**Present**

| **Councilmembers\*** | **Title/Affiliation** |
| --- | --- |
| **Brian S. Cavey** | **- Chairman/Employee Representative** |
| **Lateefah Durant** | **-Public Representative** |
| **Neil Wilford, Jr.**  **Terreia Smalls** | **- Employee Representative**  **- Employee Representative** |
|  |  |
| **Stephanie Anderson**  **Grant Shmelzer**  **Minah Woo**  **Chris Hadfield** | **- Employer Representative**  **- Employer Representative**  **- Employer Representative**  **- Employer Representative** |
|  |  |

*\* Prior to the meeting, Employer Representative, Tasha Cornish, and Public Representative, Shaunta Chapple notified Director Chris MacLarion that they would be unable to be in attendance.*

| **Other Attendees** | **Title/Affiliation** |
| --- | --- |
| **Erin Roth** | **- Assistant Secretary,**  **Division of Workforce Development and Adult Learning (DWDAL), MD Labor** |
| **Peggy Dall’Acqua** | **- Maryland Assistant Attorney General** |
| **Tracy Kyttle** | **-Maryland State Department of Education (MSDE)** |
| **Christopher D. MacLarion** | **- Director, Maryland Apprenticeship and Training Program (MATP), MD Labor** |
| **Logan Dean** | **- MATP, MD Labor** |
| **Jane Sinclair** | **- MATP, MD Labor** |
| **Gina Best** | **- MATP, MD Labor** |
| **Sheila Jackson** | **- MATP, MD Labor** |
| **Amy Belt** | **- MATP, MD Labor** |
| **Karen Parker** | **- MATP, MD Labor** |
| **Aneta Lefterov** | **- MATP, MD Labor** |
| **Kevin Hunt** | **- MATP, MD Labor** |
| **Coral Newland** | **- MATP, MD Labor** |
| **Alicia Dennis** | **- MATP, MD Labor** |
| **Pam Luby** | **- MATP, MD Labor** |
| **Marsel Pollock** | **- MATP, MD Labor** |
| **Angela Harkness** | **- MATP, MD Labor** |
| **Jaqueline Treiu** | **-MATP, MD Labor** |
| **Ellie Marts** | **-DWDAL, MD Labor** |
| **Georgetta Wainwright** | **- Delaware Elevator** |
| **Jennifer Gannon** | **-Build Within** |
| **Ximena Gates** | **-Build Within** |
| **Chip Williams** | **-Lywood Electric** |
| **Jakob Brooks** | **-Lywood Electric** |
| **Mike Shue** | **-Constellation Energy** |
| **Gary McLaughlin** | **-Constellation Energy** |
| **Heather Davis** | **-Constellation Energy** |
| **Jeff Richmond** | **-Howard Community College** |
| **Pat Bell** | **-Lower Shore Workforce Development Board (LSWDB)** |
| **Thomas Saito-Sherris** | **-LSWDB** |
| **Andrea Naples** | **-Expert Wire** |
| **Tiff Bradshaw** | **-MD Environmental Service** |
| **Clifford Mitchell** | **-MD Environmental Service** |
| **Kelley Mills** | **-UMMS Shore Regional Health** |
| **James Dillon** | **-UMMS Shore Regional Health** |
| **Ladd Colston** | **-Sustainable Visions, LLC** |
| **Jeremy Michalski** | **-Somerset Public Schools** |
| **Jeff Hale** | **-Somerset Public Schools** |
| **Morgan Keener** | **-CTE Workforce** |
| **Bobby Keener** | **-CTE Workforce** |
| **Sharlene Trusty** | **-Baltimore City Government** |
| **Jim Wilson** | **-Stuart Contractors** |
| **Charlene Copper Peirce** | **-Mid-Shore Early Learning Center** |

*Chairman Cavey called the meeting to order at 9:07 a.m. at Delaware Elevator, Inc., (2207 Allen Drive Salisbury, Maryland 21801).*

**I. OPENING REMARKS AND INTRODUCTIONS**

Chairman Cavey welcomed all Council members, staff and guests to the May Maryland Apprenticeship and Training Council (MATC) meeting.

Chairman Cavey asked Council members, staff, and guests to introduce themselves.

Following introductions, the Chairman thanked all for attending and gave a special thanks to Georgeta and Delaware Elevator, Inc. for hosting the meeting and for providing breakfast. He then recognized Assistant Secretary, Erin Roth, and invited her to say a few words on behalf of the Division of Workforce Development and Adult Learning (DWDAL) and the Maryland Department of Labor (MD Labor).

Assistant Secretary Roth said good morning to all. She said that she brings greetings from Secretary Wu and expressed that she is glad to be in attendance. She shared that she recently reflected back on her time spent at MD LAbor and how MATC has grown and changed over the last decade. She said the MATC meetings used to be much smaller in attendance and the packets, much shorter. She commended MATP staff and all of the other different players in the Apprenticeship space that have made that growth possible and added that the growth of Apprenticeship across the state demonstrates what a powerful tool it is to meet both employer and job seeker needs.

Ms.Roth then provided a brief legislative update and highlighted some Apprenticeship-related developments that came out of the most recent legislative session.

* Cyber Maryland Program
  + Cyber Maryland program transferred from TEDCO to MD Labor with an additional $3M investment.
  + Ms.Roth said that there could certainly be an increase in Apprenticeship opportunities for the cyber industry.
* EARN Maryland
  + There was an additional investment of $5M bringing the total to around $12M come July.
* Registered Apprenticeship Investments to Strengthen our Economy (RAISE) Act
  + Ms.Roth said that the legislation accomplishes a number of things:
    - Creates the Maryland Office of Registered Apprenticeship Development (MORAD);
    - Establishes a qualified intermediary program;
    - Pay for Apprentice program to help with start up costs, Related Instruction, etc.;
    - Memorializes the 1:1 journeyworker to Apprentice ratio (there are still exceptions);
    - Repealed and cancelled the Youth Apprenticeship Advisory Committee (YAAC); and,
    - Established a new advisory board to advise MORAD

Ms. Roth concluded and turned the floor back over to Chairman Cavey.

Employer Representative Minah Woo arrived at 9:18 a.m.

**II.** **MINUTES OF THE MARCH 11, 2025 MARYLAND APPRENTICESHIP AND TRAINING COUNCIL (MATC)**

**MEETING.**

Chairman Cavey asked the Council if members had an opportunity to review the minutes from the previous meeting and they collectively confirmed that they reviewed the minutes in full.

A motion to approve the minutes was made by Mr .Shmelzer, seconded by Mr.Wilford and unanimously approved at 9:20 a.m *(Employer Representative, Tasha Cornish, and Public Representative, Shaunta Chapple were not in attendance).*

**III. DIRECTOR'S REPORT**

Mr. MacLarion addressed Chairman Cavey, Assistant Secretary Roth, the Council members and guests and welcomed everyone to the May MATC meeting. Mr. Maclarion echoed the Chairman’s thanks to Delaware Elevator and Georgetta Wainwright for hosting and providing breakfast.

Mr .MacLarion began by sharing the sad news that Council member Mr.Harry Preston passed away in November of 2024 and expressed his condolences to his community and family.

Mr. MacLarion announced that Council member Ms. Shaunta Chapple submitted her resignation to the Council in March. He shared that her new position with her employer came with a greater demand for her time and she expressed that she did not want to disservice the Council by not being able to devote the time and energy to Apprenticeship that the role demands. Mr.MacLarion thanked her for her service and congratulated her on her new position.

