plumbing, Inc. (Robert J. Zimberoff). (Item 28)

 A motion to approve this review was made by Mr. Smarte, seconded by Mr. Bromley and unanimously approved (Ms. Butt, Mr. Clinedinst, Mr. Shmelzer and Mr. Wilson absent).

 **D. PROGRAM REVIEWS [Fewer Than Five (5) Apprentices]:**

**1.** The following program review was performed and the program was found to be conducted in a satisfactory manner. [No Council Action Required]:

a. Allstate Floors – Occupation of Floor Layer (Coral Crawford). (Item 29)

b. Bozzuto Management Company – Occupation of: Building Maintenance Repairer (Coral Crawford). (Item 30)

c. Union Memorial Hospital – Occupations of: Plumber, Electrician, HVAC/R
(Coral Crawford). (Item 31)

d. Dynamic Automotive – Occupation of Automotive Technician Specialist
(Jennifer Runkles). (Item 32)

e. Barnes Electric, Inc. – Occupation of Electrician (Robert J. Zimberoff). (Item 33)

 **E. PROVISIONAL REVIEWS:**

1. Vanguard Enterprises, LLC (Jane Sinclair). (Item 34)

 A motion to approve this review was made by Mr. Sackett, seconded by Mr. Klusmann and unanimously approved (Ms. Butt, Mr. Clinedinst, Mr. Shmelzer and Mr. Wilson absent).

 **2.** Perdue Foods, Inc. (Robert J. Zimberoff). (Item 35)

 A motion to approve this review was made by Mr. Smarte, seconded by Mr. Bromley and unanimously approved (Ms. Butt, Mr. Clinedinst, Mr. Shmelzer and Mr. Wilson absent).

 **F. VOLUNTARY REQUESTS FOR CANCELLATION OF STANDARDS OF APPRENTICESHIP:**

1. Salco Mechanical Contractor. Effective December 1, 2022. (Item 36)

 A motion to approve this cancellation was made by Ms. Anderson, seconded by Mr. Sackett and unanimously approved (Ms. Butt, Mr. Clinedinst, Mr. Shmelzer and Mr. Wilson absent).

**G. OTHER BUSINESS:**

1. Baltimore Area Roofers JAC. Request to award a posthumous Certificate of Completion of Apprenticeship. (Faith Ramsburg). (Item 37)

 A motion to approve this posthumous completion was made by Ms. Anderson, seconded by Mr. Bromley and unanimously approved (Ms. Butt, Mr. Clinedinst, Mr. Shmelzer and Mr. Wilson absent).

1. Plumbers and Steamfitters Local Union 486 JATC. Request to award a posthumous Certificate of Completion of Apprenticeship. (Faith Ramsburg). (Item 38)

A motion to approve this posthumous completion was made by Mr. Smarte, seconded by Mr. Bromley and unanimously approved (Ms. Butt, Mr. Clinedinst, Mr. Shmelzer and Mr. Wilson absent).

1. Associated Builders and Contractors – Metropolitan Washington Chapter – Request for registration of one apprentice Plumber with credit beyond the fifty percent (50%) level for both On-the-Job Training and Related Instruction (Ginamarie Best). (Item 39)

Chairman Cavey stated a Sponsor’s representative was unable to attend this meeting and tabled this item to the next meeting without objection.

1. Steamfitters Local 602, JATC – Request for registration of one apprentice Steamfitter with credit beyond the fifty percent (50%) level for both On-the-Job Training and Related Instruction (Ginamarie Best). (Item 40)

Mr. Smarte said the apprentice completed 4.5 years of the apprenticeship. Mr. Smarte asked if this was a five-year apprenticeship. Ms. Best said this was a five-year apprenticeship.

A motion to approve this registration was made by Mr. Smarte, seconded by Mr. Klusmann and unanimously approved (Ms. Butt, Mr. Clinedinst, Mr. Shmelzer and Mr. Wilson absent).

