

# **MINUTES**

**July 6, 2020**

## **COMPLIANCE REVIEW AND RETENTION SUBCOMMITTEE**

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### **DEPARTMENT OF LABOR & INDUSTRIES**

**Joel Sacks  
Director**

**Location:  
ZOOM MEETING**

**1:00 P.M.**

**Chris Bowe  
Secretary of the Council**

**THEY WHO SERVE APPRENTICESHIP  
SERVE OUR NATION**

# COMPLIANCE REVIEW AND RETENTION SUBCOMMITTEE

July 6, 2020

1:00 PM

## MINUTES

**MEETING CALLED TO ORDER** @ 1:02 by Chair Riker

**ROLL CALL: Present:** Mark Riker, James Owens, Jesse Cote, Kenny Branson, Kenna May, Peter Guzman, Ron Storvick **Absent:** Karen Dove

**REPORTS:** Joint Retention and Recruitment Committee – No report given.

### UNFINISHED BUSINESS:

1. Independent Technicians Automotive Committee (ITAC)
  - Insufficient Data to determine administrative compliance.
  - Program to remain provisional through the first full training cycle and reappear at the April 2021 CRRS meeting.
  - M/S/C to approve.

### ITEMS FROM THE DEPARTMENT:

2. Apprenti
  - After review of the data and records submitted by Apprenti to the Department, and relevant ARTS reports, it is my recommendation that the Apprenti program be assigned an Administrative Corrective Action Plan (CAP) to address the non-compliant activity outlined in this report.
    - A. Timely submission of all apprentice RSI and OJT hours.
    - B. Timely submission of all apprentice status records including registrations, suspensions, completions, cancellations, probation completion, and step upgrades.
    - C. Complete and accurate apprentice records per WAC and RCW requirements.  
To include:
      1. Copies of completion certificates for competency-based requirements as listed in the standards under Section VII.
      2. Records of apprentice's On-the-job training.
      3. Signed and completed Washington State apprenticeship agreements.
    - D. Timely submission of all Training Agent agreements.
  - Program to transfer all actively registered apprentices not residing within the program's Geographic Area as identified in their Washington State Standards of Apprenticeship to the appropriate registration agency having jurisdiction.
  - Additionally, the program submit quarterly Progress Reports for addressing non-compliant activity outlined in this report to the WSATC's compliance Review and Retention Sub-committee (CRRS) via the Department. Reports due 15 calendar days

- prior to each quarterly WSATC meeting.
- M/S/C to approve.

## **April 2019 CRRS AGENDA ITEMS:**

### **NEW STANDARDS: (Permanent Registration)**

#### **Region 2a**

3. Healthcare Apprenticeship Consortium
  - Insufficient data to determine administrative compliance.
  - Program to remain provisional through the first full training cycle and appear at the October 2021 CRRS meeting.
  - M/S/C to approve.

#### **Region 3b**

4. ACTIV - Accelerated Career Training and Innovation
  - In compliance for administrative procedures for the provisional year.
  - Program to receive permanent registration.
  - M/S/C to approve

#### **Region 4b**

5. Evergreen Rural Water of Washington Apprenticeship Committee
  - In compliance for administrative procedures for the provisional year.
  - Program to receive permanent registration.
  - M/S/C to approve.

#### **Region 4a**

6. Great Rivers Behavioral Health Organization Apprenticeship
  - In compliance for administrative procedures for the provisional year.
  - Program to receive permanent registration.
  - M/S/C to approve.

### **NEW BUSINESS:**

#### **Region 1**

7. Northwest Washington Electrical Industry Joint Apprenticeship and Training Committee
  - In compliance for minority participation for 2019.
  - In compliance for female participation by good faith effort for 2019.
  - In compliance for administrative procedures for 2019.
  - M/S/C to approve.

8. Washington State UBC JATC
  - In compliance for minority participation by numbers for 2019.
  - In compliance for female participation by good faith effort for 2019.
  - In compliance for administrative procedures for 2019.
  - M/S/C to approve.

**Region 3b**

9. Pierce County Meatcutters Apprenticeship Committee
  - In compliance for minority participation by numbers for 2019.
  - In compliance for female participation by good faith effort for 2019.
  - Out of compliance for administrative procedures for 2019.
  - Program to work with assigned apprenticeship consultant to develop and implement a detailed Corrective Action Plan addressing the administrative issues as identified in the Program Managers Report.
  - Program to provide quarterly progress reports on administrative issues to the Department.
  - M/S/C to approve.

**Region 5**

10. Eastern Washington - Northeast Oregon Pipe Trades Apprenticeship Committee
  - In compliance for minority participation by good faith effort for 2019.
  - In compliance for female participation by good faith effort for 2019.
  - In compliance for administrative procedures for 2019.
  - Program to work with assigned apprenticeship consultant to develop and implement a Field Action Plan addressing administrative concerns.
  - M/S/C to approve.

