

**GREATER WISCONSIN MILLWRIGHT
JOINT APPRENTICESHIP COMMITTEE**

North Central States Regional Council of Carpenters Training Center
N2218 Bodde Rd, Kaukauna WI 54130-9740

Meeting Date: June 10, 2021
Time: 1:00pm
Place: N2218 Bodde Rd, Kaukauna WI

MEETING MINUTES (open)

The meeting was held in compliance with Wisconsin's Open Meeting Law.
The meeting was called to order at 1:04pm by David Coenen.
Roll call of committee members was taken at 1:05pm.

- **Present** – Buck Borchert (via telephone), Shaun Coates, David Coenen, Lee Polencheck, Chris Sheehy, Kevin Skenandore, and Keith Wilcox
- **Absent** – Corey Bialcik and Wayne Nordin
- **Guests Present** – Rob Giese (CTI Training Director), Lisa Perkofski (CTI), Jane Zimmerman (CTI), and Ryan Herber (BAS), and Lynn O'Shasky (BAS)

Open Session

- Reading and approval of March 11, 2021 meeting minutes.
Motion to approve made by Shaun Coates, seconded by Lee Polencheck; motion passed.
- **Affirmative Action:** See attached log.
- **BAS Report:** Lynn indicated there was nothing new to report.
- **NWTC:** none

Old Business

- none

New Business

- **Revised Unassignment Status:** Lisa Perkofski reported she had been in communications with Liz Pusch, BAS Section Chief, who indicated our Unassignment Policy needed to be revised. She provided a pre-approved rewritten policy example. The Unassignment Request Form was unchanged because it is compliance. The JAC reviewed the policy example and Lee Polencheck made a motion to adopt the newly written policy, Keith Wilcox seconded the motion; motion passed.
- **Policies and Procedures Additions:** Lisa Perkofski reported she had been in communications with Liz Pusch, BAS Section Chief, who indicated our Exhibit A needed to be revised. BAS is no longer allowing policy to be included in the Special Provisions section in the Exhibit A. Therefore, the 3 policies that were listed in the Special Provisions (listed below) for all trades needed to be removed and added to the Policies and Procedures. Buck Borchert made a motion to remove the bullet points from the Exhibit A and put them into the Policies and Procedures, Lee Polencheck seconded the motion; motion passed.
 - The Apprentice may be granted up to a maximum of 3000 work hours, credited at the start of their Apprenticeship with proper documentation, and with the previous training taken within 3 years immediately prior to becoming an Apprentice. The Apprentice shall be paid the wage rate of the pay period to which such credit advanced the Apprentice. The JAC will review and determine credit recommendation to BAS.
 - The Apprentice may be granted up to a maximum of 260 hours of related instruction, credited at the start of their Apprenticeship with proper documentation and the previous training taken within 3 years immediately prior to becoming an Apprentice. The Apprentice shall be paid the wage rate of the pay period to which such credit advanced the Apprentice. The JAC will review and determine credit recommendation to BAS.
 - The Apprentice may complete prior to the 4-year term of the program. If all other requirements of the program are met, an Apprentice may request their Contractor submit a written recommendation to the JAC to be considered for early completion. The JAC will review the recommendation and either deny or request BAS issue the completion paperwork.

- **Reapplication Timeline:** Rob Giese discussed adopting a policy that allows the JAC to apply a specified amount of time a cancelled Apprentice must wait until they may reapply to the Apprenticeship Program. This policy would only be applied to Apprentices that have been cancelled for disciplinary reasons and would act as a “period of reflection” for the Apprentice. In addition, individuals this reapplication policy is applied to, will not be allowed to request credit for hours worked during the break in service.

Rob explained that this will be discussed at all the JAC meetings and a universal policy would be drafted and be applied uniformly to all JAC’s. An initial draft of this policy will be ready by the next JAC meeting. The JAC discussed and came to a consensus that adopting the policy would be a benefit, 6 month break acceptable, and will review draft when it is provided.

- **Rigging Changes:** Rob Giese reported there would be no changes applied to the Rigging curriculum for the Greater Wisconsin Millwright JAC. Rob went on to briefly explain the changes being introduced to the Carpenter’s curriculum to address concerns voiced during exit reviews conducted by our five Carpenter JAC’s in the NCSRCC Training Fund. The changes include the creation of a separate course, Rigging Awareness, which will not be a certification class.
- **Apprentice Initial JAC Appearance:** David Coenen suggested allowing future new indentured Apprentices to attend their initial JAC appearance virtually or via telephone if they live beyond a specified distance from the JAC meeting location. He reminded the JAC that the jurisdiction of the committee is the entire Greater Wisconsin area and therefore, some Apprentices would be traveling a great distance. Lynn O’Shasky was consulted and indicated that BAS would consider this an acceptable practice if a designated travel distance was established and consistently applied. The JAC discussed and the consensus was a 50-mile travel distance, to match the current hotel policy travel distance. Starting with the next JAC meeting, this option will be included in the email invite to the newly indentured Apprentices.
- **Next Meeting:** Thursday, September 23, 2021 at 1:00pm

Pursuant to Open Meetings Law Stat. 19.85(1)(c), Motion made by Lee Polencheck and seconded by Keith Wilcox to go into closed session at 1:39pm, motion passed.

Closed Session:

- Closed Session Minutes from March 11, 2021 JAC meeting were read. Motion made and seconded to approve; motion passed.
- Letters of Introduction
- New Indentures
- Transfers, Re-Assignments, and Completions
- Apprentice Reviews & Activities

Adjourn: 3:14pm