1. Road Sprinkler Fitters Local Union 669 JATC – Request for registration of one apprentice Sprinkler Fitter with credit beyond the fifty percent (50%) level for On-the-Job Training (Sheila Jackson). (Item 41)

Mr. Smarte asked why the apprentice in Item 41 wasn’t registered right away. Mr. MacLarion said this was a result of transferring the apprentice from a national program to the Maryland program.

A motion to approve the registrations in both Item 41 and Item 42 was made by Mr. Smarte, seconded by Mr. Klusmann and unanimously approved (Ms. Butt, Mr. Clinedinst, Mr. Shmelzer and Mr. Wilson absent).

1. Road Sprinkler Fitters Local Union 669 JATC – Request for registration of one apprentice Sprinkler Fitter with credit beyond the fifty percent (50%) level for On-the-Job Training (Sheila Jackson). (Item 42)

*See Item 41.*

1. Harford Community College – Request for registration of three apprentice Child Care Professionals with credit beyond the fifty percent (50%) level for Related Instruction (Faith Ramsburg). (Item 43)

Mr. Klusmann asked if this request was necessary because of the related instruction and not the on-the-job training. Ms. Ramsburg answered yes.

Mr. Klusmann asked if the apprentices would still be required to meet all the on-the-job training hours required by the program. Mr. MacLarion answered yes.

A motion to approve these registrations was made by Mr. Smarte, seconded by Mr. Bromley and unanimously approved (Ms. Butt, Mr. Clinedinst, Mr. Shmelzer and Mr. Wilson absent).

1. Specialty Granules, Inc. – Request for registration of one apprentice Sprinkler Fitter with credit beyond the fifty percent (50%) level for On-the-Job Training (Jennifer Runkles). (Item 44)

Mr. Sackett asked if this item was for on-the-job training but not related instruction. Mr. Smarte said this request was caused by the Sponsor being new to apprenticeship, and since the program wasn’t registered previously, the Sponsor was giving credit to employees who were already on staff before the program was registered and they had obtained some competencies previous to the program’s registration. Ms. Runkles said Mr. Smarte was correct.

A motion to approve this registration was made by Mr. Smarte, seconded by Ms. Anderson and unanimously approved (Ms. Butt, Mr. Clinedinst, Mr. Shmelzer and Mr. Wilson absent).

**9** Operative Plasterers & Cement Masons Local 891 JAC – Request for After-the-Fact Registration and Completion for four apprentices (Ginamarie Best). (Item 45)

 A motion to approve this registration and completion was made by Mr. Klusmann, seconded by Mr. Bromley and unanimously approved (Ms. Butt, Mr. Clinedinst, Mr. Shmelzer and Mr. Wilson absent).

**10.** Tate Engineering Systems, Inc. – Request for After-the-Fact Registration and Completion for one apprentice (Faith Ramsburg). (Item 46)

Ms. Ramsburg said she was joined by a Sponsor’s representative but the representative had to leave this meeting because of a prior commitment.

 A motion to approve this registration and completion was made by Mr. Smarte, seconded by Mr. Bromley, Ms. Anderson abstained and all other Council members voted yea (Ms. Butt, Mr. Clinedinst, Mr. Shmelzer and Mr. Wilson absent).

**11.** Recommendation for deregistration of Standards of Apprenticeship for the defunct apprenticeship program of F&M Manufacturing Corporation (MATC No. 1945). (Sheila Jackson). (Item 47)

 A motion to approve this deregistration was made by Mr. Wilford, seconded by Mr. Smarte and unanimously approved. (Ms. Butt, Mr. Clinedinst, Mr. Shmelzer and Mr. Wilson absent).

**12.**  Request for the approval of Clark Premier Realty Group to be an eligible employer for the Apprenticeship Maryland Program (Youth) (Ginamarie Best). (Item 48)

Chairman Cavey said Item 48 through Item 88 were requests for approval of Apprenticeship Maryland Program (Youth Apprenticeship) eligible employers. Mr. Cavey entertained a motion to combine Item 48 through Item 88 in one vote.

