

## Arkansas Apprenticeship Coordination Steering Committee May 2022 Meeting Minutes

For a complete record of this meeting, use this link to access the audio recording:

[https://aei1003-my.sharepoint.com/:f:/g/personal/greg\\_aleshireelectric\\_com/EhSzgj7IAhNJhztKNgwxLn8BwlluN18XdY0PXtuIVfteqA?e=n8IReK](https://aei1003-my.sharepoint.com/:f:/g/personal/greg_aleshireelectric_com/EhSzgj7IAhNJhztKNgwxLn8BwlluN18XdY0PXtuIVfteqA?e=n8IReK)

Meeting called to order at 12:32 pm on May 5th, by Chairwoman Breashears (via GoToMeeting )

### Roll Call:

**Present:** Greg Aleshire, Karen Breashears, Nanci Caillouet, Ed Carrington, Kathy Fulks, Heath Harris, Mary Beth Hatch, and Kelley Sharp

**Absent:** Bill Allison, Bill Roachell, and David Stephens

**Guest:** Derrick Daniels-OSD, Mark McManus-OSD, Randy Prather-USDOL, Director Waits-OSD, David Wallace-OSD, Marsha Sebourn- Arkansas Rural Water Association, Dr. Hamby-OSD, Sheri Overstreet, and Patricia Sanderson

### Previous Month's Meeting Minutes:

-There was a motion by Kelley Sharp and a 2<sup>nd</sup> by Nanci Caillouet to approve the minutes from the April meeting as presented. Motion passed.

### Review of CT Applications:

**Begins at 2:04 minute-mark**

Chairwoman Breashears stated that if all of the CT applications, on the agenda for today, were approved we would be about the budgeted amount for this fiscal year. See attached. Director Waits stated that there was more money in the account than what was budgeted so there would not be an issue if the amount approved was more than the budget. Chairwoman Breashears began going over the applications.

- CT-22-20273 There was a motion by Kathy Fulks and a 2<sup>nd</sup> by Nanci Caillouet to approve in the amount of \$2,183.26. Motion Passed. Heath Harris abstained.
- CT-22-20274 There was a motion by Kelley Sharp and a 2<sup>nd</sup> by Kathy Fulks to approve in the amount of \$2,252.92. Motion Passed.
- CT-22-20275 There was a motion by Kelley Sharp and a 2<sup>nd</sup> by Kathy Fulks to approve in the amount of \$3,421.85. Motion Passed.
- CT-22-20276 There was a motion by Kathy Fulks and a 2<sup>nd</sup> by Greg Aleshire to approve in the amount of \$1,916.57. Motion Passed.
- CT-22-20277 There was a motion by Nanci Caillouet and a 2<sup>nd</sup> by Greg Aleshire to approve in the amount of \$8,507.44. Motion Passed.
- CT-22-20278 There was a motion by Kelley Sharp and a 2<sup>nd</sup> by Greg Aleshire to approve in the amount of \$6,899.04. Motion Passed.
- CT-22-20279 There was a motion by Greg Aleshire and a 2<sup>nd</sup> by Nanci Caillouet to approve in the amount of \$14,361.77. Motion Passed.
- CT-22-20280 After a discussion, there was a motion by Nanci Caillouet and a 2<sup>nd</sup> by Kathy Fulks to table this application until the June meeting. Motion Passed
- CT-22-20281-There was a motion by Greg Aleshire and a 2<sup>nd</sup> by Nanci Caillouet to approve in the amount of \$786.81. Motion Passed.
- CT-22-20282 There was a motion by Kathy Fulks and a 2<sup>nd</sup> by Greg Aleshire to approve in the amount of \$7,592.37. Motion Passed.
- CT-22-20283 There was a motion by Nanci Caillouet and a 2<sup>nd</sup> by Greg Aleshire to approve in the amount of \$5,118.30. Motion Passed.
- CT-22-20284 There was a motion by Greg Aleshire and a 2<sup>nd</sup> by Kathy Fulks to approve in the amount of \$5,188.57. Motion Passed.
- CT-22-20285 There was a motion by Greg Aleshire and a 2<sup>nd</sup> by Heath Harris to approve in the amount of \$916.88. Motion Passed. Kathy Fulks and Ed Carrington abstained.
- CT-22-20286 There was a motion by Kelley Sharp and a 2<sup>nd</sup> by Kathy Fulks to approve in the amount of \$4,514.29. Motion Passed.
- CT-22-20287 There was a motion by Greg Aleshire and a 2<sup>nd</sup> by Kathy Fulks to approve in the amount of \$6,785.25. Motion Passed.
- CT-22-20288 There was a motion by Kathy Fulks and a 2<sup>nd</sup> by Greg Aleshire to approve in the amount of \$3,684.88. Motion Passed.

