**Present**

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| **Councilmembers** | **Title/Affiliation** |
| **Brian S. Cavey** | **- Chairman/Employee Representative**  |
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| **Norbert R. Klusmann, Sr.** | **- Employee Representative** |
| **Neil E. Wilford, Jr.** | **- Employee Representative** |
|  |  |
| **David J. Wilson, Sr.** | **- Employee** |
|  |  |
| **Stephanie Anderson** | **- Employer Representative** |
| **Leon W. Bromley** | **- Employer Representative** |
| **Michelle L. Butt** | **- Employer Representative** |
| **Grant Shmelzer** | **- Employer Representative** |
| **David Smarte** | **- Employer Representative** |

 **\*\**Employee Representative Allen B. Clinedinst III, Public Representative Shaunta Chapple, USDOL/OA Consultant to the Council Ronald Leonard, and Maryland Apprenticeship and Training Program Grant Program Manager David A. Minges notified Director Chris MacLarion that they were unable to attend before the meeting convened.***

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| **Other Attendees** | **Title/Affiliation** |
| **James Rzepkowski** | **- Assistant Secretary for Workforce Development and Adult Learning (DWDAL),Maryland Department of Labor** |
| **Lloyd Day** | **- Director Office of Workforce Development, DWDAL** |
| **Leza Griffith** | **- Md. Dept. of Labor, Office of the Attorney General** |
| **Christopher D. MacLarion** |  **- Director, Maryland Apprenticeship and Training Program (MATP)** |
| **Jeffrey W. Smith** | **- Program Manager, MATP** |
| **Kelton Addison** | **- MATP** |
| **Ginamarie Best** | **- MATP** |
| **Coral Crawford** | **- MATP** |
| **Kevin L. Hunt** | **- MATP** |
| **Sheila Jackson** | **- MATP** |
| **Charles Marquette** | **- MATP** |
| **Faith Ramsburg** | **- MATP** |
| **Jennifer D. Runkles** | **- MATP** |
| **Wayne L. Salter** | **- MATP** |
| **Jane Sinclair** | **- MATP** |
| **John P. Taylor** | **- MATP** |
| **Robert J. Zimberoff** | **- MATP** |
| **Charles Wallace** | **- Maryland State Department of Education** |
| **Jennifer Griffin** | **- MSDE** |
| **Jim Hoos** | **- Apprenticeship and Training Director, Insulators and Allied Local # 24**  |
| **Joe Koch** | **- WANADA** |
| **Zach Coleman**  | **- McCormack and Co.** |
| **Paul Akins** | **- Davis-Ulmer Fire Protection** |
| **Charles Buckley** | **- Davis-Ulmer Fire Protection** |
| **Jay Bouis** | **- Community College of Baltimore County** |
| **William Taylor** | **- Coalition for Public Safety Training in Schools** |
| **Jean Marie Makres** | **- Harford County Electrical Contractors** |
| **Angie Barnett** | **- President, CEO, Better Business Bureau – Greater Maryland**  |
| **Jeron Holland** | **- President, Complete Systems** |
| **Erica Henters** | **- President, Insulation Solutions, Inc.** |
| **Jim Rexrode** | **- Vice President, Insulation Solutions, Inc.** |
| **Nancy Kukay** | **- Community College of Baltimore County** |
| **Melissa Gordon** | **- McCormack and Co.** |
| **Chris Wilson** | **- McCormack and Co.** |
| **Matthew Koski** | **- Reliance Fire Protection, Inc.** |
| **Darryl Chisley** | **- Reliance Fire Protection, Inc.** |
| **Tracy Fellenbaum** | **- AUI Power** |
| **Luke Granger** | **- AUI Power** |
| **Mark DegliObizzi** | **- Ralph G. Degli Obizzi & Sons, Inc.** |
| **Tim Cropp** | **- CroppMetcalfe Services** |
| **Sydney Fant** | **- CroppMetcalfe Services** |
| **Jason McDonald** | **- Baltimore Washington Laborers’ Joint Training Fund** |
| **Cesar Aguire** | **- Baltimore Washington Laborers’ Joint Training Fund** |
| **Linda Rhoads** | **- CCBC** |
| **Ted McCadden** | **- CCBC** |
| **Georgeta Wainwright** | **- Delaware Elevator** |
| **Romina Byrd** | **- Miller & Long** |
| **Tom Friskey** | **- Raloid Corporation** |
| **Mike Moneymaker** | **- Insulators and Allied Workers Local # 24** |

Chairman Cavey called the meeting to order at 9:02 a.m. at the Heat and Frost Insulators and Allied Workers Local No. 24 Joint Apprenticeship Committee, 901 Montgomery Street, Laurel, Maryland 20707.

Chairman Cavey introduced himself and welcomed everyone to the newly remodeled facility in his other role as the host for the site of the meeting. He said this was the first in-person meeting since the pandemic began in March 2020. He offered councilmembers, MATP staff and guests an opportunity to take a tour after the council meeting adjourned. Chairman Cavey introduced William Taylor, the former MATC chairman who was in attendance. Chairman Cavey asked councilmembers, MATP staff and everyone attending to introduce themselves.

**I. Minutes of the July 13, 2021 Maryland Apprenticeship and Training Council meeting.**

A motion to approve the July 13, 2021 minutes was made by Mr. Smarte, seconded by Mr. Wilford, and unanimously approved (Ms. Chapple absent).

**II. OPENING REMARKS**

Chairman Cavey asked for opening remarks from James Rzepkowski, the Assistant Secretary for Workforce Development and Adult Learning, Maryland Department of Labor. Mr. Rzepkowski welcomed attendees on behalf of Governor Hogan, Lieutenant Governor Boyd Rutherford, and Secretary of Labor Tiffany Robinson. Mr. Rzepkowski noted this was the first in-person MATC meeting since the pandemic began, and thanked the Insulators and Allied Workers Local # 24 for hosting the meeting. He complemented the host for its remodeled facility and thanked Councilmembers for their work.

Mr. Rzepkowski said registered apprenticeship continues to grow in Maryland despite the pandemic because of the work of sponsors and labor organizations, which will be a key to rebuilding Maryland’s economy as the State emerges from the pandemic. Mr. Rzepkowski said that in 2005, the apprenticeship program moved from another division in the Dept. of Labor to DWDAL. Mr. Rzepkowski said, somewhat light heartedly, that the apprenticeship program had 3.5 staff in 2005, but the staff had grown to 15 under Director Chris MacLarion’s leadership, including eight navigators serving regionally. This was a result of Governor Hogan’s dedication to growing apprenticeship as a premier training model in Maryland.