Mr .MacLarion also announced that Council member Mr. Norbert Klusmann will be retiring and stepping down from position with the Council. Mr.MacLarion shared that this will be Mr. Klusmann’s last Council meeting and thanked him for his years of dedicated service to Maryland’s Apprenticeship system. Mr.MacLarion went on to say that this will be the second time that Mr. Klusmann is retiring as he retired from Sheet Metal Workers Local 100 back in December of 2018. He said that Mr.Klusmann dedicated over 37 years to Local 100 as an Apprentice, Apprenticeship instructor and finally as Training Director. Mr.MacLarion also shared that Mr. Klusmann has been on the MATC for over a decade and not only thanked him on behalf of the state and Maryland’s Apprentices, but he also extended his personal thanks for all the guidance and knowledge that he’s shared as the Council has grown Apprenticeship across the state.

Mr .MacLarion shared that National Apprenticeship Day 2025 went well with activities taking place across the state, including signing days, Youth Apprenticeship graduations, and Registered Apprentice graduations along with a host of other events. He thanked everyone that participated and contributed to the success and reminded everyone that next year there will be a National Apprenticeship Week that will take place April 26 through May 2, 2026.

Mr. Maclarion provided an update on the Apprenticeship Training Fund:

* Total Fund Balance as April 30, 2025 after all obligations is $731,651.82
* March contributions: $17,317.53
* April contributions: $25,967.81
  + Fund expenditures during the period totaled $243,422.44

At the last Council meeting, Mr. MacLarion provided an update on the number of Registered Apprentices in the state and shared that they set a new record for the number of active Apprentices at year’s end. He said that Maryland continues to maintain strong numbers and that they set the new record of maintaining over 12,000 Apprentices in the state for 9 months with 12,300 Apprentices registered currently. He said that he expects the pace to continue for several more months.

Mr.MacLarion went on to provide a brief overview of the agenda and stated that there are several new items for the Council to review and consider. He said that 6 new programs are seeking Standards of Apprenticeship and that all but 1 involves occupations that have been previously approved by the Council or the United States Department of Labor (USDOL). He did say that one occupation has not yet been approved and that is the occupation of Environmental Health Specialist being presented by the Maryland Department of Health (MDH) and their union partners, the Maryland Professional Employees Council. He expressed his excitement at another state government agency and their union partners establishing Apprenticeship programs and engaging with the Council. He shared that he anticipates more participation from government agencies and departments as barriers to state employment are minimized, increasing Apprenticeship opportunities for entry, and expanding these opportunities to state employees.

Mac Larion notified the Council that agenda item number 3, “El Poder de Serr Mujer” has been removed from the agenda at the Sponsor’s request. He said that this item will appear on the agenda for the July meeting.

Mr. MacLarion shared that MATP continues to work with MD Labor’s Division of Occupational Licensing and the Division of Labor and Industry. He said that MATP staff notified Sponsors with occupations in plumbing, HVAC, electrical, sheet metal and steamfitting of the requirements to possess and maintain an Apprentice license throughout a registered Apprenticeship *AND* for any duration of time when working in one of those occupations until a Journeyworker license is obtained. He said that, starting with today’s agenda, MATP staff has been inserting language into new or revised Standards of Apprenticeship that includes licensing requirements with the exception of the Univ. of MD Medical Center who was notified in an additional letter that will be included in their final packet. He said that Sponsors will receive an additional notification in the next couple weeks explaining that registrations, extensions and completions will not be processed without providing proof of licensing. This new change will further enhance the ability of our registered Apprentices to graduate into journeyworker status, ensure they are legally working with the occupational Apprentice license, ensure contractors are compliant with this requirement, and help ensure that the misclassification of workers on Prevailing Wage and Davis Bacon does not occur with unlicensed Apprentices being classified into an occupation. He also added that MATP will begin including this requirement in Youth Apprenticeship packets for the July MATC meeting.

In closing, Mr. MacLarion said that he had some positive news to share with the Council and guests. He recognized a number of individuals including Mr.Jakob Brooks, an Apprentice from Lywood Electric,

Mr.Noah Lyden, CEO of Lywood Electric, Mr.Britten Robbins, Division Manager with Lywood Electric, Mr.Chip Williams, Human Resources Manager with Lywood Electric, Ms. Kathy Jo Marvel, Division Chief of Caroline County Emergency Services, and Mr.Adam Weishaupt, a foreman with Lywood Electric. He asked Jakob to join the Chairman at the podium. Mr. MacLarion went on to speak about the importance of OSHA 10, CPR and First Aid safety training as it relates to Apprenticeship and why they are included in the Related Instruction for construction, manufacturing, and other hazardous occupations.

Mr.MacLarion went on to share a story of relevance.

On the morning of March 28, 2025, Jakob Brooks, a first-year Apprentice electrician with Lywood Electric, displayed extraordinary courage and quick thinking while working on a project at the Eastern Correctional Institute in Princess Anne, MD.

Just two weeks earlier, Jakob had completed CPR training as part of his Apprenticeship classroom instruction—training that would prove critical in a life-or-death moment. When a coworker suffered a sudden cardiac episode and collapsed, Jakob immediately recognized the severity of the situation. With one hand, Jakob called 911, and with the other, he began performing chest compressions while relaying vital information to emergency dispatchers. For several crucial minutes, he continued lifesaving CPR until EMS personnel arrived. Emergency responders then used an automated external defibrillator before transporting the coworker to Tidal Health for further treatment.

Mr.MacLarion said that it is thanks to Jakob’s swift actions, that Adam is expected to make a full recovery. He said that Jakob’s ability to stay calm under pressure, act decisively, and apply his training made an extraordinary difference and that his selfless actions exemplify the highest Standards of courage and professionalism. Mr.MacLarion, on behalf of the Department of Labor, proudly recognized Jakob Brooks for his heroic efforts and reminding everyone of the value of training, the need for preparedness, and the importance of looking out for one another.

Both the EMS personnel in attendance and Lywood staff verbally commended Jakob’s recognized effort.

Assistant Secretary Roth recognized Jakob and presented him with a Secretary’s Citation on behalf of Secretary Wu and the MD Labor for his extraordinary courage, swift action and application of safety training.

Ms.Kathy Jo Mervel presented Jakob with a Certificate of exceptional care during a life saving act and a CPR certified pin on behalf of Caroline County Emergency Services.

Mr.Adam Weishaupt presented Jakob with a certificate on behalf of Lywood Electric for his heroic actions.

Mr.MacLarion concluded his report and offered to take any questions or comments from the Council.

Chairman Cavey said that last year the 2030 Commission made recommendations to increase the number of Apprenticeship staff and commended Director MacLarion and his staff in doing so. He said that this year he heard some concerns from the Commission that programs are not being included in the agenda or approved quickly enough. The Chairman stated that he disagrees with the Commission’s remarks and, again, commended Chris and the MATP staff on all they are doing to ensure that the Apprenticeship System and approvals are running efficiently.

A motion to approve the Director’s Report was made by Ms.Durant, seconded by Mr.Wilford and unanimously approved *(Employer Representative Tasha Cornish and Public Representative Shaunta Chapple were not in attendance).*

Chairman Cavey thanked Mr.MacLarion for his report and proceeded to the presentation of agenda items. He welcomed Mr.Dean to the podium to present agenda Item 1.

