

MINUTES

October 16, 2024

COMPLIANCE REVIEW AND RETENTION SUBCOMMITTEE

DEPARTMENT OF LABOR & INDUSTRIES

**Joel Sacks
Director**

**Location:
Northern Quest Resort & Casino
100 N. Hayford Rd.
Airway Heights, WA 99001**

10:00 A.M.

**Celeste Monahan
Secretary of the Council**

**THEY WHO SERVE APPRENTICESHIP
SERVE OUR NATION**

COMPLIANCE REVIEW AND RETENTION SUBCOMMITTEE

October 16, 2024

10:00 AM

MINUTES

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

ROLL CALL: Present: Dave D'Hondt, Jeremy Clevenger, Karen Dove, Kenna May, Halene Sigmund, Brett Wideman **Absent:** Jesse Cote

REPORTS:

Joint Retention and Recruitment Committee – No one in attendance to give a report.

Compliance Specialist's Report – Brittany Craighead provided her report. M/S/C to approve and attach to the minutes of this meeting.

UNFINISHED BUSINESS:

ITEMS FROM THE DEPARTMENT:

NONE

OCTOBER 2023 CRRS AGENDA ITEMS:

NEW STANDARDS: (Permanent Registration)

Region 1

1. Rob's Electric Inc. Apprenticeship & Training
 - Out of compliance for administrative procedures for the Provisional year.
 - Program failed to register an apprentice during the provisional year (CFR29.29.3.g.2, CFR29.29.6.a.1)..
 - Recommend to rescind program's provisional status (WAC296.05.109.5).
 - M/S/C to approve.
2. Rockwell Electric, Inc. Apprenticeship & Training
 - Insufficient data to determine administrative compliance.
 - Recommend program to remain provisional through the first full training cycle.
 - M/S/C to approve.

Region 6b

3. Greater Spokane Electrical Training Apprenticeship
 - In compliance for administrative procedures for the Provisional Year.
 - Recommend program to receive Permanent Registration Status.
 - M/S/C to approve.

NEW BUSINESS:

Region 2a

4. AJAC - Maintenance Apprenticeship Committee
 - In compliance for minority participation by numbers for 2023.
 - In compliance for female participation by good faith effort for 2023.
 - In compliance for administrative procedures for 2023.
 - M/S/C to approve.
5. AJAC - Production Apprenticeship Committee
 - In compliance for minority participation by good faith effort for 2023.
 - In compliance for female participation by good faith effort for 2023.
 - In compliance for administrative procedures for 2023.
 - M/S/C to approve.
6. Puget Sound Electrical Joint Apprenticeship and Training Committee
 - In compliance for minority participation by good faith effort for 2023.
 - In compliance for female participation by good faith effort for 2023.
 - In compliance for administrative procedures for 2023.
 - M/S/C to approve.
7. Western Washington Masonry Trades Apprenticeship Committee
 - In compliance for minority participation by number for 2023.
 - Out of compliance for female participation for 2023.
 - In compliance for administrative procedures for 2023.
 - M/S/C to approve.

Region 3b

8. Independent Technicians Automotive Committee (ITAC)
 - Out of compliance for minority participation for 2023.
 - In compliance for female participation by good faith effort for 2023.
 - Out of compliance for administrative procedures for 2023.
 - Program to continue to work with their consultant on their current CAP, program to review their CAP and update as needed.
 - M/S/C to approve.

Region 5

9. Southeastern Washington/Northeastern Oregon Sheet Metal Workers Apprenticeship Committee
 - In compliance for minority participation by good faith effort for 2023.
 - Out of compliance for female participation for 2023.
 - In compliance for administrative procedures for 2023.
 - M/S/C to approve.

Region 6a

10. Inland Northwest Chapter Associated General Contractors Laborers Apprenticeship Committee
 - In compliance for minority participation by good faith effort for 2023.
 - In compliance for female participation by good faith effort for 2023.
 - In compliance for administrative procedures for 2023.
 - M/S/C to approve.
11. Inland Northwest Chapter Associated General Contractors Operators AC
 - In compliance for minority participation by good faith effort for 2023.
 - Out of compliance for female participation for 2023.
 - In compliance for administrative procedures for 2023.
 - M/S/C to approve.
12. Johnson Controls Fire Protection Apprenticeship Committee
 - Out of compliance for minority participation for 2023.
 - Out of compliance for female participation for 2023.
 - In compliance for administrative procedures for 2023.
 - M/S/C to approve.