Mr. Rzepkowski said members of the Council, apprenticeship staff, and others, were members of a committee that were working to update policy for the Apprenticeship Maryland Program (AMP or youth apprenticeship), along with the Maryland State Department of Education. He said Councilmembers were also working on a ratio subcommittee. Mr. Rzepkowski said there was a lot of work and a lot of excitement related to apprenticeship in Maryland, and thanked Councilmembers and attendees for joining the Council meeting. He thanked Councilmembers for their continued dedication.

Chairman Cavey thanked Mr. Rzepkowski for his comments, and asked Mr. MacLarion to offer his director’s report.

**III. DIRECTOR'S REPORT**

**A.** Mr. MacLarion said the 20th anniversary of Sept. 11 had passed recently, and asked for a brief moment of silence for those who were lost, and thanked military veterans who attended for their service.

**B.** Mr. MacLarion said a MATC meeting hadn’t been held fully in person since March 10, 2020. He said the Council persevered through 18 months of virtual meetings. He thanked Councilmembers for their patience, especially considering the meetings tended to take twice as long through the online format.

**C.** Mr. MacLarion said the meeting was recorded to produce minutes. He asked everyone to speak loudly and clearly, and to state their names before comment.

**D.** Mr. MacLarion said U.S. Department of Labor Representative Ron Leonard was unable to attend. Also Councilmember Christine Banovic resigned. Mr. MacLarion said Ms. Banovic was a teacher, and the demands of teaching in the COVID-19 environment created scheduling conflicts that interfered with her role as a Councilmember.

**E.** Apprenticeship Training Fund update:

* Total Fund Balance as of August 32, 2021, after all obligations was $1,116,150.40
* July contributions: $14,688.73
* August contributions: $12,078.33

**F.** Mr. MacLarion said in the July Council meeting, staff reported having received an update from the U.S. Department of Labor that USDOL staff was reviewing Maryland’s submission of the Title 29 – Labor Part 30 – Equal Opportunity in Apprenticeship. Mr. MacLarion said USDOL staff said one line of correction was made after the submission, the correction was made and USDOL staff was reviewing the resubmission. Mr. MacLarion said he didn’t anticipate any need for more changes and was hopeful staff would report approval at the November Council meeting. He said once approval was granted, staff would work with the Council to implement new regulations as required and implement the plan.

**G.** Mr. MacLarion said National Apprenticeship Week was scheduled the week of November 15 to November 20. He said the Maryland Department of Labor was creating a schedule of events. He asked sponsors to consider sharing related events with Labor so staff could assist with promotion, place the event on the schedule and attend if possible. Mr. MacLarion said for the first time, USDOL announced the National Apprenticeship Week schedule for the next three years – November 14 to November 20, 2022, November 13 to November 19, 2023, and November 18 to November 24, 2024. He said this information was also available on the USDOL National Apprenticeship Week website.

**H.** Mr. MacLarion said there was an update to the Eligible Training Provider List (ETPL). He said the ETPL had provisions for all approved Maryland Registered Apprenticeship sponsors to be listed through a simplified process of registering. As of the date of the Council meeting, there were 59 sponsors on the list. He asked new sponsors to consider contacting staff for assistance in registering. He said Program Manager Jeff Smith was available to assist with the process.

**I.** Mr. MacLarion said 20 of 24 Maryland school systems were approved for youth apprenticeship. He said the first youth apprenticeship policy committee met for the first time the day before this Council meeting. The committee had representatives from numerous entities, including MATC, MSDE, Labor, The Maryland Department of Commerce, the Governor’s Workforce Development Board, local workforce areas, local community colleges, registered apprenticeship sponsors and employers, and local school systems. He said the committee was working to update youth apprenticeship policy and guidance to make it more streamlined, simplified and uniform. Mr. MacLarion said staff would continue to update the full Council as the policy was developed. Mr. MacLarion said three two-hour meetings were planned before the final policy update would be released.

**J.** Mr. MacLarion told Councilmembers that the packet related to the meeting contained more than 20 youth apprenticeship eligible employer applications for the second meeting in a row. He said this was an example of why a streamlined policy was necessary.

**K.** Mr. MacLarion said the ratio subcommittee met for a third time August 24. He said the meeting was productive and a large amount of material was considered. A fourth meeting of the ratio subcommittee was scheduled for a later date in September.

**L.** Mr. MacLarion said the Maryland Apprenticeship and Training Council Community College Apprenticeship Subcommittee met twice in August, and two more meetings were scheduled in September and October.

**M.** Mr. MacLarion said the USDOL Office of Apprenticeship and the National Association of State and Territorial Apprenticeship Directors (NASDAD) formed a workgroup to evaluate items like use of USDOL guideline standards, national standards and licensing and regulatory issues.

**N.** Mr. MacLarion said as of the date of the meeting, more than 11,100 apprentices were registered in Maryland. Mr. Rzepkowski initiated a round of applause. Mr. MacLarion said this was the only time in state history the program surpassed the 11,000 mark. Mr. MacLarion said new registrations for the class of 2021 were slowing down but still coming in. Mr. MacLarion said or 27 straight months, more than 10,000 apprentices were registered, and more than 11,000 apprentices were registered for six of those months. Mr. MacLarion said this was a significant achievement, especially considering the constraints of the COVID-19 pandemic. Mr. MacLarion credited the Council, sponsors, employers, employer partners and staff.

**O.** Mr. MacLarion said grant opportunities were released in the weeks prior to this meeting, including for community colleges to expand apprenticeship opportunities, for registered apprenticeship sponsors and local schools to integrate youth and registered apprenticeship, and the Council had brought up the need for state-led efforts to promote apprenticeship. A state expansion grant was used to produce advertisements and promotions. Videos were already airing and more were coming soon. Ads were running at 22 Motor Vehicle Administration facilities. Advertisements were also placed on busses. These were just examples of promotions.

**P.** Mr. MacLarion said that several staff members were presenting before the Council for the very first time. He said staff may require assistance from him and asked for the Council’s understanding.

Chairman Cavey asked if there were any questions for the director.

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

Chairman Cavey said the microphone at the podium was not very sensitive, and presenters would have to speak directly into it.

**IV. NEW BUSINESS**

 **A. NEW PROGRAMS:**

**1.** Washington Area New Automobile Dealers Association (WANADA) Education Institute (Ginamarie Best) - Occupation of Automotive Service Technician. Related instruction to be provided by WANADA at Montgomery College in Rockville, Maryland. Request for registration of an Affirmative Action Plan with apprentice selection procedures and goals and timetables for minority and female apprentices. (item 1)

Ms. Best said she was joined by Joe Koch vice president of operations. Ms. Best said approval of this program would bring the potential to greatly expand automotive apprenticeship in Maryland.

Chairman Cavey asked for questions.