**IV. NEW BUSINESS**

**A. NEW PROGRAMS:**

1. BuildWithin (Logan Dean) – Request for registration of Standards of Apprenticeship and Affirmative Action Plan for a new program for the occupations of Archivist, Business Development Representative, Case Coordinator, Community Outreach Specialist, Conservation Specialist, Cyber Security Specialist, Data Analyst, Digital Marketing Specialist, Direct Support Professional, Help Desk Tier 1, IT Web Accessibility Specialist, Office Operations Manager, Program Coordinator, Project Manager Specialist, Videographer, Web Developer, and Youth Activity Coordinator.(ITEM 1)

Mr.Dean wished all a good morning and said that he was joined by Ms.Ximena Gates and Ms.Jeniffer Gannon from BuildWithin to request the registration of Standards of Apprenticeship and Affirmative Action Plan for the occupations of Archivist, Business Development Representative, Case Coordinator, Community Outreach Specialist, Conservation Specialist, Cyber Security Specialist, Data Analyst, Digital Marketing Specialist, Direct Support Professional, Help Desk Tier 1, IT Web Accessibility Specialist, Office Operations Manager, Program Coordinator, Project Manager Specialist, Videographer, Web Developer, and Youth Activity Coordinator. He provided some additional background information on the program and occupations and offered to answer any questions from the Council.

Mr.Klusmann pointed out that many of the wages for the aforementioned occupations are listed as 50% of the journeyworker rate which comes out to less than minimum wage. He recommended adding language that says “50% of the journeyworker rate or minimum wage.”

Mr.Dean said that the Standards state that the wage is 50% of the Journeyworker rate but cannot be below the state’s minimum wage rate.

Ms.Durant suggested that language be added to the progressive wage scale as well that makes it clear that Apprentices will not be paid less than the state’s minimum wage.

Mr.Dean said that they will make that change.

Mr.Shmelzer said that a lot of the listed occupations don't have employers and asked if it was a requirement that all the occupations have employers.

Mr.Dean said that the requirement is that each program must have at least 2 employers but not every occupation necessarily has to have an employer directly associated with it. He added that the Sponsor is planning to bring on additional employers.

Ms.Woo asked what Standards they used to develop the Related Instruction curriculum.

She also asked if there are Industry Recognized Credentials (IRCs) or licensures that are attached to those occupations.

Mr.Dean confirmed that there are licenses associated with a handful of the occupations.

The Sponsor said that the Related Instruction curriculum was developed by an education company, approved by USDOL’s Office of Apprenticeship, and is aligned with today’s Standards.

Ms.Woo asked about the mode of instruction and whether it is self-paced and online.

The Sponsor confirmed that the instruction is online and synchronous. She said that there are instructors available for support while students are online learning.

Ms.Durant said that she didn't see any education requirements and asked if highschool students are able to

The Sponsor said that high school students are able to participate in the registered Apprenticeship program.

Ms.Woo asked if the Apprentices have assessments and regular check-ins with the instructor.

The Sponsor confirmed that the instructor will regularly check-in with Apprentices. She also added that the online platform also tracks their progress and competency achievement.

A motion to approve this new program was made by Ms.Woo, seconded by Mr.Wilford, and approved. Mr.Shmelzer abstained *(Employer Representative Tasha Cornish and Public Representative Shaunta Chapple were not in attendance).*

1. Constellation Energy Generation, LLC (Angela Harkness) - Request for registration of Standards of Apprenticeship and Affirmative Action Plan for a new program for the occupations of Industrial Maintenance Mechanic, Electrical Maintenance Technician, and Instrumentation and Controls Maintenance Technician. (ITEM 2)

Ms. Harkness stated that she was joined by Ms.Heather Davis, Mr.Michael Shue, and MR.Gary McLaughlin from Constellation Energy to request the registration of Standards of Apprenticeship and Affirmative Action Plan for the occupations of Industrial Maintenance Mechanic, Electrical Maintenance Technician, and Instrumentation and Controls Maintenance Technician. She provided some additional background information on the program and occupations and offered to field any questions from the Council.

Ms.Anderson pointed out that appendix A1 says “the term of the Apprenticeship is 3 years supplemented by the minimum of 1,000 hours of Related Instruction” and she asked if it is supposed to say on-the-job training hours instead of Related Instruction.

The Sponsor confirmed that it is accurate and supposed to say 1,000 hours of Related Instruction.

Ms.Anderson expressed that she thinks that 1,000 is a lot of hours of Related Instruction.

Mr.Wilford said that he recognized that the program is mostly computer-based and he asked if there will be any in-seat time for the Apprentices.

The Sponsor said that the first 6 weeks (of a 30-week program) is computer-based and mostly covers fundamentals, followed by classroom training for about 9 weeks, and ending with hands-on training for about 15 weeks.

Mr.Shmelzer said that he would like to see the resumes of the instructors.

Ms.Harkness said that she has them and can provide them for the Council.

A motion to approve this new program was made by Mr.Wilford, seconded by Mr.Shmelzer and unanimously approved *(Employer Representative Tasha Cornish and Public Representative Shaunta Chapple were not in attendance).*

1. El Poder de Ser Mujer (Aneta Lefterov) - Request for registration of Standards of Apprenticeship and Affirmative Action Plan for a new program for the occupation of Environmental Health Specialist. (ITEM 3)

~ITEM 3 has been removed and will appear on the agenda for the July MATC meeting.~

**B. PROGRAMS REACTIVATIONS:**

1. Baltimore City Joint Apprenticeship Committee, AFSCME Local No. 44 (Marshel Pollock) - Request to reactivate the occupation of Auto Mechanic. (ITEM 4)

Mr.MacLarion said he was joined by Ms.Sharlene Trusty from the Baltimore City Joint Apprenticeship Committee, AFSCME Local No. 44 to request the reactivation of the occupation of Auto Mechanic. He provided some additional information on the occupation and the program and offered to take any questions from the Council.

Mr.Klusmann asked why the Sponsor had to activate the occupation.

Mr.MacLarion said that they didn't have any Apprentices due to sufficient staffing but things are picking back up now.

A motion to approve this reactivation was made by Mr.Klusmann, seconded by Mr.Wilford and unanimously approved *(Employer Representative Tasha Cornish and Public Representative Shaunta Chapple were not in attendance).*

**C. PROGRAM REVISIONS:**

1. Baltimore Electricians JATC Local Union No. 24 (Chris MacLarion) - Request for revision of completely updated Standards of Apprenticeship, EEO Plan, and selection procedure for the occupations of Electrician and Telecommunications Technician. (ITEM 5)

Mr.MacLarion requested a revision of completely updated Standards of Apprenticeship, EEO Plan, and selection procedure for the occupations of Electrician and Telecommunications Technician on behalf of Baltimore Electricians JATC Local Union No. 24. He provided some additional background information on the program and occupations and offered to take any questions from the Council.

A motion to approve this revision of Standards, EEO Plan, and selection procedure was made by Ms.Anderson, seconded by Mr.Hadfield and approved. Mr.Wilford abstained *(Employer Representative Tasha Cornish and Public Representative Shaunta Chapple were not in attendance)*.

1. Maryland Environmental Service (Jane Sinclair) - Request for revision of Standards of Apprenticeship to add school to Apprenticeship language for the occupation of Environmental Systems Operator. (ITEM 6)

Ms.Sinclair said that she was joined by Tiff Bradshaw from the Maryland Environmental Service to request a revision of Standards to add School-to-Apprenticeship language for the occupation of Environmental Systems Operator. She provided some additional background information on the program and occupations and offered to take any questions from the Council.

Ms.Anderson asked if the Apprentices need to be at least 17yrs old.

Ms.Sinclair said that the age requirement is necessary for this occupation.

A motion to approve this revision of Standards was made by Mr.Wilford, seconded by Mr.Klusmann and unanimously approved *(Employer Representative Tasha Cornish and Public Representative Shaunta Chapple were not in attendance).*

1. University of Maryland Medical Center (Jackie Trieu) - Request for revision of Standards of Apprenticeship to add the occupation of Electrician. (ITEM 7)

Ms.Trieu said that she was joined by Ms.Kelley Mills and Mr.James Dillon from the University of Maryland Medical System (UMMS) Shore Regional Health to request a revision of Standards to add the occupations of Electrician. She provided some additional background information on the program and occupations and offered to take any questions from the Council.