Region 6b

13. CHAS Health
 - In compliance for minority participation by numbers for 2023.
 - In compliance for female participation by numbers for 2023.
 - In compliance for administrative procedures for 2023.
 - M/S/C to approve.
14. CHAS Health Medical Assistant Apprenticeship
 - In compliance for minority participation by numbers for 2023.
 - In compliance for female participation by numbers for 2023.
 - In compliance for administrative procedures for 2023.
 - M/S/C to approve.
15. Inland Power and Light Co Apprenticeship Committee
 - Out of compliance for minority participation for 2023.
 - Out of compliance for female participation for 2023.

- In compliance for administrative procedures for 2023.
 - M/S/C to approve.
16. Northeastern Washington-Northern Idaho Sheet Metal Apprenticeship Committee
- Out of compliance for minority participation for 2023.
 - Out of compliance for female participation for 2023.
 - In compliance for administrative procedures for 2023.
 - M/S/C to approve.
17. Titan Electrical Apprenticeship & Training
- In compliance for minority participation by numbers for 2023.
 - In compliance for female participation by good faith effort for 2023.
 - In compliance for administrative procedures for 2023.
 - M/S/C to approve.

OCTOBER 2023 ADMINISTRATIVE REVIEWS:

In Admin Compliance: M/S/C to approve items 18-24.

- 18. Axiall Corporation, a Westlake Company
- 19. Centralia City Light Apprenticeship Committee
- 20. King County Metro Transit Joint Apprenticeship Committee
- 21. Klickitat PUD No. 1 Apprenticeship Committee
- 22. Orcas Power & Light Cooperative
- 23. Skamania P.U.D. NO.1 Apprenticeship Committee
- 24. Washington State Controls Specialist Apprenticeship Committee - Controls Programmer

Out of Admin Compliance: M/S/C to approve item #25.

- 25. Department of Social & Health Services Trades Apprenticeship Program

DATE AND LOCATION OF NEXT MEETING:

January 15, 2025	Tumwater	Zoom
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FUTURE MEETING SITES:

April 23, 2025	TBD	TBD
July 16, 2025	Tumwater	Department of Labor & Industries
October 15, 2025	Spokane	Spokane

ADJOURNMENT @ 10:23a.m. by Chair D’Hondt.

Dave's recommendation to CRRS to vote: It is the Department's recommendation that the Corrective Action Plans assigned to the Northeastern Washington-Northern Idaho Sheet Metal Apprenticeship Committee & the Johnson Controls Fire Protection Apprenticeship Committee be closed by the CRRS.

October 2024 Compliance Review and Retention Sub-Committee Compliance Specialist Report

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

October 2020

- **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.
 - 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.
 - Currently the program has 5 female apprentices and 15 minorities with 7 veterans.
 - Program has been focused on developing strong partnerships with other organizations and Pre-Apprentice programs such as the STP and Local TERO offices.

It is the department's recommendation to close the Corrective Action Plan assigned to the Northeastern Washington-Northern Idaho Sheet Metal Apprenticeship Committee

January 2021

- **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.
 - After numerous Committee meetings, the committee has decided to request the approval of a revision of standards from the WSATC as they do not anticipate registering more than 4 apprentices at any time.
 - Program will be requesting Exemption from Section III for less than 5 apprentices at Thursdays WSATC meeting.

It is the department's recommendation to close the Corrective Action Plan assigned to the Johnson Controls Fire Protection Apprenticeship Committee

October 2024 Compliance Review and Retention Sub-Committee

Compliance Specialist Report

October 2021

- **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's submitted Progress report shows a lack of any activities. The department recommends that the program appear before the CRRS in October to get an explanation from them regarding their lack of CAP activities.