Mr. Klusmann said he would like to see the residency requirement changed from Maryland to a larger area.

Mr. Wilford asked how many dealerships were part of the program. Ms. Best said three were ready to go and more were expected. Mr. Wilford asked how many apprentices the sponsor anticipated putting to work. Ms. Best said she didn’t have that information but would provide it soon.

Mr. Shmelzer said Montgomery College has been running an automotive program for years. Mr. Shmelzer asked if this was formalizing what they were offering or if it was something different. Ms. Best said WANADA had its own instruction that was administered by the college for this program.

A motion to approve registration of Standards of Apprenticeship with an Affirmative Action Plan and apprentice selection procedures was made by Mr. Shmelzer, seconded by Mr. Wilford, and unanimously approved (Ms. Chapple absent).

Chairman Cavey asked if a sponsor’s representative would like to speak. The sponsor’s representative said there was a huge need for automotive technicians and thanked the Council.

**2.** Better Business Bureau of Greater Maryland (Charles Marquette) – Occupation of Sales Representative. Related instruction to be provided by the Community College of Baltimore County. (item 2)

 Mr. Marquette said he was joined by Angie Barnett, president and CEO, Better Business Bureau – Greater Maryland.

 Mr. Wilford asked for clarification on the sales occupation. What was the purpose of this position, he asked. Mr. Marquette explained the sales representative was tasked with promoting the BBB and increasing membership.

A motion to approve registration of Standards of Apprenticeship was made by Mr. Smarte, seconded by Mr. Wilson and unanimously approved (Ms. Chapple absent).

Chairman Cavey invited Ms. Barnett to speak. She thanked the Council and said this was a great opportunity for her organization and could become a great opportunity nationally.

**3.** Insulation Solutions, Inc. (Faith Ramsburg) - Occupation of Mechanical Insulation Worker. Related instruction to be provided in-house using the NCCER curriculum. (item 3)

Ms. Ramsburg said she was joined by President Erica Henters and Vice President Jim Rexrode of Insulation Solutions, Inc.

Ms. Ramsburg said the original cover page included in the Council’s packet had an error and a new version was provided to the Council the day of the meeting.

Chairman Cavey said ABC conducted OSHA training and asked why the prospective sponsor didn’t plan to take advantage of the group training. Ms. Henters said the prospective sponsor preferred to do it in house. Chairman Cavey asked if the prospective sponsor had lab space, and invited the prospective sponsor to use the facility where the Council meeting was held. Mr. Cavey said the facility’s instructor had considerable experience and asked the prospective sponsor about its plans for continuing education for journeyworkers. Chairman Cavey said regulations dictated a need for continuing education by qualified instructors.

Chairman Cavey asked the prospective sponsor how it plans to track on-the-job-training hours. Ms. Henters said there is an office manager on staff and journeyworker/mentors would report hours to the office manager.

Mr. Shmelzer asked if the prospective sponsor had a plan to recruit instructors to enable future cohorts. Mr. Shmelzer said year one and year two apprentices cannot receive concurrent instruction in the same classroom from the same instructor. Mr. Shmelzer said the Saturday-only instructional schedule was a concern. Ms. Henters said the prospective sponsor would consider training more senior journeyworkers to become instructors. Mr. Shmelzer asked why the sponsor isn’t interested in joining a group apprenticeship program that could help address these issues. Ms. Henters said their instructor had 25 years of experience, and he had trained different students at different levels in the same classroom in the past. Mr. Shmelzer said teaching different cohorts in the same class was problematic, and that’s not the way apprenticeship operates.

Mr. MacLarion said, as a point of clarification, that the same instructor can teach multiple cohorts, but year one apprentices should not be bundled with year two apprentices; different cohorts cannot be bundled together in the same class. Mr. MacLarion said the prospective sponsor would have to go before the Council to modify its schedule if it intended to add more classes for more cohorts.

Mr. Klusmann said the recruitment region was Baltimore and surrounding counties and the qualifications stated that apprentices must have their own vehicles. Mr. Klusmann said these were gatekeeping items that he would like to see removed. Ms. Henters said in the past, employees who didn’t have their own vehicles presented challenges to arriving at various worksites. Mr. Klusmann said apprentices could potentially get rides to worksites, as an example, and also that the recruitment zone could enable the prospective sponsor to deny applications arbitrarily.

Ms. Butt suggested changing the wording to “must provide own transportation to jobsites and training sites.” Ms. Henters said yes to this suggestion.

 Ms. Anderson asked for clarification on related instruction hours. In the presentation at the meeting, instruction was said to be 150 hours per year, but the standards stated a minimum of 144. Ms. Anderson asked which one supersedes. Ms. Ramsburg said the program was built to 150 hours per year, but the standards state the minimum.

Mr. Wilford said he was concerned about the wage progression of every 500 hours, and the ability to keep up with that progression. Mr. Wilford said 16 progressions would be difficult to maintain. Mr. Wilford said that was the most progressions he had ever seen. Mr. MacLarion said it was the most he had ever seen, but he checked with Mr. Taylor and past programs had similar progressions. Mr. MacLarion acknowledge that upkeep could be challenging, but this was also a benefit to the apprentice.

A motion was made by Mr. Smarte to approve standards of apprenticeship to include modifying transportation qualifications to “must provide own transportation to jobsites and training sites” and modifying the recruitment zone to statewide. The motion was seconded by Ms. Butt, and unanimously approved (Ms. Chapple absent).

Mr. Shmelzer asked, following the motion and before the vote, if the sponsor would have to come before the Council to register an AAP if the program registered five apprentices at the same time. Mr. MacLarion confirmed this was the case. Mr. Shmelzer asked if staff would monitor related instruction scheduling issues. Mr. MacLarion said staff would conduct a provisional review in the first 12 months and the review would be presented to the Council, then another review would occur the following year. Mr. MacLarion said if another apprentice was registered in a new cohort, staff would contact the sponsor to request schedule modifications that would also be presented to the Council.

Ms. Anderson asked if staff could report how OJT hours were being recorded. Mr. MacLarion said this was a common monitoring function, and any relevant issues could be brought before the Council.

Ms. Henters thanked the Council.

**4.** Davis-Ulmer Fire Protection (Jane Sinclair) - Occupation of Protective Signal Installer. Related instruction to be provided in-house. Request for registration of an Affirmative Action Plan with apprentice selection procedures and goals and timetables for minority and female apprentices. (item 4)

Ms. Sinclair said she was joined by Matthew Koski and Darryl Chisley of Davis-Ulmer Fire Protection and Reliance Fire Protection, as well as Paul Akins and Charles Buckley of Davis-Ulmer.

Ms. Sinclair informed the Council that a corrected packet was submitted, and included a 2000 form with a corrected address, an updated apprenticeship agreement with corrected wage progression, and a new workforce analysis.