A motion to approve this revision of Standards was made by Mr.Shmelzer, seconded by Ms.Durant and unanimously approved *(Employer Representative Tasha Cornish and Public Representative Shaunta Chapple were not in attendance).*

1. Washington D.C. Joint Plumbing Apprenticeship Committee (JAC) (Chris MacLarion) - Request for revision of Standards of Apprenticeship to reduce on-the-job training hours from 8,500 to 8,000, include day school language, and add language noting the requirement of all Apprentices to have a Plumbers Apprentice License. (ITEM 8)

Mr.MacLarion said that he was joined by Council member Mr.T. Smalls from the Washington D.C. Joint Plumbing Apprenticeship Committee to request (1) a reduction of on-the-job training hours from 8,500 to 8,000, (2) to include day school language, (3) and add language noting the requirement of all Apprentices to have a Plumbers Apprentice License. He provided some additional background information on the program and occupations and offered to take any questions from the Council.

Ms.Durant asked if the Apprentices are paid for time that they're at school during the day.

Mr.Smalls replied no but explained that they adjusted the pale scale and got a higher percentage of pay.

A motion to approve this revision of Standards was made by Mr.Klusmann, seconded by Mr.Wilford and approved. Mr.Smalls abstained *(Employer Representative Tasha Cornish and Public Representative Shaunta Chapple were not in attendance).*

**D. PROGRAM REVIEWS** *(5 OR MORE APPRENTICES)***:**

1. Baltimore Cement Masons JAC local 891 (Coral Crawford) – Request for approval of program review for a registered Sponsor with 5 or more Apprentices. (ITEM 9)

Ms.Newland presented a program review for the Baltimore Cement Masons JAC local 891. She said that during the review staff noted that the Sponsor had registered several cement mason apprentices that should have been plasterers. Staff provided technical assistance and assisted in getting Apprentices registered under the correct occupation. sHe commended the program for their efforts to recruit female Apprentices and currently have 61% female Apprentices and 100% with a minority background.She concluded by requesting approval of this review with the recommendations of MATP staff.

A motion to approve this review with recommendations was made by Ms.Anderson, seconded by Mr.Shmelzer and unanimously approved *(Employer Representative Tasha Cornish and Public Representative Shaunta Chapple were not in attendance).*

1. Baltimore Electricians JATC Local Union No. 24 (Pam Luby) - Request for approval of program review for a registered Sponsor with 5 or more Apprentices. (ITEM 10)

Ms.Luby presented a program review for Baltimore Electricians JATC Local Union No. 24. She said that during the review staff noted that the Sponsor was in compliance. Staff only found one deficiency in registering female and minority Apprentices. Though they had a recent increase in minority Apprentices, Ms.Luby said they are still below the diversity standard despite their good faith efforts. She concluded by requesting approval of this review with MATP staff’s recommendations.

A motion to approve this review with recommendations was made by Mr.Shmelzer, seconded by Mr.Klusmann and approved. Mr Wilford abstained *(Employer Representative Tasha Cornish and Public Representative Shaunta Chapple were not in attendance).*

1. Baltimore Operating Engineers JATC (Coral Crawford) - Request for approval of program review for a registered Sponsor with 5 or more Apprentices. (ITEM 11)

Ms.Newland presented a program review for Baltimore Operating Engineers JATC. She said that during the review staff the Sponsor provided all the requested documentation. Ms.Newland said that during the review, staff noted a deficiency in registering female and minority Apprentices but verified that the Sponsor has made good faith outreach efforts and currently has 19% of Apprentices with a minority background and 5% female. She concluded by requesting approval of this review with the recommendations of MATP staff continuing to work with the Sponsor and provide technical assistance to resolve the deficiencies.

A motion to approve this review with recommendations was made by Mr.Shmelzer, seconded by Mr.Wilford and unanimously approved *(Employer Representative Tasha Cornish and Public Representative Shaunta Chapple were not in attendance).*

1. Delaware Elevator, Inc. (Pam Luby) - Request for approval of program review for a registered Sponsor with 5 or more Apprentices. (ITEM 12)

Ms.Luby presented a program review for Delaware Elevator, Inc. She said that during the review staff noted that the Sponsor was in compliance. Staff only found one deficiency in registering female and minority Apprentices despite their good faith efforts. She concluded by requesting approval of this review with MATP staff’s recommendations.

A motion to approve this review with recommendations was made by Mr.Wilford, seconded by Ms.Anderson and unanimously approved *(Employer Representative Tasha Cornish and Public Representative Shaunta Chapple were not in attendance).*

1. Pohanka Automotive Technology Training Center (Pam Luby) – Request for approval of program review for a registered Sponsor with 5 or more Apprentices. (ITEM 13)

Ms.Luby presented a program review for Pohanka Automotive Technology Training Center. She said that during the review staff noted that the Sponsor was in compliance. Staff only noted that cancellations need to go out on a more timely basis. She found that the Sponsor was collecting the cancellations and sending them out all at the same time at the end of the month. Ms.Luby advised the Sponsor to send the cancellations as they come in. She commended the Sponsor on surpassing their minority goals and increasing their female participation and concluded by requesting approval of this review with MATP staff’s recommendations.

Ms.Durant pointed out a typo in section M of the packet that says that “*staff noted an increase in female applicants from 2023 to 2023*” and she said it should say “*from 2023 to 2024*”

A motion to approve this review with recommendations was made by Mr.Wilford, seconded by Ms.Anderson and unanimously approved *(Employer Representative Tasha Cornish and Public Representative Shaunta Chapple were not in attendance).*

A motion to approve this review with recommendations was made by Mr.Wilford, seconded by Ms.Anderson and unanimously approved *(Employer Representative Tasha Cornish and Public Representative Shaunta Chapple were not in attendance).*

1. Westmoreland Electric, LLC (Coral Crawford) - Request for approval of program review for a registered Sponsor with 5 or more Apprentices. (ITEM 14)

Ms.Newland presented a program review for Westmoreland Electric, LLC.

She said that during the review, staff noted that the Sponsor is close to reaching their goal for minority Apprentices, however, they noted a deficiency with registering female Apprentices. She said that staff found another deficiency when it came to the Sponsor tracking the gender and minority background of program applicants and worked with the Sponsor to put a system in place. Ms.Newland concluded by requesting approval of this review with the recommendation of MATP staff continuing to work with the Sponsor and provide technical assistance to resolve the deficiencies.

Ms.Durant questioned whether staff should wait 2 years to see if the Sponsor followed the recommendations, taking into consideration that the Sponsor received the same suggestion two years ago, prior to the most recent review, and did not implement any changes.

Ms.Crawford said MATP staff will follow up with the Sponsor and conduct another review in 3 months.

Chairman Cavey asked Ms.Newland if she thinks that the wage issues can be resolved by the next MATC meeting in May.

Ms.Newland said that she thinks that is possible

Chairman Cavey recommended that staff provide an update on this item at the next MATC meeting.

A motion to approve this review with recommendations was made by Mr.Wilford, seconded by Ms.Anderson and unanimously approved *(Employer Representative Tasha Cornish and Public Representative Shaunta Chapple were not in attendance).*

**E. PROGRAM REVIEWS** *(FEWER THAN 5 APPRENTICES)***:**

Chairman Cavey said that Items 15-18 are all program reviews with less than 5 Apprentices. He invited the Council to consider the staff’s recommendations and vote on Items 15-18 together.