 A motion to combine items 48 through 88 in one vote was made by Mr. Wilford, seconded by Mr. Bromley and unanimously approved (Ms. Butt, Mr. Clinedinst, Mr. Shmelzer and Mr. Wilson absent).

 A motion to approve items 48 to 88 was made by Mr. Wilford and seconded by Mr. Smarte, Mr. Sackett abstained, and all other Council members voted yea. (Ms. Butt, Mr. Clinedinst, Mr. Shmelzer and Mr. Wilson absent).

 Following the motion but before the vote, Mr. Sackett asked if youth apprenticeship eligible employers would receive future consideration other than approval by this Council. Chairman Cavey said CTE subcommittees were likely to be formed with members that were experts in various industries. Chairman Cavey said these subcommittees would be tasked with evaluating such things as related instruction, industry credentials and certifications, and work processes. Chairman Cavey said these subcommittees would be “expert review teams.” Mr. Sackett asked if these subcommittees would work with Council. Chairman Cavey said he would think the subcommittees and this Council would work together. Ms. Griffith said she thought the subcommittees would technically report to the CTE Committee, but these subcommittees, as public bodies, would likely be enabled to work with this Council as well.

 Mr. Wilford said there were likely to be many CTE subcommittees. Mr. Wilford and Mr. Sackett asked if it was reasonable to expect the Council to work with each and every CTE subcommittee. Chairman Cavey predicted the CTE subcommittees were more likely to work more closely with Maryland public school systems and the Maryland State Department of Education, but this Council would be able to track the results and offer input throughout the process.

 After the vote on this item, Mr. MacLarion thanked State Highway Administration representatives, Maryland State Department of Education representatives, and others for attending this Council meeting which was approaching four hours in length. Mr. MacLarion said hopefully the staff’s peers in state government saw all the consideration and evaluation that the Council dedicates to success in apprenticeship.

**13.** Request for the approval of Linemark to be an eligible employer for the Apprenticeship Maryland Program (Youth) (Ginamarie Best). (Item 49)

 *See Item 48*

**14.** Request for the approval of JRW Enterprises, LLC to be an eligible employer for the Apprenticeship Maryland Program (Youth) (Ginamarie Best). (Item 50)

 *See Item 48*

**15.** Request for the approval of Mudgett’s Auto Body to be an eligible employer for the Apprenticeship Maryland Program (Youth) (Sheila Jackson). (Item 51)

 *See Item 48*

**16.** Request for the approval of Hands On Dental to be an eligible employer for the Apprenticeship Maryland Program (Youth) (Sheila Jackson). (Item 52)

 *See Item 48*

**17.** Request for the approval of Lutheran Social Ministries of Maryland to be an eligible employer for the Apprenticeship Maryland Program (Youth) (Sheila Jackson). (Item 53)

 *See Item 48*

**18.** Request for the approval of M. Davis & Sons to be an eligible employer for the Apprenticeship Maryland Program (Youth) (Faith Ramsburg). (Item 54)

 *See Item 48*

**19.** Request for the approval of Smith & Co. Dental Practitioners to be an eligible employer for the Apprenticeship Maryland Program (Youth) (Faith Ramsburg). (Item 55)

 *See Item 48*

**20.** Request for the approval of Enterprise Masonry Corporation to be an eligible employer for the Apprenticeship Maryland Program (Youth) (Faith Ramsburg). (Item 56)

 *See Item 48*

**21.** Request for the approval of Grizz Custom Cabinets, Inc. to be an eligible employer for the Apprenticeship Maryland Program (Youth) (Faith Ramsburg). (Item 57)

 *See Item 48*

**22.** Request for the approval of Earth, Wood and Fire to be an eligible employer for the Apprenticeship Maryland Program (Youth) (Faith Ramsburg). (Item 58)

