

MINUTES

April 20, 2022

COMPLIANCE REVIEW AND RETENTION SUBCOMMITTEE

DEPARTMENT OF LABOR & INDUSTRIES

**Joel Sacks
Director**

Location: Zoom

10:00 A.M.

**Celeste Monahan
Secretary of the Council**

**THEY WHO SERVE APPRENTICESHIP
SERVE OUR NATION**

COMPLIANCE REVIEW AND RETENTION SUBCOMMITTEE

April 20, 2022

10:00 AM

MINUTES

MEETING CALLED TO ORDER @ 10:00 by Chair D'Hondt

ROLL CALL: Present: Dave D'Hondt, Jeremy Clevenger, Jesse Cote, Karen Dove, Kenna May, Mark Riker, Steve Harper **Absent:** Kenny Branson

REPORTS:

Joint Retention and Recruitment Committee

Jason Petrait gave his report.

Compliance Specialist's Report

Brittany Craighead provided her report. **M/S/C** to approve and attach to the minutes of this meeting. **M/S/C** to close Corrective Action Plans for Operating Engineers Regional Training Program JATC, Aerospace Joint Apprenticeship Committee, Pierce County Roofers Joint Apprenticeship Training Committee, Northwest Line Construction Industry JATC.

UNFINISHED BUSINESS:

1. Ardagh Group/GMP In-Plant Maintenance Apprenticeship Committee
 - **M/S/C** to approve the report.

ITEMS FROM THE DEPARTMENT:

2. Aerospace Joint Apprenticeship Committee (*Jesse Cote recused himself*)
 - The Department recommends that the AJAC program be found out of compliance with WAC296-05-011 as the program no longer meets the definition of a group-joint program.
 - AJAC program to work with the assigned Apprenticeship Consultant to revise the current standards to become compliant with WAC rule and submit a Request for Revision of Standards to include program type designation for the October 2022 Washington State Apprenticeship and Training Council Meeting.
 - Failure to comply with the above findings may result in Deregistration Procedures pursuant to WAC296-05-200.
 - **M/S/C** to approve.

APRIL 2022 CRRS AGENDA ITEMS:

NEW STANDARDS: (Permanent Registration)

Region 2b

3. Washington State Controls Specialist Apprenticeship Committee - Controls Program
 - In compliance for administrative procedures for the Provisional year.
 - Recommend program to receive permanent registration.
 - M/S/C to approve.

Region 1a

4. Aviation Technical Services
 - In compliance for administrative procedures for the Provisional year.
 - Recommend program to receive permanent registration.
 - M/S/C to approve.

NEW BUSINESS:

Region 6b

5. LU 112 - NECA Electrical Apprenticeship Committee
 - In compliance for minority participation by good faith effort for 2021.
 - In compliance for female participation by good faith effort for 2021.
 - In compliance for administrative procedures for 2021.
 - M/S/C to approve.
6. Operating Engineers Regional Training Program JATC
 - Out of compliance for minority participation for 2021.
 - In compliance for female participation by good faith effort for 2021.
 - In compliance for administrative procedures for 2021.
 - M/S/C to approve.

Member Riker left the meeting.

7. Washington Construction Teamsters Apprenticeship Committee
 - In compliance for minority participation by numbers for 2021.
 - In compliance for female participation by good faith effort for 2021.
 - In compliance for administrative procedures for 2021.
 - M/S/C to approve.

APRIL 2022 ADMINISTRATIVE REVIEWS:

In Compliance:

M/S/C to approve items 8 through 20, all are found to be in administrative compliance for the review year.

8. Axiall Corporation, a Westlake Company
9. Greater Puget Sound Electrical Workers Apprenticeship Committee
10. Hoquiam Fire Department Apprenticeship Committee
11. King County Metro Transit/ATU 587 Apprenticeship Committee
12. PUD #1 of Wahkiakum County Apprenticeship
13. Puget Sound Electrical Joint Apprenticeship and Training Committee
14. Schweitzer Engineering Laboratories
15. Snohomish County P.U.D. Number 1 Apprenticeship Committee
16. Tacoma School District #10 CTE Apprenticeship
17. Tranquility Day Spa Apprenticeship Program
18. Vertical Options Elevator Apprenticeship Program
19. Washington Public School Classified Employees Apprenticeship Committee
20. Wenatchee School District Apprenticeship Program

Out of Compliance: NONE

DATE AND LOCATION OF NEXT MEETING:

July 20, 2022	Zoom	Department of Labor & Industries
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FUTURE MEETING SITES:

October 19, 2022	Zoom	Department of Labor & Industries
January 18, 2023	Zoom	Department of Labor & Industries
April 19, 2023	Zoom	Department of Labor & Industries

Jesse Cote and other members of the subcommittee thanked the Department for all of their good work.