1. Daniel G. Bebee, Inc. T/A Tri-County Electrical Services (Pam Luby) - Request for approval of program review for a registered Sponsor with fewer than 5 Apprentices. (ITEM 15)

1. Kleppinger Electric Company, Inc. (Pam Luby) - Request for approval of program review for a registered Sponsor with fewer than 5 Apprentices. (ITEM 16)
2. Quality Heating & Air Conditioning Company, Inc. (Pam Luby) – Request for approval of program review for a registered Sponsor with fewer than 5 Apprentices. (ITEM 17)
3. Swam Electric Division of B.J. Baldwin Electrical (Coral Crawford) - Request for approval of program review for a registered Sponsor with fewer than 5 Apprentices. (ITEM 18)

A motion to approve the program reviews for Items 15-18 was made by Ms.Durant, seconded by Mr.Klusmann and unanimously approved *(Employer Representative Tasha Cornish and Public Representative Shaunta Chapple were not in attendance).*

**F. PROVISIONAL PROGRAM REVIEWS:**

1. Emerging Technology Apprenticeship Program (Coral Crawford) - Request for the approval of provisional program review. (ITEM 19)

Ms.Newland presented a provisional review for the Emerging Technology Apprenticeship Program. She said that during the review staff noted a deficiency in registering female Apprentices but said that the Sponsor is close to reaching their goal for minority Apprentices. Staff recommended that the Sponsor conduct occasional audits for their employers’ employee ethnicity. Ms.Newland concluded her presentation of Item 18 and offered to take any questions from the Council.

Ms.Woo asked what the plan is for the other occupations. She asked if they are actively recruiting for the other positions or are they focusing their energy on Information Assurance Specialist occupation.

Ms.Newland said that they are not actively recruiting for the other occupations. She said that they did not discuss registering Apprentices for the other occupations during the review.

Mr.Wilford asked how long a program can go without registered apprentices until it's cancelled.

Mr.MacLarion said it takes 1 year.

Mr.Shmelzer inquired about whether the other six occupations (without Apprentices) had employers when they were registered.

Mr.Shmelzer confirmed that they all had employers.

Ms.Woo asked when the Sponsor will be reviewed and come before the Council next.

Ms.Newland responded that they will return in 1 year.

Mr.Wilford asked if the occupations will automatically become inactive after a year of having no Apprentices registered.

Mr.MacLarion confirmed that programs are automatically canceled after a year of inactivity.

A motion to approve the program reviews for Items 15-18 was made by Ms.Durant, seconded by Mr.Klusmann and unanimously approved *(Employer Representative Tasha Cornish and Public Representative Shaunta Chapple were not in attendance).*

**G. CANCELLATIONS:**

Chairman Cavey said that Item 20-27 and Supplemental Item 7 are all requests for cancellation and asked the Council to consider all of the items together.

1. Congressional Country Club (Aneta Lefterov) – Request for voluntary cancellation of Standards of Apprenticeship. (ITEM 20)

*See Item 27 for Council vote.*

1. Fairlawn Tool & Die Co., Inc. (Teresa Mena) - Request for voluntary cancellation of Standards of Apprenticeship. (ITEM 21)

*See Item 27 for Council vote.*

1. General Machine Shop, Inc. (Lynn Stone) - Request for voluntary cancellation of Standards of Apprenticeship. (ITEM 22)

*See Item 27 for Council vote.*

1. Insulation Solutions, Inc. (Angela Harkness) - Request for voluntary cancellation of Standards of Apprenticeship. (ITEM 23)

*See Item 27 for Council vote.*

1. Prime Time Children's Center (Laura Wright) - Request for voluntary cancellation of Standards of Apprenticeship. (ITEM 24)

*See Item 27 for Council vote.*

1. Southern Maryland Oil, Inc. (Laura Wright) – Request for voluntary cancellation of Standards of Apprenticeship. (ITEM 25)

*See Item 27 for Council vote.*

1. Tranzed Apprenticeship Services, LLC (Angela Harkness) – Request for voluntary cancellation of Standards of Apprenticeship. (ITEM 26)

*See Item 27 for Council vote.*

1. Woodmont Country Club (Aneta Lefterov) - Request for voluntary cancellation of Standards of Apprenticeship. (ITEM 27)

A motion to approve the request for cancellation for Items 20-27and Supplemental Item 7 was made by Mr.Klusmann, seconded by Mr.Wilford and unanimously approved *(Employer Representative Tasha Cornish and Public Representative Shaunta Chapple were not in attendance).*

**H. OTHER BUSINESS:**

1. Expert Wire, Inc. (Alicia Dennis) - Request for registration of Apprentices with over 50% credit granted for prior work experience and training (ITEM 28).

Ms.Dennis said she was joined by Ms.Andrea Naples from Expert Wire, Inc to request registration for an Apprentice with over 50% credit granted for prior work experience and training. She provided some brief background information and offered to take any questions.

A motion to approve the registration of an Apprentice with over 50% credit was made by Mr.Klussman, seconded by Mr.Shmelzer and unanimously approved *(Employer Representative Tasha Cornish and Public Representative Shaunta Chapple were not in attendance).*

1. Frederick Community College (Chris MacLarion) - Request for registration of an Apprentice with over 50% credit granted for prior work experience and training. (ITEM 29)

Mr.MacLarion presented a request for registration for an Apprentices with over 50% credit for prior work experience on behalf of Frederick Community College. He provided some brief background information and offered to take any questions.

A motion to approve the registration of an Apprentice with over 50% credit was made by Ms.Anderson, seconded by Ms.Woo and unanimously approved *(Employer Representative Tasha Cornish and Public Representative Shaunta Chapple were not in attendance).*

1. Independent Electrical Contractors - Chesapeake (Sheila Jackson) - Request for registration of Apprentices with over 50% credit granted for prior work experience and training. (ITEM 30)

Ms.Jackson presented a request for registration for Apprentices with over 50% credit for prior work experience and training on behalf of the Independent Electrical Contractors (IEC)- Chesapeake. She provided some brief background information and offered to take any questions.

A motion to approve the registration of Apprentices with over 50% credit was made by Mr.Wilford, seconded by Mr.Klusmann and approved. Mr.Shmelzer abstained *(Employer Representative Tasha Cornish and Public Representative Shaunta Chapple were not in attendance).*

1. W. L. Gore & Associates (Amy Belt) - Request for registration of an Apprentice with over 50% credit granted for prior work experience and training. (ITEM 31)

Ms.Belt presented a request for registration for an Apprentice with over 50% credit for prior work experience and training on behalf of W.L. Gore and Associates. She provided some brief background information and offered to take any questions.

A motion to approve the registration of an Apprentice with over 50% credit was made by Mr.Shmelzer, seconded by Mr.Wilford and unanimously approved *(Employer Representative Tasha Cornish and Public Representative Shaunta Chapple were not in attendance).*

Chairman Cavey stated that Items 32-77 and Supplemental Item 9 are all eligible employer requests for the Apprenticeship Maryland Program and asked that the Council consider them together. He asked the Council members if they had any questions, concerns, or remarks concerning any of the Youth Apprenticeship Items.

GENERAL QUESTIONS REGARDING EMPLOYER AMP REQUESTS

Ms.Durant requested that staff start capturing whether a Youth Apprenticeship program includes an approved IRC

Mr.MacLarion said that MATP is currently working to develop a process to capture IRCs, update policies, and coordinate with MSDE so that they can start capturing this information. He said that everything will likely be in place in September to start including that in the Youth Apprenticeship program packets.