Mr. Wilford asked for clarification about the occupation title. Ms. Sinclair said it was Protective Signal Installer.

Mr. Wilford asked the difference between a Protective Signal Installer and a Fire Alarm Installer. One of the prospective sponsor’s representatives said the majority of the work was fire alarm systems, but the company also installed security alarms. Mr. Wilford asked if Low Voltage Installer Technician would serve as a better occupation. A prospective sponsor’s representative said the Protective Signal Installer apprenticeship was registered with USDOL following USDOL guidance. Mr. Wilford said the company’s website only lists fire alarms. A prospective sponsor’s representative said that is the majority of the company’s business, and the company sometimes installs other systems in addition to fire alarms.

Mr. Shmelzer said he wasn’t familiar with this occupation, and asked about the consequences related to Davis-Bacon and Prevailing Wage work. Mr. Shmelzer said he doesn’t believe the occupation would be within the scope of work of state-funded projects, especially considering wage definitions. Mr. Shmelzer said he would like to see the occupation’s name changed. Mr. Shmelzer said this was for the sake of simplicity. Mr. MacLarion said staff shared similar concerns, and asked the company to consider changing the title to Low Voltage Telecommunications Installer. Mr. MacLarion said the company was willing, but staff then worked to confirm with Prevailing Wage as well as USDOL. Mr. MacLarion said Maryland Prevailing Wage would accept the Protective Signal Installer occupational title. Mr. MacLarion said that it would be more beneficial to the company to use the Protective Signal Installer title in place.

Chairman Cavey asked if the related instruction and on-the-job training included low voltage technical processes. Mr. MacLarion said it did. Mr. Shmelzer said there was a one-year difference between common low voltage technician standards and what the prospective sponsor submitted, but this was not a bad thing.

Mr. Shmelzer said that in reality, apprentices move between companies, and the occupational title affected portability. Mr. MacLarion said regulations allow for apprentices to join a new program with up to 50 percent credit, and a higher level of credit could be brought before the Council. Mr. MacLarion also cited an example where an apprentice could switch trades, take a test, and join the employer as a journeyworker. Mr. MacLarion said this was an example of the need for state apprenticeship agencies and the USDOL apprenticeship office to work together to establish uniformity.

Mr. Shmelzer asked if the prospective sponsor had a master electrician on staff. A prospective sponsor’s representative said there was not a master electrician on staff. Mr. Shmelzer asked how the company received work permits. The company’s representative said electrical work was subcontracted.

Mr. Wilford asked if the apprentice would work for the prospective sponsor or for the subcontractor. A company representative said the apprentice would work for the company. Mr. Wilford asked if this would create a scenario where the subcontractor was considered the direct supervisor of the company’s apprentice. The prospective sponsor’s representative said no, this would not be the case.

Mr. Shmelzer said he did not anticipate that the prospective sponsor did not have a master electrician on staff.

Mr. MacLarion said, for clarity, that the apprenticeship program does not necessitate master status, but rather, apprenticeship requires supervision from a journeyworker. Mr. MacLarion said a master is not required. Mr. Wilford said he was concerned that there were other scopes of work where the apprentice would be supervised by a subcontractor. Mr. MacLarion said the apprentice would continue to be supervised by a journeyworker employed by the prospective sponsor. Apprentices might work side by side with subcontractors, but would remain within their scope of work.

Mr. Wilford said he knew of instances when companies were cited for violations when apprentices worked side by side with subcontractors. Mr. MacLarion said those issues resulted from apprentices venturing beyond their scope of work. Mr. MacLarion said these types of issues were under the purview of the prevailing wage office, the company has had no violations, so the assumption was they were operating correctly.

Chairman Cavey said tracking OJT hours was essential and the Council would scrutinize records related to a staff review.

A motion to approve registration of Standards of Apprenticeship with an Affirmative Action Plan and apprentice selection procedures was made by Mr. Smarte and seconded by Mr. Wilson. Mr. Wilford opposed, Mr. Shmelzer and Ms. Anderson abstained, motion passed 5-1-2 (Ms. Chapple absent).

A sponsor’s representative thanked the Council and said the company looked forward to training for the future and protecting the lives of people in the State of Maryland.

**5.** AUI Power, Inc. (Jeffrey W. Smith) – Occupation of High Voltage Electrician. Related instruction to be provided by the Northwest Lineman College and in-house. (item 5)

Mr. Smith said he was joined by Tracy Fellenbaum and Luke Granger of AUI Power.

Mr. Klusmann said he would like to see the CDL requirement removed and asked who was deciding who was “mentally able” according to the qualifications in the standards. Mr. Smith said he thought the sponsor would be amenable to removing the “mentally able” language from the qualifications. Mr. Klusmann said he would like to see this language removed before approval, rather than as a condition of approval and removal in arrears. Mr. Smith said the sponsor indicated they would accept removal of the language referring to mental abilities.

Mr. Smarte said he thought Maryland required a three-year learners permit before someone could obtain a CDL, and suggested raising the minimum age requirement of apprenticeship to 21-years-old. A sponsor representative said this was the case if someone was driving across state lines, but this was not the case if a CDL was used within Maryland. Mr. Smarte then read from the Maryland CDL website. Mr. Smith said he thought the interstate age requirement was 21, but the intrastate requirement was 18. A company representative briefly explained the in-house CDL training process.

Mr. Klusmann asked why the CDL was relevant to the occupation. Mr. Smith said some of the trucks used on the jobsite require a CDL. Mr. Klusmann said it appeared to him that a CDL was required to become an apprentice. Mr. Smith said having a CDL would expedite an apprenticeship opportunity. Mr. Klusmann said his understanding was someone couldn’t become an apprentice without having a CDL. Mr. MacLarion said Mr. Klusmann was correct.

Mr. Shmelzer asked if the prospective sponsor had a lab set up. Mr. Smith said yes, and the facility was brand new.

Mr. Wilford asked if other apprenticeships for this occupation offered in-house instruction, and Mr. Smith said the in-house instruction was exactly consistent with other programs.

A motion to approve the standards of apprenticeship was made by Mr. Wilford, and seconded by Mr. Shmelzer. Mr. Klusmann and Mr. Wilson opposed. Motion carried 6-2 (Ms. Chapple absent).

 Sponsor representatives thanked the Council.

 **B. PROGRAM REVISIONS:**

**1.** Community College of Baltimore County (Faith Ramsburg) - Revision to add the occupation of Alcohol and Drug Trainee. (item 6)

 Ms. Ramsburg said she was joined by sponsor representatives Jay Bouis, Nancy Kukay, Linda Rhoads and Ted McCadden.