 *See Item 48*

**23.** Request for the approval of Mid-Atlantic Steel to be an eligible employer for the Apprenticeship Maryland Program (Youth) (Faith Ramsburg). (Item 59)

 *See Item 48*

**24.** Request for the approval of Hirsch Electric to be an eligible employer for the Apprenticeship Maryland Program (Youth) (Faith Ramsburg). (Item 60)

 *See Item 48*

**25.** Request for the approval of Triangle Sign and Service to be an eligible employer for the Apprenticeship Maryland Program (Youth) (Faith Ramsburg). (Item 61)

 *See Item 48*

**26.** Request for the approval of Tidewater Grille to be an eligible employer for the Apprenticeship Maryland Program (Youth) (Faith Ramsburg). (Item 62)

 *See Item 48*

**27.** Request for the approval of The Goddard School of Bel Air to be an eligible employer for the Apprenticeship Maryland Program (Youth) (Faith Ramsburg). (Item 63)

 *See Item 48*

**28.** Request for the approval of Better Engineering to be an eligible employer for the Apprenticeship Maryland Program (Youth) (Faith Ramsburg). (Item 64)

 *See Item 48*

**29.** Request for the approval of Har-Co Credit Union to be an eligible employer for the Apprenticeship Maryland Program (Youth) (Faith Ramsburg). (Item 65)

 *See Item 48*

**30.** Request for the approval of Uncle’s Hawaiian Grindz to be an eligible employer for the Apprenticeship Maryland Program (Youth) (Faith Ramsburg). (Item 66)

 *See Item 48*

**31.** Request for the approval of First Vehicle Services, Inc. to be an eligible employer for the Apprenticeship Maryland Program (Youth) (Faith Ramsburg). (Item 67)

 *See Item 48*

**32.** Request for the approval of Custom Doors and Hardware, Inc. to be an eligible employer for the Apprenticeship Maryland Program (Youth) (Faith Ramsburg). (Item 68)

 *See Item 48*

**33.** Request for the approval of US-1 Sales and Service to be an eligible employer for the Apprenticeship Maryland Program (Youth) (Faith Ramsburg). (Item 69)

 *See Item 48*

**34.** Request for the approval of Legacy Child Development Center, LLC to be an eligible employer for the Apprenticeship Maryland Program (Youth) (Faith Ramsburg). (Item 70)

 *See Item 48*

**35.** Request for the approval of Fluid Plumbing & Heating to be an eligible employer for the Apprenticeship Maryland Program (Youth) (Faith Ramsburg). (Item 71)

 *See Item 48*

**36.** Request for the approval of Pairings Bistro to be an eligible employer for the Apprenticeship Maryland Program (Youth) (Faith Ramsburg). (Item 72)

 *See Item 48*

**37.** Request for the approval of Harford Tire Services to be an eligible employer for the Apprenticeship Maryland Program (Youth) (Faith Ramsburg). (Item 73)

 *See Item 48*

**38.** Request for the approval of 111 Main, Inc. to be an eligible employer for the Apprenticeship Maryland Program (Youth) (Faith Ramsburg). (Item 74)

 *See Item 48*

**39.** Request for the approval of Kingsville Volunteer Fire Company to be an eligible employer for the Apprenticeship Maryland Program (Youth) (Faith Ramsburg). (Item 75)

 *See Item 48*

**40.** Request for the approval of Survice Engineering Company, LLC to be an eligible employer for the Apprenticeship Maryland Program (Youth) (Faith Ramsburg). (Item 76)

 *See Item 48*

**41.** Request for the approval of MacGregor’s Restaurant to be an eligible employer for the Apprenticeship Maryland Program (Youth) (Faith Ramsburg). (Item 77)

 *See Item 48*

**42.** Request for the approval of Volvo Group Trucks to be an eligible employer for the Apprenticeship Maryland Program (Youth) (Jennifer D. Runkles). (Item 78)

 *See Item 48*

**43.** Request for the approval of Fives Landis Corporation to be an eligible employer for the Apprenticeship Maryland Program (Youth) (Jennifer D. Runkles). (Item 79)