Mr.Shmelzer said that for Youth Apprenticeship the previous standard was 450 hours of OJT but it has been reduced to 250 hours and he asked what sequencing will look like and the implications it will have.

Mr.MacLarion said currently the requirement is 450 hours of OJT for a Youth Apprentice for an approved Apprenticeship Maryland Program. The Governor’s Workforce Development Board (GWDB) policy allows high school-level Apprentices to reduce their hours to 250 which was formerly School-to-Apprenticeship. Mr.MacLarion reiterated that MD Labor DWDAL staff is currently working to update the policy and align it with the GWDB.

Assistant Secretary Roth added that the Division will also be doing some stakeholder engagement with MSDE and the GWDB to determine how this will be operationalized as a state and to expect some opportunities in the near-future for Council members to provide their feedback.

Mr.Shmelzer asked Assistant Secretary Roth what the new guidance will be and what the timeline will look like.

Ms.Roth said that what she can say is that relatively soon stakeholders will be convened to update the joint policy between MSDE and Labor. She said that the current policy stands until a new one is in place.

Ms.Kyttle told Mr.Shmelzer that she would share the guidance that was provided to the Labor Exchange Administrators (LEAs) and said that 250 hours of OJT is the floor of the CTE policy, however, LEAs have autonomy to set the standard for their domain and can maintain the requirement of 450 OJT hours if they choose to do so.

Mr.Shmelzer expressed concern and clarified that the Council established the 450 hour requirement because it is about 25% of a typical adult program. He said that the workforce boards and the General Assembly reduced it to 250 hours.

1. Amber Hill Therapy Centers (Teresa Mena) - Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program for the occupation of Physical Therapy Assistant Apprentice. [YOUTH] (ITEM 32)

*See Item 77 for Council vote.*

1. Baltimore Gas & Electric (BGE) (Logan Dean) - Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program for the occupations of Designer and Project Manager. [YOUTH] (ITEM 33)

*See Item 77 for Council vote.*

1. Barrel 9 (Laura Wright) - Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program for the occupation of Culinarian. [YOUTH] (ITEM 34)

*See Item 77 for Council vote.*

1. Beazley Investments LLC (Amy Belt) - Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program for the occupation of Carpenter. [YOUTH] (ITEM 35)

Mr.Shmelzer asked if there are Journeyworkers in the occupations.

Ms.Lefterov confirmed that they have Journeyworkers present and there is a 1:1 ratio.

Mr.Shmelzer asked if the Sponsor is a participating Sponsor for adult Apprenticeship.

Mr.MacLarion said no.

Mr.Shmelzer asked if they have any intention of becoming a participating employer in an adult Apprenticeship program.

Ms.Lefterov confirmed that they have intentions of becoming an employer for Adult Apprenticeship.

*See Item 77 for Council vote.*

1. Beltway Lending (Amy Belt) - Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program for the occupation of Marketer. [YOUTH] (ITEM 36)

*See Item 77 for Council vote.*

1. Botanic Enterprises, Inc. (Angella Moon) - Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program for the occupation of Agricultural Landscaper. [YOUTH] (ITEM 37)

Mr.Shmelzer asked Mr.MacLarion to provide some clarity as to why one of the listed occupations is a Maintenance Technician but the paperwork lists HVAC, plumbing, and electrical.

Ms.Belt said that the Apprentice will be working under direct supervision of a master HVAC technician.

Mr.Shmelzer raised concern with not having a master plumber or electrician supervising the work related to those fields. He went on to say that this is an issue that has presented itself to the Council before with regard to maintenance positions.

*See Item 77 for Council vote.*

1. Bridges Montessori School (Amy Belt) - Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program for the occupation of Teacher Aide. [YOUTH] (ITEM 38)

*See Item 77 for Council vote.*

1. BrightView Senior Living (Amy Belt) - Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program for the occupation of Dietary Aide. [YOUTH] (ITEM 49)

Ms.Kyttle asked where the students are going as the address listed is a swimming pool on a private residential property.

Ms.Lefterov said that during the site visit they visited a swimming pool facility owned by Swimlabs with multiple pools in Gaitherburg, MD.

*See Item 77 for Council vote.*

1. Celebree School of Frederick (Teresa Mena) - Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program for the occupation of Teacher's Aide Apprentice. [YOUTH] (ITEM 40)

Mr.Wilford asked what the role of a Deburr Technician is.

Mr.Dean said that the role of a Deburr Technician is very similar to that of a machinist, just a different name.

*See Item 77 for Council vote.*

1. Celebree School of Spring Ridge (Teresa Mena) - Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program for the occupation of Teacher's Aide Apprentice. [YOUTH] (ITEM 41)

*See Item 77 for Council vote.*

1. Chesapeake Health Care (Alicia Dennis) - Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program for the occupations of Medical Assistant/CNA, Medical Office Technician, and Medical Receptionist. [YOUTH] (ITEM 42)

*See Item 77 for Council vote.*

1. CMP Fire LLC (Amy Belt) - Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program for the occupation of Plumber. [YOUTH] (ITEM 43)

*See Item 77 for Council vote.*

1. COA Barrett (Laura Wright) - Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program for the occupations of Civil Drafter Technician, Civil Engineering Technician, Survey and Mapping Technician. [YOUTH] (ITEM 44)

*See Item 77 for Council vote.*

1. Collettes Service Center (Amy Belt) - Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program for the occupations of Mechanic and Auto Body Mechanic. [YOUTH] (ITEM 45)

*See Item 77 for Council vote.*

1. COTB LLC dba Cafe on the Bay (Amy Belt) - Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program for the occupation of Line Cook. [YOUTH] (ITEM 46)

*See Item 77 for Council vote.*

1. Creek Bound Farms, LLC (Angella Moon) - Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program for the occupation of Farm Equipment Mechanic. [YOUTH] (ITEM 47)

*See Item 77 for Council vote.*

1. Fenzel Holdings LLC dba Fenzel Investments (Alicia Dennis) - Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program for the occupations of Leasing Office Administrative Coordinator, Maintenance Worker, and Landscape Technician. [YOUTH] (ITEM 48)

*See Item 77 for Council vote.*

1. Flying Point Marina, Inc. (Amy Belt) - Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program for the occupations of Mechanic and Auto Body Service Mechanic. [YOUTH] (ITEM 49)

*See Item 77 for Council vote.*

1. H & J Services LLC dba One Hour Heat and Air Cockeysville (Angela Harkness) - Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program for the occupation of HVAC Assistant. [YOUTH] (ITEM 50)

Ms.Durant pointed out a typo with incorrect occupations being listed instead of Construction Laborer and Retail Assistant.

Staff will correct the typo.

*See Item 77 for Council vote.*

1. Harmon Builders, LLC (Jennifer White) - Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program for the occupation of Carpenter. [YOUTH] (ITEM 51)

*See Item 77 for Council vote.*

1. Hiller Companies (Amy Belt) - Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program for the occupations of Electrician and Plumber. [YOUTH] (ITEM 52)

*See Item 77 for Council vote.*

1. HR Boutique (Aneta Lefterov) - Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program for the occupation of Talent Acquisition Associate. [YOUTH] (ITEM 53)

*See Item 77 for Council vote.*

1. Hub City Concessions (Angella Moon) - Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program for the occupations of Food Services Manager and Line Cook. [YOUTH] (ITEM 54)

*See Item 77 for Council vote*.

1. Johns Hopkins Bayview Medical Center (Marshel Pollock) - Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program for the occupation of Nursing Apprentice. [YOUTH] (ITEM 55)

Ms.Durant asked if the Sponsor will be providing high school credit for the associated training program since it says the training program stands 8 weeks with each session lasting 90-120 minutes.

Mr.Dean said that the students will receive high school credit.