 Mr. Bromley said the standard form sheet listed the journeyworker rate as $17 but the standards listed $18. Ms. Ramsburg said the journeyworker rate should be $18 and this will be corrected.

Mr. Shmelzer asked Mr. Bouis if this new occupation would necessitate forming a new selection committee. Mr. Bouis said it would.

A motion to approve this program revision was made by Mr. Shmelzer, seconded by Mr. Smarte, and unanimously approved (Ms. Chapple absent).

Chairman Cavey called for a 10-minute comfort break at 10:27 a.m. before the next item.

**2.** Community College of Baltimore County (Faith Ramsburg) - Revision to add the occupation of Industrial Maintenance Technician. (item 7)

Ms. Ramsburg said she was joined by a number of representatives from CCBC as well as McCormack and Co.

Mr. Shmelzer asked Ms. Ramsburg or Mr. Bouis for details about the selection process and recruitment. Ms. Ramsburg said the selection committee would review all applications and forward them to the employers. Mr. Shmelzer asked how this would be marketed. Mr. Bouis said it would be marketed to the area CCBC serves. Mr. Shmelzer asked about the plan to bring more companies on board. Mr. Bouis said the sponsor already had a list of businesses that were interested in joining the program.

Mr. Klusmann asked who determined which apprentice would go to which employer. He asked who performed the selection process. Mr. Bouis said recruitment would occur both internally at CCBC and by partnering employers.

Mr. Shmelzer said the employers could recruit, but all applications would have to go to CCBC to complete the selection process.

Mr. MacLarion said Appendix D illustrated how recruitment would happen, and explained the exact process. Mr. Shmelzer said to that the criteria changes in a group model with the college as a sponsor.

Mr. Wilford asked for clarification on the process and asked if the selection committee would build a list of available apprentices. He asked the sponsor if they would “jump around” on the list or send the most qualified apprentices first. Mr. Bouis said the intention was to employ the most qualified apprentices.

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

 Mr. Bouis thanked the Council for its hard and diligent work.

**3.** Raloid Corporation (Faith Ramsburg) – Request for reactivation of Standards of Apprenticeship for the occupations of Machinist and CNC Machinist with revisions to the apprentice wage progression schedules and related instruction curriculums. (item 8)

 Ms. Ramsburg said she was joined by Tom Friskey, the sponsor’s representative.

 Mr. Wilford asked for clarification asked if the journeyworker rate or the progressions changed. Ms. Ramsburg said both changed for both occupations. Ms. Ramsburg said she did not have the old percentages and wages. Mr. Wilford asked if the changes were favorable or unfavorable to the apprentice. Ms. Ramsburg said they were favorable.

 Mr. Klusmann asked if the two apprentices the sponsor intend to register were from in-house. Ms. Ramsburg said they were in-house. Mr. Klusmann asked for details on selection procedures. Mr. MacLarion said this was a small, under-five program so selection processes were not in place.

 A motion to accept this program reactivation and revisions was made by Mr. Shmelzer, seconded by Mr. Klusmann and unanimously approved (Ms. Chapple absent).

 Mr. Friskey thanked the Council and Director MacLarion, and said he appreciates the opportunity to get back in the program, and skilled people are hard to find.

**4.** Cooper Electrical Services, Inc. (Christopher D. MacLarion) - Revision to add Polytech in Delaware as a related instruction provider. (item 9)

Mr. MacLarion said a representative from the sponsor was unable to join the meeting but he was informed the night before that unexpected work issues caused the representative to be unavailable.

Mr. Shmelzer asked if Polytech was providing information to the sponsor about attendance records and grades. Mr. MacLarion said the sponsor was extremely cooperative and in touch with staff often, but not all Delaware schools provide attendance records. Mr. MacLarion said staff put the impetus on the sponsor to confirm that apprentices were attending school and to track grades. Mr. MacLarion said in Maryland there was an agreement among community colleges to track attendance, but that agreement did not exist in Delaware. Mr. Shmelzer asked Mr. MacLarion, as a director, if he had any concerns with that Delaware policy. Mr. MacLarion said the best staff can do is request sponsors to record seat hours, but this may or may not produce results. Alternatively, apprentices could self attest their hours. Mr. Shmelzer said this issue was something to be considered. Mr. MacLarion said staff was doing its best to serve the apprentice who deserves an education, and was doing its best to serve a company with limited educational options in Cecil County. Mr. MacLarion said staff faced major challenges on the Eastern Shore, in Cecil County and in parts of Harford County, that were competing with the price structure of Delaware schools. Mr. MacLarion said the costs were $150 to $500 per year. Mr. MacLarion said staff would have to do the best it can to monitor programs using Delaware schools.

Mr. Klusmann suggested that perhaps these programs should register solely in Delaware, because certain responsibilities were expected when a program registered in Maryland. Mr. MacLarion said he respectfully disagreed with Mr. Klusmann because programs registered in Maryland enabled staff to monitor these programs for the sake of Maryland apprentices.

A motion to approve this revision was made by Mr. Shmelzer, seconded by Mr. Smarte and unanimously approved (Ms. Chapple absent).

**5.** Harford County Electrical Contractors Association, Inc. (Christopher D. MacLarion) -Request for approval to provide Related Instruction through online/virtual formats on as needed basis. (item 10)

Mr. MacLarion said he was joined by Jean Marie Makres, the sponsor’s representative.

A motion to approve this request was made by Mr. Shmelzer, seconded by Ms. Anderson unanimously approved (Ms. Chapple absent).

Chairman Cavey asked after the motion if there was an emergency at other programs that forced an apprentice to quarantine, if a sponsor would have to go before the Council to approve virtual learning. Mr. MacLarion said considering the times and emergency orders related to the pandemic, a sponsor would not have to go before the Council to get approval, but in the case of this sponsor and item, staff thought Council approval was best.

Chairman Cavey said in most cases, he would prefer that apprentices be able to keep training virtually without needing Council approval.

**6.** Howard County Government JAC (Christopher D. MacLarion) – Revision to add the Electrical Apprenticeship Program of Carroll County, Maryland as an additional provider of related instruction for the occupation of Electrician. (item 11)

 Mr. MacLarion said a sponsor representative was unable to attend.

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

**7.** Complete Systems, Inc. (Robert J. Zimberoff) – Request for reactivation of Apprenticeship Standards for the occupation of Electrician with an updated apprentice wage progression schedule and the addition of Chesapeake College as a related instruction provider. (item 12)

 Mr. Zimberoff said he was joined by Jeron Holland, president of Complete Systems.

 Mr. Shmelzer asked if Chesapeake College had lab space. Mr. Zimberoff answered that Chesapeake College did have lab space.
Mr. Wilford asked if the sponsor approached Wor-Wic Community College since the business was located in Salisbury. Mr. Holland said Wor-Wic’s courses were unavailable to his small business model.