October 2022

- **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, 2022. This is the second CAP that has been assigned to the program since 2020. Program has committed to fulfilling the CAP as stated to the CRRS at the October 2022 Meeting.
 - Program has had only 3 submitted applications as of 9/27/24, none were from Female applicants.
 - Department will discuss reviewing and updating their Recruitment and outreach efforts and assist in connecting them with organizational partners.
- **Western Washington Masonry Trades Apprenticeship Committee #87-** Program has submitted a Corrective Action Plan as required by the CRRS in the Findings Letter dated October 28, 2022. CAP was reviewed by the Department and found to meet the requirements.
 - Program has made significant progress towards becoming administratively compliant with reporting.
 - Program committee is actively reviewing their CAP activities and progress.
 - Program continues to actively work with their Apprenticeship Consultant on standards revisions to bring their program into compliance. A revision was submitted for WSATC consideration at the October meeting.
- **City of Richland, Energy Services Department, Local Union 77, IBEW Apprenticeship Committee #281-** Program has worked with their consultant to submit a CAP, however it was untimely.
 - At the time of this report, program failed to provide a progress report on their CAP progress/ activities to the department.
 - The department will be sending a letter to the committee requesting a response and explanation regarding their failure to follow the CAP requirements as assigned by the CRRS.

October 2024 Compliance Review and Retention Sub-Committee

Compliance Specialist Report

July 2023

- **Northwest Line Construction Industry JATC- #487-** Program has submitted a Corrective Action Plan as required by the CRRS in the Findings Letter dated August 3, 2023. CAP was reviewed by the Department and found to meet the requirements.
 - Program has increased their Scholarship monies approved for Women and minorities to cover 5 apprentices with up to 15,000 per apprentice
 - Program is actively reviewing their current outreach and recruitment efforts and looking for new opportunities.
 - Program is reviewing their current program structure and looking for potential barriers to female recruitment and possible resolutions

October 2023

- **Puget Sound Energy Apprenticeship Committee- #83-** Program has submitted a Corrective Action Plan as required by the CRRS in the Findings Letter dated October 30, 2023. CAP was reviewed by the Department and found to meet the requirements.
 - Program is actively working with their consultant to address the deficiencies identified in the Program managers report.
 - Program has submitted a revision request to the WSATC to bring their standards into compliance for the October meeting.
 - Program will begin updating their RSI plans following the October WSATC meeting.
- **UA Sprinkler Fitters Local 669 JATC- #286-** Program has submitted a Corrective Action Plan as required by the CRRS in the Findings Letter dated October 30, 2023. CAP was reviewed by the Department and found to meet the requirements.
 - Program is actively working with their apprenticeship consultant on getting ARTS reporting up to date and accurate. Program is reviewing their current internal processes and has implemented changes to ensure accurate and timely reporting.
 - Program has recently acquired a new female recruitment officer whose main responsibilities focus on recruitment and outreach efforts.
 - Program registered a new female apprentice.
- **Washington State Controls Specialist Apprenticeship Committee- Associate Controls Specialist- #2175-** Program has submitted a Corrective Action Plan as required by the CRRS in the Findings Letter dated November 7, 2023. CAP was reviewed by the Department and found to meet the requirements.
 - Program is actively working with their apprenticeship consultant on getting ARTS reporting up to date and accurate. Program has developed a new internal process to ensure proper records retention
 - Program has hired additional Admin staff

October 2024 Compliance Review and Retention Sub-Committee

Compliance Specialist Report

- **Independent Technicians Automotive Committee (ITAC)-#2162-** Program has submitted a Corrective Action Plan as required by the CRRS in the Findings Letter dated October 30, 2023. CAP was reviewed by the Department and found to meet the requirements.
 - Program is actively working with their apprenticeship consultant on getting ARTS reporting up to date and accurate. Program has developed a new internal process to ensure proper records retention following the recent compliance review performed by the department and the findings reported.
 - Program has hired additional Admin staff

- **Weyerhaeuser Longview Lumber Apprenticeship Committee-#1829-** Program has failed to submit a Corrective Action Plan as required by the CRRS in the Findings letter dated October 30, 2023. Department sent an official notice to the program giving them 30 days to either submit the CAP as assigned by the CRRS or Appear before the CRRS at the July 2024 meeting for further action.
 - Program has failed to respond to the certified letter and an invite has been issued to the program for the July 2024 CRRS meeting. Program failed to respond to the department's request. Department has issued another request to appear for the January 2025 CRRS meeting which will be held virtually.

April 2024

- **Electrical Management Group of Washington-#2214-** Program has submitted a Corrective Action Plan as required by the CRRS in the Findings Letter dated April 25, 2024. CAP was reviewed by the Department and found to meet the requirements.
 - Program is actively working with their apprenticeship consultant on getting ARTS reporting up to date and accurate.

This concludes my report Mr. Chair.

Brittany Craighead

Brittany Craighead

Apprenticeship Compliance Specialist