 *See Item 48*

**44.** Request for the approval of Mobile Pathways to be an eligible employer for the Apprenticeship Maryland Program (Youth) (Jennifer D. Runkles). (Item 80)

 *See Item 48*

**45.** Request for the approval of MDOT State Highway Administration to be an eligible employer for the Apprenticeship Maryland Program (Youth) (Jane Sinclair). (Item 81)

 *See Item 48*

**46.** Request for the approval of Calvert County Public Schools to be an eligible employer for the Apprenticeship Maryland Program (Youth) (Jane Sinclair). (Item 82)

 *See Item 48*

**47.** Request for the approval of BUBB Boutique Braidz, LLC to be an eligible employer for the Apprenticeship Maryland Program (Youth) (Jane Sinclair). (Item 83)

 *See Item 48*

**48.** Request for the approval of University of Maryland-Baltimore-Washington Medical Center to be an eligible employer for the Apprenticeship Maryland Program (Youth) (Jane Sinclair). (Item 84)

 *See Item 48*

**49.** Request for the approval of Lighting Maintenance, Inc. to be an eligible employer for the Apprenticeship Maryland Program (Youth) (Jane Sinclair). (Item 85)

 *See Item 48*

**50.** Request for the approval of Lywood Electric, Inc. to be an eligible employer for the Apprenticeship Maryland Program (Youth) (Robert J. Zimberoff). (Item 86)

 *See Item 48*

**51.** Request for the approval of Richard Hazel Salvation Army Boys and Girls Club to be an eligible employer for the Apprenticeship Maryland Program (Youth) (Robert J. Zimberoff). (Item 87)

 *See Item 48*

 **52.** Request for the approval of Hill-Kimmel Contracting to be an eligible employer for the Apprenticeship Maryland Program (Youth) (Robert J. Zimberoff). (Item 88)

 *See Item 48*

**VI. SUPPLEMENTAL AGENDA – NEW BUSINESS**

 **C. PROGRAM REVIEWS [Five (5) or More Apprentices]:**

1. Plumbers and Steamfitters, Local 486 (Coral Crawford). (Item 89)

 A motion to approve this review was made by Mr. Bromley, seconded by Mr. Sackett and unanimously approved (Ms. Butt, Mr. Clinedinst, Mr. Shmelzer and Mr. Wilson absent).

1. Steamfitters Local 602 (Coral Crawford). (Item 90)

 A motion to approve this review was made by Mr. Klusmann, seconded by Mr. Smarte, and unanimously approved (Ms. Butt, Mr. Clinedinst, Mr. Shmelzer and Mr. Wilson absent).

 **F. VOLUNTARY REQUESTS FOR CANCELLATION OF STANDARDS OF APPRENTICESHIP:**

1. Moon Services. Effective March 6, 2023. (Item 91)

A motion to approve this cancellation was made by Mr. Bromley, seconded by Mr. Klusmann, Ms. Anderson abstained, and all other Council members voted yea. (Ms. Butt, Mr. Clinedinst, Mr. Shmelzer and Mr. Wilson absent).

**VII. CLOSING COMMENTS**

Chairman Cavey asked Principal Rose of CAT North to speak and thanked him for his patience.

Mr. Rose said CAT North partnered with the Department of Labor to assist students on the threshold of poverty with competing in the SkillsUSA competition. CAT North students produced a plaque which Mr. Rose presented to Mr. MacLarion as a thank you for the partnership and support.

**VIII. ADJOURNMENT**

Chairman Cavey entertained a motion to adjourn.

A motion to adjourn was made by Mr. Bromley, seconded by Mr. Sackett, and unanimously approved (Ms. Butt, Mr. Clinedinst, Mr. Shmelzer and Mr. Wilson absent).

Respectfully Submitted,

Christopher D. MacLarion

Secretary

Maryland Apprenticeship and Training Council