 A motion to approve this reactivation was made by Mr. Wilford, seconded by Mr. Klusmann and unanimously approved (Ms. Chapple absent).

 Mr. Holland said he had younger staff who wanted to become apprentices and thanked the Council.

**8.** Ralph G. Degli Obizzi & Sons, Inc. (Robert J. Zimberoff) - Request for amendments to its Standards of Apprenticeship to add an Affirmative Action Plan with apprentice selection procedures and goals and timetables for minority and female apprentices as well as amendments to Qualifications of Apprenticeship including a School to Apprenticeship Pathway and also updates to related instruction. (item 13)

 Mr. Zimberoff said he was joined by Mark DegliObizzi, the sponsor’s representative.

 A motion to approve the amendments was made by Mr. Wilson, seconded by Mr. Smarte and unanimously approved (Ms. Chapple absent).

 Chairman Cavey asked for questions on the motion.

 Mr. Shmelzer asked if the review of this sponsor was later in the agenda and if one of the schools that was approved to offer related instruction through an amendment was not reporting attendance records. Mr. Zimberoff answered yes to both questions.

 Mr. Degli Obizzi thanked Council and staff for approval and for collaborative work. Mr. Degli Obizzi said the sponsor has little control over attendance records from the schools.

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

**1.** CMH, Inc. DBA CroppMetcalfe (Ginamarie Best). (item 14)

Ms. Best said she was joined by sponsor representatives Tim Cropp and Sydney Fant, though they were primarily in attendance for another agenda item.

Mr. Klusmann asked why the sponsor had such a hard time retaining apprentices. Ms. Best said this was assumed to be because of a low journeyworkers rate. Mr. Klusmann said asked for clarification of what appeared to be very low completion numbers – 48 registered apprentices and only two completions. Chairman Cavey, Ms. Best and Mr. MacLarion clarified that there were actually 21 completions, with 16 cancelled in the probationary period that did not count against completion rates.

 Mr. Shmelzer said he was concerned that apprentices started in 2018 but were halfway through by 2021. Mr. Shmelzer asked if apprentices were fast tracked. Mr. MacLarion said a number of apprentices came in with credit.

 Mr. Wilford said he was confused by ratio numbers. Mr. Wilford noted what appeared to be drastic changes in the number of journeyworkers to apprentices from year to year. Mr. MacLarion said staff takes a close look at all aspects of the program. Mr. MacLarion said that he reviewed the materials with staff, and sent staff back to address the fact that the sponsor appeared to be out of ratio. This issue was corrected and explained one aspect of Mr. Wilford’s concerns. Mr. MacLarion explained that staff also stopped registering new apprentices to alleviate the ratio concern. Mr. MacLarion also said staff worked with Virginia apprenticeship program staff to address journeyworkers who were registered in Virginia but not Maryland. Mr. MacLarion said there were a number of apprentices who were registered in Maryland but should not have been; they should have only been registered in Virginia; these apprentices were removed from Maryland. Mr. MacLarion explained that the data sheet at the beginning of the review was a snapshot of numbers in real time, but it did not match numbers later in the review that changed as issues were addressed. Mr. MacLarion said the sponsor was within ratio at the time of the meeting. Mr. Wilford said such a shift in numbers “throws red flags up,” and he had worked in the past with contractors who “cheat.” Mr. Wilford acknowledged that mistakes do happen. Mr. Wilford requested another review in less than two years.

 Chairman Cavey said staff recommended monthly monitoring in the review. Mr. Wilford asked for clarification. Mr. MacLarion said a review looks at several things. Mr. MacLarion said staff was just as interested in fixing the program as protecting apprentices and the employer. Mr. MacLarion said he believed the Council and staff agreed the ratio violations were relatively egregious. Mr. MacLarion said he believed the company owner was helping to set things straight. Mr. MacLarion said he thought the Council and staff agreed that this would not be a quick fix; it would be a monthslong process. Mr. MacLarion said staff recommended that the Council approve monthly updated documentation from the sponsor for six months. Mr. MacLarion said at the six-month point, staff would provide an update to the Council. Mr. MacLarion said these documents would include related instruction attendance and grades, and evidence that the sponsor’s new system was effectively tracking apprentices. Mr. MacLarion said this was especially critical for HVACR. Mr. MacLarion said staff would also track monthly on-the-job training records, and progressive wage records. Mr. MacLarion said staff would also track plumbing and backflow certification records. Mr. MacLarion said a full compliance review would be done six months following the first six month report to Council; the second report would occur in March or April 2022. Mr. MacLarion said if the review was satisfactory, another review would occur in two years.
Mr. Wilford asked how the Virginia program was working with the sponsor. Mr. MacLarion said Virginia was working with corrective items as well.

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

**2.** Baltimore Washington Laborers’ Joint Training Fund (Coral Crawford). (item 15)

 Ms. Crawford said she was joined by sponsor representatives Jason McDonald and Cesar Aguire. Though a sponsor representative was not required to be present, they felt it important to be there to address issues raised by the review.

 Mr. Klusmann asked why there was an issue with retention and high cancellation rates. Ms. Crawford said staff didn’t get an answer besides the sponsor didn’t track cancellations. Mr. MacLarion said he was glad Mr. McDonald attended the meeting because it showed how serious the sponsor was about addressing issues related to the review. Mr. MacLarion said there were a wide range of reasons for high cancellation rates – work didn’t start, apprentices were simply let go, or in some cases they moved up to a union level. Mr. MacLarion said the primary concerns of the review were record keeping and the cancellation rate, and this was pressed upon the labor union and JAC. Mr. MacLarion said the related contractors need to be made aware that apprenticeship wasn’t arbitrary, and the cancellation rate needed to be addressed immediately.

 Mr. Klusmann said, “this looks terrible,” and the sponsor appeared to be using apprenticeship as a tool for inexpensive labor. Mr. MacLarion said he agreed with Mr. Klusmann about the appearances and cited more than 260 cancellations and a roughly 3 percent completion rate. Mr. MacLarion said this review was an opportunity to turn this around. Mr. MacLarion said Mr. McDonald was researching models across the nation and working with Mr. Aguire to “turn the program around,” and create a high-quality apprenticeship.

 Mr. Shmelzer asked about the sponsor’s plan to meet in December to address apprenticeship issues. Mr. Shmelzer said he would like to see that meeting held earlier. Mr. MacLarion asked Mr. McDonald if there was an opportunity to do this earlier. Mr. McDonald said this was a possibility. Mr. McDonald said that two boards merged two years ago, and neither of the boards forfeited membership, so he was working with 14 board members. Mr. McDonald said that “bad actors and bad players” were recently removed. Mr. McDonald said he would ask the board to hold the December meeting earlier.