ADJOURNMENT @ 10:34 by Chair D’Hondt

April 2022 Compliance Review and Retention Sub-Committee

Compliance Specialist Report

Corrective Action Plans (CAP) - Updates by Quarter Assigned:

July 2020:

- **Ardagh Group Moldmaker Apprenticeship Committee #153-** Program submitted timely a detailed Corrective Action Plan as required by the CRRS. CAP was reviewed by the Department and found to meet the requirements as listed in the CRRS Findings Letter dated July 31, 2020.
 - Currently the program has 1 active apprentice.

- **Ardagh Group/GMP Maintenance In-Plant Apprenticeship Committee #510-** Program has submitted a Corrective Action Plan as required by the CRRS in the Findings letter dated October 28, 2021. (was originally assigned at the July 2020 CRRS meeting) Sponsor has made some progress towards the action items assigned by the CRRS at the October 20th, 2021 meeting, but has not completed all action items. Program still has outstanding apprentice RSI and OJT hours not reported for.
 - Sponsor was seen at the October 2021 CRRS meeting where they were given a deadline of 60 days (December 27, 2021) to come fully into administrative compliance or face deregistration.
 - The Sponsor requested an extension at the January 2022 CRRS meeting of 60 days to fulfill the original requirement from the October 2021 meeting, which the CRRS granted. New due date for records to be updated was March 21, 2022.
 - Apprenticeship Consultant Husband has worked diligently to assist the sponsor. The program has made some progress, however most of the corrective actions needed to be taken will require the program to submit multiple documents to the department to update their administrative records in ARTS which she informed them of numerous times following the October 2021 CRRS Meeting. As of April 7, 2022 the program has submitted the forms but they were well past the due date of March 21, 2022, (documents were submitted April 7, 2022) and the department has not had an opportunity to review and approve the correction requests.
 - Program did submit a report to the CRRS regarding the concerns discussed at the January CRRS meeting around their ability to deliver RSI. (Agenda item #1 under unfinished business.)

October 2020

- **Operating Engineers Regional Training Program JATC #58-** Program submitted timely a detailed Corrective Action Plan as required by the CRRS. CAP was reviewed by the Department and found to meet the requirements as listed in the CRRS Findings Letter dated October 28, 2020.
 - Program has worked diligently to update all apprentice records including hour reports and step updates.
 - Program has completed all goals outlined in their CAP successfully.

- *It is the Departments recommendation that the Administrative Corrective Action Plan assigned to the Operating Engineers Regional Training Program JATC be closed by the CRRS.*

- **Northeastern Washington-Northern Idaho Sheet Metal Apprenticeship Committee #152-** Program submitted a detailed Corrective Action Plan as required by the CRRS. CAP was reviewed by the Department and found to meet the requirements as listed in the CRRS Findings Letter dated October 28, 2020.
 - Program is diligently working towards increasing their female and minority apprentice #s and evaluating recruitment and outreach efforts.
 - Program continues to work actively with their assigned Apprenticeship Consultant on the CAP activities.

- **Inland Northwest Masonry Apprenticeship Committee #160-** Program submitted a detailed Corrective Action Plan as required by the CRRS. CAP was reviewed by the Department and found to meet the requirements as listed in the CRRS Findings Letter dated October 28, 2020.
 - Program is diligently working towards increasing their female apprentice #s.
 - Program is preparing to come out of their slow season and is actively looking at how to increase their recruitment activities to reach more Women. Open apprentice spots are unavailable at this time but they anticipate 2 apprentices journeying out so that will allow for new registrations.

- **Peninsula Light Company Apprenticeship Committee #524-** Program has submitted a Corrective Action Plan as required by the CRRS in the Findings Letter dated October 28, 2020.
 - Program has made significant progress towards gaining and maintaining administrative compliance with reporting.
 - Program has 3 active apprentice and continues to monitor and report progress.