*See Item 77 for Council vote.*

1. Kelly Generator and Equipment, Inc. (Laura Wright) - Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program for the occupation of Power Generation Technician. [YOUTH] (ITEM 56)

*See Item 77 for Council vote.*

1. Kinetic Ninja Warrior (Amy Belt) - Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program for the occupation of Teacher. [YOUTH] (ITEM 57)

*See Item 77 for Council vote.*

1. Maryland Precision Spring (Angela Harkness) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program for the occupations of Tool & Die Maker and Machinist I. [YOUTH] (ITEM 58)

*See Item 77 for Council vote.*

1. MNR Industries, Inc. dba Express Care Urgent Care Centers (Amy Belt) - Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program for the occupation of Office Assistant. [YOUTH] (ITEM 59)

*See Item 77 for Council vote.*

1. Nationwide Dent Repair (Laura Wright) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program for the occupations of Automotive Service Technician & Mechanic and Automotive Body Mechanic. [YOUTH] (ITEM 60)

*See Item 77 for Council vote.*

1. Olde School Builders, LLC (Jackie Trieu) - Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program for the occupation of Carpenter. [YOUTH] (ITEM 61)

*See Item 77 for Council vote.*

1. Omega Fire & Life Safety (Teresa Mena) - Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program for the occupation of Installation Apprentice. [YOUTH] (ITEM 62)

*See Item 77 for Council vote.*

1. Pass It On, Inc. (Marshel Pollock) - Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program for the occupation of IT Consultant. [YOUTH] (ITEM 63)

*See Item 77 for Council vote.*

1. Pier Pressure (Jackie Trieu) - Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program for the occupation of Marine Service Technician. [YOUTH] (ITEM 64)

*See Item 77 for Council vote.*

1. Pools Unlimited Inc. (Sheila Jackson) - Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program for the occupation of Certified Maintenance Specialist. [YOUTH] (ITEM 65)

*See Item 77 for Council vote.*

1. Premier Learning Center (Jane Sinclair) - Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program for the occupation of Teachers Aide. [YOUTH] (ITEM 66)

*See Item 77 for Council vote.*

1. Prompt Occupational Healthcare dba Revitalized Health (Amy Belt) - Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program for the occupations of Front Desk Receptionist and Medical Assistant. [YOUTH] (ITEM 67)

*See Item 77 for Council vote.*

1. RG Murphy LLC (Alicia Dennis) - Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program for the occupation of Construction Craft Laborer. [YOUTH] (ITEM 68)

*See Item 77 for Council vote.*

1. Roseda Farm (Angela Harkness) - Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program for the occupation of Farm Helper. [YOUTH] (ITEM 69)

*See Item 77 for Council vote.*

1. Serenity Swimming, LLC. (Jennifer White) - Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program for the occupations of Lifeguard and Swim Instructor. [YOUTH] (ITEM 70)

*See Item 77 for Council vote.*

1. Sheehy Toyota Timonium (Angela Harkness) - Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program for the occupation of Service Technician. [YOUTH] (ITEM 71)

*See Item 77 for Council vote.*

1. Stillwater Construction Company, Inc. (Amy Belt) - Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program for the occupation of Carpenter. [YOUTH] (ITEM 72)

*See Item 77 for Council vote.*

1. Sugar Water Manor LLC (Alicia Dennis) - Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program for the occupation of Agritourism Farm Worker. [YOUTH] (ITEM 73)

*See Item 77 for Council vote.*

1. University of Maryland Baltimore Washington Medical Center (Jane Sinclair) - Request for approval for additional occupations of Food Service Worker, Transporter, Facility Admissions Coordinator, Operating Room Assistant, Diagnostic Imaging Student Extern, and Turnover Tech. [YOUTH] (ITEM 74)

*See Item 77 for Council vote.*

1. World View Early Learning Center Inc. (Laura Wright) - Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program for the occupation of Teacher Assistant. [YOUTH] (ITEM 75)

*See Item 77 for Council vote.*

1. Yogi Bear's Jellystone Park (Jennifer White) - Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program for the occupations of Line Cook, Hotel Associate Assistant, and Retail Store Associate. [YOUTH] (ITEM 76)

*See Item 77 for Council vote.*

1. Younger Motorcars, Inc. (Angella Moon) - Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program for the occupations of Automotive Technician and Parts Counter Person. [YOUTH] (ITEM 77)

A motion to approve Items 32-77 and supplemental item 9 was made by Ms.Durant, seconded by Mr. Hadfield, and unanimously approved *(Employer Representative Tasha Cornish and Public Representative Shaunta Chapple were not in attendance).*

**SUPPLEMENTAL AGENDA**

**I. NEW BUSINESS:**

**A. NEW PROGRAMS:**

1. Coronet Technology Enterprises Inc., dba CTE Workforce (Angela Harkness) – Request for registration of Standards of Apprenticeship and Affirmative Action Plan for a new program for the occupations of Digital Interface Designer, Project Management, IT Helpdesk Technician and IS Analyst/Cybersecurity Analyst. (SUPP ITEM 1).

Ms. Harkness presented on behalf of CTE Workforce to request the registration of Standards of Apprenticeship and Affirmative Action Plan for the occupations of Digital Interface Designer, Project Management, IT Helpdesk Technician and IS Analyst/Cybersecurity Analyst. She provided some additional background information on the program and occupations and offered to field any questions from the Council.

Ms.Woo asked if there are any certifications associated with the Related Instruction and if the students are given an exam for the certifications.

The Sponsor confirmed that exams are administered for Apprentices to receive certifications at no cost to them.

Mr.Shmelzer asked if this is a non-joint program with 2 companies.

Ms.Harkness confirmed.

A motion to approve this new program was made by Mr.Wilford, seconded by Ms.Woo and unanimously approved *(Employer Representative Tasha Cornish and Public Representative Shaunta Chapple were not in attendance).*

1. Maryland Department of Health (Logan Dean) – Request for registration of Standards of Apprenticeship and Affirmative Action Plan for a new program for the occupation of Environmental Health Specialist. (SUPP ITEM 2).

Mr.Dean presented on behalf of the Maryland Department of Health (MDH) to request the registration of Standards of Apprenticeship and Affirmative Action Plan for the occupation of Environmental Health Specialist. She provided some additional background information on the program and occupation and offered to field any questions from the Council.

Ms.Durant asked if the Apprentices will receive a Bachelors Degree after the completion of the program and she asked if the education is provided by the employer.

Mr.Dean said the employer provides the education at no cost to the Apprentice and they receive a BA at the end of the program.

Mr.Wilford asked how the Apprentices will be receiving a 4-year degree through a 2 year Apprenticeship program.

Mr.Dean explained that the Apprentices need at least 60 college credits to be accepted into the program.

Ms.Durant asked if the Apprentices are in school full-time while also being employed full-time.

Mr.Dean confirmed that they will be both working and going to school full-time but he said there is a lot of flexibility worked into the curriculum to help accommodate the Apprentices’ schedules.

Ms.Durant asked if the Sponsor had any incumbent workers that have expressed interest in the program.

The Sponsor said that they have not yet identified any interested incumbent workers.

Mr.Dean reiterated that anyone can apply to the program, including incumbent workers.

Ms.Woo said that she was pleased to see an Apprenticeship program that leads to a BA Degree on the agenda and said that it is a clever way to approach the issue of hiring for hard-to-fill state jobs.

A motion to approve this new program was made by Ms.Woo, seconded by Ms.Durant and unanimously approved *(Employer Representative Tasha Cornish and Public Representative Shaunta Chapple were not in attendance).*

1. Mid-Shore Early Learning Center, Inc. (Jackie Trieu) – Request for registration of Standards of Apprenticeship for a new program for the occupation of Early Childhood Educator. (SUPP ITEM 3)

Ms.Trieu said she was joined by Ms.Charlene Copper Peirce from the mid-Shore Early Leaning Center to request the registration of Standards of Apprenticeship for the occupation of Environmental Health Specialist. She provided some additional background information on the program and occupation and offered to field any questions from the Council.