 Mr. Wilford asked if staff would monitor the sponsor frequently. Chairman Cavey said staff recommended regular contact, and Chairman Cavey asked if this could be clarified to state monthly contact. Mr. MacLarion said this was acceptable.

 Mr. Shmelzer said he thought the Council wanted to help and this was the reason the Council was requesting more oversight from staff. Mr. McDonald said he invited assistance.

 Mr. Wilford suggested bringing the number of board members down. Mr. McDonald said that the organizations that merged did not want to forfeit any seats.

 Mr. Wilford asked if it would be helpful if a representative of the Council joined the meeting that was to occur the day after the Council meeting, September 15, 2021. Mr. McDonald said he would ask and he didn’t think it would be an issue. However, Mr. McDonald did say that there were a lot of issues to address, and he didn’t want to overwhelm the board.

 Mr. MacLarion suggested a way to meet in the middle. Mr. MacLarion suggested, at the September 15 meeting, Mr. McDonald ask for the JAC to convene with 30 days with Mr. MacLarion in attendance to address the issues raised by the review. Mr. McDonald said he would make the request Mr. MacLarion suggested.

A motion to accept this review with staff recommendations updated to include monthly monitoring as well as a request for the sponsor’s JAC to convene within 30 days with Mr. MacLarion present was made by Mr. Wilford, seconded by Mr. Klusmann and unanimously approved (Ms. Chapple absent).

 Chairman Cavey wished Mr. McDonald luck with getting everything straight. Mr. McDonald said he sincerely thanked the Council and staff for their assistance and oversight.

**3.** Heating and Air Conditioning Contractors of Maryland, Inc. (Coral Crawford). (item 16)

Ms. Anderson said she would abstain from the vote on this item before Ms. Crawford began her presentation.

Ms. Crawford said she was joined by Stephanie Anderson, the executive director.

 A motion to accept this review was made by Mr. Smarte, seconded by Mr. Klusmann, and with Ms., Anderson abstained, the motion was approved by all other Councilmembers. (Ms. Chapple absent).

 Chairman Cavey asked for questions or comments following the motion and second. Mr. MacLarion said in staff recommendations, there was a form that tracked apprenticeship hours that allowed apprentices to attest to their own pay rate. Mr. MacLarion said this form made it much easier for staff to track wages. Mr. MacLarion asked the Council to consider approving the use of this form for more sponsors in the future.

Mr. MacLarion commented after the motion and second. Mr. MacLarion said there was a place on the HACC OJT form that allowed apprentices to attest to their own payrate. This then allowed staff to review the wages attested by the apprentices against the wages listed on the Apprenticeship Agreement. Mr. MacLarion said this form would be presented to the MATC as a request at a future meeting to consider including this attestation form in all group non-joint programs.

**4.** J.F. Sobieski Mechanical Contractors (Coral Crawford). (item 17)

 A motion to accept this review was made by Mr. Klusmann, seconded by Ms. Anderson and unanimously approved (Ms. Chapple absent).

**5.** Ralph G. Degli Obizzi & Sons, Inc. (Coral Crawford). (item 18)

 Ms. Crawford said Mark Degli Obizzi, the sponsor’s representative was present earlier in the meeting, but he left following item 13 since he was not required to attend.

Mr. Shmelzer said he was concerned about Delaware schools not reporting attendance records and suggested that the Council consider this as a larger issue in the future. Mr. Shmelzer asked if Mr. MacLarion would contact USDOL apprenticeship staff to address this. Mr. MacLarion suggested contacting the apprenticeship program director in Delaware first. Mr. MacLarion said he could communicate with the USDOL apprenticeship office depending on the response from the Delaware program director.

Mr. Shmelzer said he was concerned about the electrical licensing law which went into effect earlier in the year, and the implications of Delaware schools not reporting attendance for electrical classes. Mr. MacLarion said, according to the law’s language, he understood Mr. Shmelzer’s concern.

 A motion to accept this review was made by Mr. Smarte, seconded by Mr. Wilford and unanimously approved (Ms. Chapple absent).

 **D. PROVISIONAL REVIEWS:**

 **1.** Maryland Watch Works, LLC (Coral Crawford). (item 19)

A motion to accept this provisional review was made by Mr. Smarte, seconded by Mr. Shmelzer and unanimously approved (Ms. Chapple absent).

Chairman Cavey asked for questions or comments on the motion.

Mr. MacLarion said this was the only watchmaking apprenticeship in Maryland and perhaps in surrounding states as well. Mr. MacLarion said Ms. Runkles put significant effort into creating this apprenticeship. Also, the apprentice for the position was found through the Western Maryland Consortium which was the local workforce area. Mr. MacLarion said the workforce area did it’s job in matching an employee with an employer in need of help.

 **2.** Premier Fire Protection Services, LLC (Coral Crawford). (item 20)

A motion to accept this provisional review was made by Mr. Smarte, seconded by Mr. Wilford, and unanimously approved (Ms. Chapple absent, Mr. Wilson was not present for the vote on this item).

**E. VOLUNTARY REQUEST FOR CANCELLATION OF STANDARDS OF APPRENTICESHIP:**

 **1.** Maryland Laborers’ Joint Apprenticeship and Training Committee effective August 28, 2021.

(item 21)

Mr. MacLarion said this was an outcome of the review related to item 15.

A motion to accept this voluntary request for cancellation was made by Mr. Shmelzer, seconded by Mr. Klusmann and unanimously approved (Ms. Chapple absent, Mr. Wilson and Mr. Smarte were not present for the vote on this item).

**F. OTHER BUSINESS:**

**1.** Associated Builders and Contractors, Inc., Baltimore Metropolitan Chapter (Christopher D. MacLarion) - Request to award a posthumous Certificate of Completion of Apprenticeship. (item 22)

 Mr. MacLarion said this was another example of sponsors working with state staff to recognize the family under these sad circumstances.

A motion to approve this request was made by Mr. Shmelzer and seconded by Mr. Klusmann, Ms. Butt abstained, all other Councilmembers approved (Ms. Chapple absent).

**2.** OST Global Solutions, Inc. (Ginamarie Best) – Request for after-the-fact registration and completion of an apprentice Business Development Specialist. (item 23)

 Ms. Best said a sponsor’s representative was unable to attend because of a scheduling conflict.

 A motion to approve this after-the-fact registration was made by Mr. Shmelzer, seconded by Mr. Klusmann, and unanimously approved (Ms. Chapple absent).

 Mr. Shmelzer asked the Chairman for permission to leave. Chairman Cavey asked Mr. Shmelzer to remain for one more item, and Mr. Shmelzer remained.