January 2021

- **Aerospace Joint Apprenticeship Committee #1828-** Program was assigned an Administrative Corrective Action Plan at the January 2021 CRRS meeting. Program did submit the CAP timely to the department. Department reviewed the submitted CAP and determined that it does meet the requirements as listed in the CRRS Findings Letter dated January 28th, 2021.
 - Program has made significant progress towards gaining and maintaining administrative compliance with reporting, including allocating more administrative staff to support the committee's actions and apprentice progression through the ARTs system.
 - Program has completed all goals outlined in their CAP successfully.

- *It is the Departments recommendation that the Administrative Corrective Action Plan assigned to the Aerospace Joint Apprenticeship Committee be closed by the CRRS.*

- **Johnson Controls Fire Protection Apprenticeship Committee #1808-** Program was assigned an Equal Employment Opportunity Corrective Action Plan at the January 2021 CRRS meeting. Program submitted timely to the department an EEO Corrective Action Plan.
 - Committee has been reviewing and revising if needed the current Recruitment and Outreach activities. As well as keeping the recruitment and outreach efforts as a topic at every committee meeting.
 - Committee has reached out to active Pre-Apprenticeship Programs on potential partnership opportunities.
 - Recently Johnson Controls lost 2 Journey level Sprinkler fitters due to the company's descaling its workforce which has hindered their ability to register new apprentices.

- **Pierce County Roofers Joint Apprenticeship Training Committee #116-** Program was assigned an Administrative Corrective Action Plan at the January 2021 CRRS meeting. Program did submit the CAP timely to the department. Department reviewed the submitted CAP and determined that it does meet the requirements as listed in the CRRS Findings Letter dated January 28th, 2021.
 - Program has made significant progress towards gaining and maintaining administrative compliance with reporting.
 - Program continues to actively work with the assigned Apprenticeship Consultant on their CAP requirements.
 - Committee has taken an active interest in the CAP activities as well and monitors the progress closely.
 - Program has completed all goals outlined in their CAP successfully.

- *It is the Departments recommendation that the Administrative Corrective Action Plan assigned to the Pierce County Roofers Joint Apprenticeship Training Committee be closed by the CRRS.*

- **Washington State Fire Fighters Joint Apprenticeship and Training Committee #1499-** Following the Sponsors appearance at the April 2021 CRRS meeting, they have submitted a CAP as requested. Department reviewed the submitted CAP and determined that it does meet the requirements as listed in the CRRS Findings Letter dated January 28th, 2021.
 - Program continues to make progress towards meeting administrative compliance.
 - Program has hired a new full time admin to focus solely on records corrections and ARTS updating.
 - Department is requesting a CAP Progress report from the program to be submitted for the July 2022 CRRS meeting.

- **Northwest Line Construction Industry JATC #487-** Program was assigned an Administrative Corrective Action Plan at the April 2021 CRRS meeting. Program did submit the CAP timely to the department. Department reviewed the submitted CAP and determined that it does meet the requirements as listed in the CRRS Findings Letter dated April 27th, 2021.
 - Program has hired additional staff to assist in the administrative reporting of the program.
 - Additional training on the ARTS system has been provided to all staff as well as a review of internal procedures to ensure alignment with state apprenticeship requirements.
 - Committee has met and allocated additional scholarship funds to help Women and minority apprentices in the program.
 - Program has completed all goals outlined in their CAP successfully.

- *It is the Departments recommendation that the Administrative Corrective Action Plan assigned to the Northwest Line Construction Industry JATC be closed by the CRRS.*

July 2021

- **UA Sprinkler Fitter Local 669 Joint Apprenticeship and Training Committee #286-** Program assigned an Administrative Corrective Action Plan at the July 2021 CRRS meeting. Program did submit the CAP timely. Department reviewed the submitted CAP and determined that it does meet the requirements as listed in the CRRS Findings Letter dated August 3rd, 2021.
 - Program has made significant progress towards gaining and maintaining administrative compliance with reporting.
 - Program committee is actively reviewing their CAP activities and progress.
 - Program continues to actively work with the assigned Apprenticeship Consultant on their CAP requirements.

- **Western States Boilermakers Apprenticeship Committee #246-** Program assigned an Administrative Corrective Action Plan at the July 2021 CRRS meeting. Program did submit the CAP timely. Department reviewed the submitted CAP and determined that it does meet the requirements as listed in the CRRS Findings Letter dated August 30th, 2021.
 - Program has made significant progress towards gaining and maintaining administrative compliance with reporting.
 - Program continues to actively work with the assigned Apprenticeship Consultant on their CAP requirements.