**Region 6b**

11. Pacific Northwest Ironworkers & Employers Apprenticeship and Training Committee  
Local #14
  - In compliance for minority participation by numbers for 2019.
  - Out of compliance for female participation for 2019.
  - In compliance for administrative procedures for 2019.
  - Program to work with their assigned Apprenticeship Consultant to review and revise if needed the Selection Procedures as listed in the Program standards.
  - M/S/C to approve.
12. Western States Operating Engineers Training Institute
  - In compliance for minority participation by good faith effort for 2019.
  - In compliance for female participation by good faith effort for 2019.
  - In compliance for administrative procedures for 2019.
  - Program to continue to work with assigned Apprenticeship Consultant on the current Field Action Plan and revise as needed.

- Program to provide quarterly updates regarding administrative progress to the Department.
- M/S/C to approve.

## **APRIL 2019 ADMINISTRATIVE REVIEWS:**

### **In Compliance:**

M/S/C to approve items 13 to 17.

13. Barber & Beauty Lounge by Consele Apprenticeship
14. Clark County P.U.D. No. 1 Apprenticeship Committee
15. Franklin P.U.D. - Local 77 IBEW Apprenticeship Committee
16. Hampton Lumber Mills Washington Operations - Darrington
17. Vera Water and Power

### **Out of Compliance:**

18. Ardagh Group/GMP Maintenance In-Plant Apprenticeship Committee
  - Out of compliance for administrative procedures for 2019.
  - Program to work with assigned Apprenticeship Consultant to develop and implement a detailed Corrective Action Plan addressing the administrative deficiencies as outlined in the Program Managers report. Program to submit CAP to the Department within 60 days.
  - Program to provide quarterly progress reports to the Department regarding CAP activities
  - Failure to provide CAP timely to the Department or failure to administer CAP as required shall result in Deregistration Procedures pursuant to WAC296-05-200.
  - Sponsor to perform a revision of standards to bring the program's standards in compliance with WAC296-05.
  - M/S/C to approve.
19. Ardagh Group Moldmaker Apprenticeship Committee
  - Out of compliance for administrative procedures for 2019.
  - Program to work with assigned Apprenticeship Consultant to develop and implement a detailed Corrective Action Plan addressing the administrative deficiencies as outlined in the Program Manger's report. Program to submit CAP to the Department within 60 days.
  - Program to provide quarterly progress reports to the Department regarding CAP activities.
  - Failure to provide CAP timely to the Department or failure to administer CAP as required shall result in Deregistration procedures pursuant to WAC296-05-200.
  - M/S/C to approve.

20. City of Richland, Energy Services Department, Local Union 77, IBEW Apprenticeship Committee

- Out of compliance for administrative procedures for 2019.
- Program to work with assigned apprenticeship consultant to develop and implement a detailed Field Action Plan to correct the administrative deficiencies as outline in the Program Manager's report.
- Field Action Plan to be submitted within 60 days to the Department
- M/S/C to approve.

**JULY 2019 CRRS AGENDA ITEMS:**

**NEW STANDARDS: (Permanent Registration)**

**Region 3b**

1. Blades Apprenticeship Program
  - Out of compliance for administrative procedures for provisional year.
  - Program to have provisional registration approval rescinded.
  - M/S/C to approve.

**NEW BUSINESS:**

**Region 1**

2. Dimensional Communications
  - In compliance for minority participation by good faith effort for 2019.
  - Out of compliance for female participation for 2019.
  - In compliance for administrative procedures for 2019.
  - Program to work with their assigned Apprenticeship Consultant to review and revise their recruitment and outreach plan to specifically address the recruitment of women and minorities into the program. Plan to be submitted within 60 days to the Department.
  - M/S/C to approve.

**JULY 2019 ADMINISTRATIVE REVIEWS:**

**In Compliance:**

3. City of Sumas Lineman Apprenticeship Committee
  - In compliance for administrative procedures for 2019.
  - M/S/C to approve.

4. Community Transit/I.A.M. District 160 Apprenticeship Committee (*Jesse Cote recused himself*)
  - In compliance for administrative procedures for 2019.
  - **M/S/C** to approve.
  
5. Wyser Construction Company, Inc.
  - In compliance for administrative procedures for 2019.
  - **M/S/C** to approve.

**Out of Compliance:**

6. Atarashii Apprentice Program
  - Out of compliance for administrative procedures for 2019.
  - Program to work with assigned Apprenticeship Consultant to develop and implement a detailed Field Action Plan to address the administrative issues as outlined in the Program Manager’s report within 60 days.
  - **M/S/C** to approve.

**DATE AND LOCATION OF NEXT MEETING:**

October 14, 2020	Spokane	The Historical Davenport Hotel
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**FUTURE MEETING SITES:**

January 20, 2021	Tumwater	Department of Labor & Industries
April 14, 2021	Vancouver	The Heathman
July 14, 2021	Tumwater	Department of Labor & Industries

**ADJOURNMENT**