**3.** CMH, Inc. DBA CroppMetcalfe (Ginamarie Best) - Request for after-the-fact registration and completion of eight apprentice HVACR Technicians. (item 24)

Mr. Klusmann asked if this was a registration and a completion. Ms. Best confirmed this was the case. Chairman Cavey asked if the would cause issues with the ratio. Mr. MacLarion said this was a same day registration and completion so it improved the ratio.

 A motion to approve this registration and completion was made by Mr. Smarte, seconded by Mr. Wilford, and unanimously approved (Ms. Chapple absent).

 Mr. Shmelzer left the meeting before the next item (item 25).

**4.** Request for the approval of Paramount Mechanical Corporation to be an eligible employer for Apprenticeship Maryland (Youth) (Ginamarie Best). (item 25)

 Chairman Cavey entertained a motion to combine items 25 through 48 in one vote, since they were all youth apprenticeship eligible employer applications, and the Council took this action in past meetings.

A motion to combine items 25 to 48 in one group vote was made by Mr. Smarte, seconded by Mr. Bromley and unanimously approved (Ms. Chapple and Mr. Shmelzer absent).

 A motion to approve items 25 to 48 as a group was made by Mr. Smarte, seconded by Mr. Bromley and unanimously approved (Ms. Chapple and Mr. Shmelzer absent, Mr. Klusmann was not present for this vote).

**5.** Request for the approval of Carenet Health Services and Systems, Inc. DBA Lorien Mount Airy to be an eligible employer for Apprenticeship Maryland (Youth) (Sheila Jackson). (item 26)

**6.** Request for the approval of The Links at Challedon to be an eligible employer for Apprenticeship Maryland (Youth) (Sheila Jackson). (item 27)

**7.** Request for the approval of Control Services, L.L.C. to be an eligible employer for Apprenticeship Maryland (Youth) (Faith Ramsburg). (item 28)

**8.** Request for the approval of Denver-Elek, Inc. to be an eligible employer for Apprenticeship Maryland (Youth) (Faith Ramsburg). (item 29)

**9.** Request for the approval of Mechanical Engineering & Construction (MEC2) to be an eligible employer for Apprenticeship Maryland (Youth) (Faith Ramsburg). (item 30)

**10.** Request for the approval of Smith Mechanical to be an eligible employer for Apprenticeship Maryland (Youth) (Faith Ramsburg). (item 31)

**11.** Request for the approval of Allegany Media, LLC to be an eligible employer for Apprenticeship Maryland (Youth) (Jennifer D. Runkles). (item 32)

**12.** Request for the approval of Bedford Road Pharmacy, Inc./The PharmaCare Network to be an eligible employer for Apprenticeship Maryland (Youth) (Jennifer D. Runkles). (item 33)

**13.** Request for the approval of Berkeley Springs Instruments, LLC to be an eligible employer for Apprenticeship Maryland (Youth) (Jennifer D. Runkles). (item 34)

**14.**  Request for the approval of Evitts, LLC/Rocky Gap Casino & Resort to be an eligible employer for Apprenticeship Maryland (Youth) (Jennifer D. Runkles). (item 35)

**15.** Request for the approval of H & R Block to be an eligible employer for Apprenticeship Maryland (Youth) (Jennifer D. Runkles). (item 36)

**16.** Request for the approval of IGM Commercial Fire & Electrical Systems to be an eligible employer for Apprenticeship Maryland (Youth) (Jennifer D. Runkles). (item 37)

**17.** Request for the approval of item America, LLC to be an eligible employer for Apprenticeship Maryland (Youth) (Jennifer D. Runkles). (item 38)

**18.** Request for the approval of JLG Industries to be an eligible employer for Apprenticeship Maryland (Youth) (Jennifer D. Runkles). (item 39)

**19.** Request for the approval of Merkle RMG to be an eligible employer for Apprenticeship Maryland (Youth) (Jennifer D. Runkles). (item 40)

**20.** Request for the approval of Washington County Public Schools to be an eligible employer for Apprenticeship Maryland (Youth) (Jennifer D. Runkles). (item 41)

**21.** Request for the approval of Whiskey Creek Golf Course to be an eligible employer for Apprenticeship Maryland (Youth) (Jennifer D. Runkles). (item 42)

**22.** Request for the approval of Ennis Electric Company, Inc. to be an eligible employer for Apprenticeship Maryland (Youth) (Jane Sinclair). (item 43)

**23.** Request for the approval of St. Mary’s County Museum Division to be an eligible employer for Apprenticeship Maryland (Youth) (Jane Sinclair). (item 44)

**24.** Request for the approval of Acts Retirement Life Communities – Bayleigh Chase to be an eligible employer for Apprenticeship Maryland (Youth) (Robert J. Zimberoff). (item 45)

**25.** Request for the approval of Atlantic Tractor, LLC to be an eligible employer for Apprenticeship Maryland (Youth) (Robert J. Zimberoff). (item 46)

**26.** Request for the approval of Horsey Construction, LLC to be an eligible employer for Apprenticeship Maryland (Youth) (Robert J. Zimberoff). (item 47)

**27.** Request for the approval of Osteria Alfredo, LLC to be an eligible employer for Apprenticeship Maryland (Youth) (Robert J. Zimberoff). (item 48)

 Chairman Cavey entertained a motion to combine items 25 through 48 in one vote, since they were all youth apprenticeship eligible employer applications, and the Council took this action in past meetings.

A motion to combine items 25 to 48 in one group vote was made by Mr. Smarte, seconded by Mr. Bromley and unanimously approved (Ms. Chapple and Mr. Shmelzer absent).

 A motion to approve items 25 to 48 as a group was made by Mr. Smarte, seconded by Mr. Bromley and unanimously approved (Ms. Chapple and Mr. Shmelzer absent, Mr. Klusmann was not present for this vote).

**V. CLOSING COMMENTS**

Chairman Cavey asked Charles Wallace for closing comments. Mr. Wallace thanked the Council for approving the youth apprenticeship eligible employer applications and said he was glad to meeting in person again.

Chairman Cavey asked Mr. MacLarion for closing comments. Mr. MacLarion said an email was to be released in 30 days requesting that sponsors share related instruction schedules so staff could drop in on these instructional periods. Mr. MacLarion asked staff to remain at the meeting for a few minutes after adjournment.

Chairman Cavey said this was a great meeting and he was honored to be a part of the program.

**VI. ADJOURNMENT**

Chairman Cavey entertained a motion to adjourn. Mr. Wilford made the motion, and the meeting adjourned at 12:32 p.m.

Respectfully Submitted,

Christopher D. MacLarion

Secretary

Maryland Apprenticeship and Training Council