

**MADISON AREA CARPENTRY
JOINT APPRENTICESHIP COMMITTEE**

North Central States Regional Council of Carpenters Training Center
5202 Monument Lane, Madison WI 53704

Meeting Date: March 25, 2021
Time: 1:00pm
Place: Virtual via Zoom

MEETING MINUTES (Open)

The meeting was held in compliance with Wisconsin's Open Meeting Law.

The meeting was called to order at 1:08pm by Maurice Mueller.

Roll call of committee members was taken at 1:09pm.

- **Present** – Kris Benish, Corey Bialcik, Ryan Daniels, Apolonio Duran, Mike Higgins, Maurice Mueller, Mark Schneider, Scott Watson, Aaron Westhuis, Jean Vogel, and Aaron Zimmerman
- **Absent** – Scott Nordenstrom
- **Guests Present** – Patti Johnson (CTI), Karla Braunsky (CTI), Lisa Perkofski (CTI), and Milton Rogers, (ATR/BAS)

Open Session

- Reading and approval of November 12, 2020 meeting minutes.
Motion made to approve by Aaron Zimmerman and seconded by Mike Higgins; motion carried.
- **Affirmative Action:** See attached log.
- **BAS Report** – Milton Rogers summarized the 2 grants DWD currently has; Support Services, \$600 for Apprentices and \$1000 reimbursement for employers who have hired individuals that have completed a WI registered Youth Apprenticeship. He also indicated he would be moving positions and would no longer be assigned to this JAC, effective April 09, 2021. He reported that it was the intention of BAS to expedite his replacement and the JAC would be notified when that happened. Milton also stated that Joshua Johnson, BAS Director, has been selected to sit on the National

State Directors council, which will give Wisconsin a chance to share best-practices on a national level.

- **WTCS Report** – Lisa Perkofski reported that Amy Kox, NWTC, attended a previous JAC and reported that NWTC was still moving forward with replacing the vacant Apprenticeship Manager position. This position is still not anticipated to be filled before 7/01/2021.

Old Business

- **Texting App** – Lisa Perkofski reported that the Training Center is now texting Apprentices two reminders of upcoming scheduled training. The Apprentices receive a text the Monday prior to scheduled training and then again on the Sunday before training. This is one more step to ensure that Apprentices attend training when they are scheduled and stay on course to complete their program on-time. Lisa also noted that the scheduled training attendance policy will be enforced to ensure Apprentices are attending training when scheduled and are on the path to completely timely. The text notice started only a few weeks ago, but attendance to scheduled training has already improved.

New Business

- **Apprentice Inquiry Form** – Karla Braunsky reported that the Training Center has created a new form, Apprentice Inquiry Form. This form is designed to help organize and gather pertinent information from Apprentices that have failed to keep in adequate contact with the Training Center. This form is designed to be used as a last resort to obtain needed information from Apprentices.
- **Apprentice Progress Report** – Maurice Mueller reported that when Contractors receive the Apprentice Progress Reports, after their Apprentices have attended scheduled training, the comments section is rarely completed. He is requesting that the Instructors complete written comments on all future Apprentice Progress Reports.
- **Next Meeting** – Wednesday, June 16, 2021 at 1:00pm

Pursuant to Open Meetings Law Stat. 19.85(1)(c). Motion made to go into closed session by Kris Benish and seconded by Scott Watson; motion passed at 1:29pm.

Closed Session

- Closed Session Minutes from November 12, 2020 JAC meeting were read. Motion made and seconded to approve; motion passed.
- Letters of Introduction
- New Indentures
- Completions
- Transfers, Re-Assignments, and Completions
- Apprentice Actions / Reviews

Adjourn: 2:55pm