- **Weyerhaeuser Company Apprenticeship Committee #200-** Program assigned an Administrative Corrective Action Plan at the July 2021 CRRS meeting. Program did submit the CAP timely. Department reviewed the submitted CAP and determined that it does meet the requirements as listed in the CRRS Findings Letter dated August 3rd, 2021.
 - Program has made significant progress towards gaining and maintaining administrative compliance with reporting.
 - Program continues to actively work with the assigned Apprenticeship Consultant on their CAP requirements as well as updating their RSI plan.
 - Program recently went through ARTS training with their consultant.

- **Construction Industry Training Council of Washington – Plumber #636-** Program assigned an EEO Corrective Action Plan at the July 2021 CRRS meeting to address the recruitment of women

and minorities. Program did submit the CAP timely. Department reviewed the submitted CAP and determined that it does meet the requirements as listed in the CRRS Findings Letter dated August 3rd, 2021.

- Program is diligently working towards increasing their female and minority apprentice #s to include the registration of 1 new minority apprentice.
 - Committee is evaluating recruitment and outreach efforts on a regular/quarterly basis.
 - Program continues to work actively with their assigned Apprenticeship Consultant on the CAP activities.
- **Construction Industry Training Council of Washington - Sheet Metal Worker #637-** Program assigned an EEO Corrective Action Plan at the July 2021 CRRS meeting to address the recruitment of women. Program did submit the CAP timely. Department reviewed the submitted CAP and determined that it does meet the requirements as listed in the CRRS Findings Letter dated August 3rd, 2021.
 - Program is diligently working towards increasing their female and minority apprentice #s and evaluating recruitment and outreach efforts on a regular/quarterly basis.
 - Program continues to work actively with their assigned Apprenticeship Consultant on the CAP activities.

October 2021

- **Firestop and Containment Workers Joint Apprenticeship Training Program #1812-** Program assigned an Administrative Corrective Action Plan at the October 2021 CRRS meeting. Program did submit the CAP timely. Department reviewed the submitted CAP and determined that it does meet the requirements as listed in the CRRS Findings Letter dated October 28, 2021.
 - Program is actively working with their apprenticeship consultant on getting ARTS reporting up to date and accurate.
 - Program has implemented internal reminders to assist in timely reporting.
- **Heat and Frost Insulators Workers Joint Apprenticeship Training Program #80-** Program assigned an Administrative Corrective Action Plan at the October 2021 CRRS meeting. Program did submit the CAP timely. Department reviewed the submitted CAP and determined that it does meet the requirements as listed in the CRRS Findings Letter dated October 28, 2021.
 - Program is actively working with their apprenticeship consultant on getting ARTS reporting up to date and accurate.
 - Program has implemented internal reminders to assist in timely reporting.
- **Northwest Laborers Apprenticeship Committee #71-** Program assigned an Administrative Corrective Action Plan at the October 2021 CRRS meeting. Program did submit the CAP timely. Department reviewed the submitted CAP and determined that it does meet the requirements as listed in the CRRS Findings Letter dated October 28, 2021.
 - Program has made significant progress towards gaining and maintaining administrative compliance with reporting.
 - Program continues to actively work with the assigned Apprenticeship Consultant on their CAP requirements.
 - The committee has taken an active interest in the CAP activities as well and monitors the progress closely.
 - Program has increased their knowledge and use of the ARTS system to track apprentices and this has assisted the program immensely.

- **Evco Sound & Electronics Inc. #43-** Program assigned a Corrective Action Plan to address their deficient Female and minority apprentice #'s at the October 2021 CRRS meeting. Program did submit the CAP timely. Department reviewed the submitted CAP and determined that it does meet the requirements as listed in the CRRS Findings Letter dated October 28, 2021.
 - Program is diligently working towards increasing their female and minority apprentice #'s and evaluating recruitment and outreach efforts on a regular/quarterly basis.
 - Program continues to work actively with their assigned Apprenticeship Consultant on the CAP activities.

This concludes my report Mr. Chair.

Brittany Craighead

Brittany Craighead

Apprenticeship Compliance Specialist

Labor and Industries, Washington State