Ms.Anderson asked if all of the classes, including CPR, are online.

The Sponsor said that only about 50% of the program is online and explained that while the education portion is in a hybrid setting the CPR and First Aid classes are provided in person.

A motion to approve this new program was made by Mr.Klusmann, seconded by Ms.Anderson and unanimously approved *(Employer Representative Tasha Cornish and Public Representative Shaunta Chapple were not in attendance).*

1. Stuart Contractors, LLC (Jackie Trieu) – Request for registration of Standards of Apprenticeship for a new program for the occupation of Operating Engineer. (SUPP ITEM 4)

Ms.Trieu said she was joined by Mr.Jim Wilson from Stuart Contractors to request the registration of Standards of Apprenticeship for the occupation of Operating Engineer. She provided some additional background information on the program and occupation and offered to field any questions from the Council.

Mr.Wilford asked if there are any other 3-year Apprenticeship programs for Operating Engineers.

Mr.MacLarion said that this program is actually a little bit longer than the other existing Operating Engineer programs.

Mr.Klusmann asked if there was any hands-on training.

The Sponsor confirmed that there is hands-on training.

A motion to approve this new program was made by Mr.Wilford, seconded by Mr.Klusmann and unanimously approved *(Employer Representative Tasha Cornish and Public Representative Shaunta Chapple were not in attendance).*

**B. PROGRAM REVISIONS:**

1. Howard Community College (Sheila Jackson) – Request for revision of Standards of Apprenticeship to change the occupation title and Related Instruction for the occupation of Help Desk Technician to Cybersecurity Support Specialist. (SUPP ITEM 5).

Ms.Jackson said that she was joined by Mr.Jeff Richmond from Howard Community College to request the Council's approval for a revision of Standards to change the occupation title and Related Instruction for the occupation of Help Desk Technician to Cybersecurity Support Specialist. She provided additional information on the occupation and the program revisions and offered to take any questions from the Council.

Mr.Shmelzer said that there are 2 electives that the Apprentice gets to choose from and asked how those courses were decided upon. He also expressed a concern that the course is all credit course-work but the Apprentices will also be working full-time.

Mr.Richmond said that the course will be decided by the employer and the Apprentice. He also said that the credit course-work will be virtual so that the Apprentices will be able to work full-time during the day and complete the course-work at night or on the weekends.

A motion to approve this revision of Standards was made by Ms.Durant, seconded by Mr.Hadfield and approved. Ms.Woo abstained *(Employer Representative, Tasha Cornish, and Public Representative, Shaunta Chapple were not in attendance)*.

1. Western Maryland JATC for the Electrical Industry (Chris MacLarion)- Request for registration of completely updated Standards of Apprenticeship and Affirmative Action Plan for the occupation of Electrician. (SUPP ITEM 6).

Mr.MacLarion said that he was joined by Council member Mr.Neil Wilford from the Western Maryland JATC for the Electrical Industry Howard Community College to request the registration of completely updated Standards of Apprenticeship and Affirmative Action Plan for the occupation of Electrician. He provided additional information on the occupation and the updated Standards and offered to take any questions from the Council.

A motion to approve the registration of completely updated Standards was made by Mr.Klusmann, seconded by Ms.Woo and approved. Mr.Wilford abstained *(Employer Representative, Tasha Cornish, and Public Representative, Shaunta Chapple were not in attendance)*.

**C. CANCELLATIONS:**

1. Changing Your Destiny Electrical Academy (Coral Newland) – Request for voluntary cancellation of Standards of Apprenticeship. (SUPP ITEM 7).

Mr.Shmelzer asked

*See Item 27 for Council vote.*

**D. OTHER BUSINESS:**

1. Daniel G. Bebee, Inc. T/A Tri-County Electrical Services (Alicia Dennis) – Request for registration of Apprentices with over 50% credit granted for prior work experience and training. (SUPP ITEM 8).

Ms.Dennis presented a request for registration for Apprentices with over 50% credit for Daniel G. Bebee, Inc. T/A Tri-County Electrical Services. She provided some brief background information and offered to take any questions.

A motion to approve the registration of Apprentices with over 50% credit was made by Mr.Smalls, seconded by Mr.Klusmann and unanimously approved *(Employer Representative, Tasha Cornish, and Public Representative, Shaunta Chapple were not in attendance).*

1. London Kae Paul Mitchell Focus Salon (Laura Wright) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program for the occupations of Cosmetologist, Salon Manager, and Social Media Specialist. [YOUTH] (SUPP ITEM 9).

*See Item 77 for Council vote.*

**V. CLOSING REMARKS**

Chairman Cavey asked Ms.Kyttle if she had any updates to share on behalf of MSDE.

Ms.Kyttle shared that MSDE had 46 items to review this time around and noted that 8 of those items had a curriculum that spoke to internships, practicums, work-based learning experiences. She said that when those components are included it is “double-dipping” as far as MSDE is concerned due to the fact that the student could potentially receive credit for an apprenticeship and credit from a Capstone class. In closing Ms.Kyttle thanked all of the Apprenticeship Navigators that are supporting the schools.

Chairman Cavey invited Mr.MacLarion to present one last item to the Council and guests

Mr.MacLarion recognized Mr.Avree Bratton who will complete his Youth Apprenticeship this month with Delaware Elevator. Mr.MacLarion proudly shared that Mr.Brandon will be entering into the adult Apprenticeship program with Delaware Elevator to continue his education and career pathway.

Mr.MacLarion invited Avree to come to the podium and provided Ms.Wainwright the floor to say a few words on behalf of Delaware Elevator.

Ms.Wainwright said that she is proud to celebrate Avree’s hard work and accomplishments in front of the Council and expressed her excitement that Avree is planning to continue his education and employment with Delaware Elevator as an Apprentice. Ms.Wainwright introduced and recognized the staff from Delaware Elevator that have been working with Avree.

* Service Manager, John Livesay
* Training Manager, Randy Bahns
* Direct Supervisor, Kyle Coffin
* Director Supervisor, Mike Smart
* CTE Workplace Coordinator, Alison Cornish

Chairman Cavey congratulated Avree on his accomplishments and encouraged him to stick with Apprenticeship and his career track.

Assistant Secretary Roth congratulated Avree on his accomplishment and said that he represents so many young people across the state that are demonstrating the value of Apprenticeship to employers and peers. She wished him great success and encouraged him to become an Apprenticeship Ambassador to continue to advocate for and spread the word about the benefits of Apprenticeship. Ms.Roth presented Avree with an Apprenticeship challenge coin and Mr.MacLarion explained its significance.

Mr.Livesay thanked the Council for providing them the opportunity to recognize Avree and celebrate his accomplishments.

Chairman Cavey took the time to thank Mr.Klusmann again for his commitment to Apprenticeship and dedication to the Council over the years. He presented Mr.Klusmann with a challenge coin as well. A few others thanked him personally for his mentorship.

**VI. ADJOURNMENT**

Chairman Cavey entertained a motion to adjourn. Mr.Wilford made the motion to adjourn, Mr.Klusmann seconded the motion and the meeting was adjourned at approximately 11:00 a.m. *(Employer Representative, Tasha Cornish, and Public Representative, Shaunta Chapple were not in attendance).*

Respectfully Submitted,

Christopher D. Maclarion

Secretary

Maryland Apprenticeship and Training Council