Based on the applications approved today, \$13,199.73 has been approved over the budgeted amount. This along with today's tabled application, if approved in the June meeting, will be just under \$28,000.00.

-There was a motion by Nanci Caillouet and a 2<sup>nd</sup> by Greg Aleshire to increase this year's budget by \$30,000.00. Motion Passed.

### **AACSC By-Laws:**

**Begins at 49:39 minute-mark**

-Kathy Fulks stated that she was still working on the By-laws. She had been in contact with Bill Roachell and Nanci Caillouet to get their feedback. Next week she will send out an updated version to each of the committee members.

### **U.S. DOL-OA, Mr. Prather reported:**

**Begins at 51:30 minute-mark**

Active Programs 127

Apprentices 7326

New Apprentices 1262

Suspended 27

Cancellations 963

Completed Apprentices 326

Employers 786

**\*\*These numbers are based on 10-1-21 start date\*\***

-Reminder that if any program has five or more apprentices, that program must have an Affirmative Action Plan.

-Programs are going a good job taking care of their overdue apprentices.

-Chairwoman Breashears asked about the issue with Rapids and duplicate apprentices. Mr. Prather stated that they are working to correct this issue, however if a program notices an apprentice with duplicate numbers, please get in contact with him.

### **Mark McManus reported on:**

**Begins at 57:45 minute-mark**

- Currently working on a handbook for a state certified pre-apprenticeship program. Planning on launching the application process later this month.
- Why Apprenticeship videos, made in conjunction with ARPBS, two have been created so far. The next will be more industry sector driven.
- Discussed the gains made in apprenticeship thru advanced manufacturing, agri-business, and health care.
- Chairwoman Breashears asked if Mr. McManus would please send out an email with his notes for today meeting to the committee, due to some members having issues with internet connections. See attached.

**OSD-OA, Mr. Daniels reported on:**

**Begins at 1:07:05 minute-mark**

- The semester is winding down, everything is going very well.
- The list for the new database may be finished by the end of the week. If all goes well it should be ready to be tested very soon.

**22/23 Funding Guidelines:**

**Begins at 1:10:30 minute-mark**

- Funding Guidelines, topics discussed
- Plumbing Code Books- In the past the AACSC had an MOU with ICC to purchase the plumbing code books at a set price. Now they are offering a percentage discount, however the prices are fluctuating. See attached.
- What documents do programs need to keep on hand and for what length of time? Both Mr. Prather and Director Waits stated that five years is what the USDOL and OSD require.
- There was a discussion regarding what documents Mr. Bellcock is requesting for the audits. Chairwoman Breashears asked if Mr. Bellcock could be present for next months meeting to get his thoughts. See attached.
- There was a discussion regarding increasing the amount of equipment funding a program can request from \$20,000 to \$25,000 per year. Greg Aleshire asked if

there have been programs request more than \$20,000 per year, in the past. After discussion, it was decided to leave the limit at \$20,000.

**Adjournment:**

Meeting adjourned at 2:24pm

The next meeting is scheduled for June 2<sup>nd</sup> @ 12:30pm via GoToMeeting, unless otherwise notified,

Sincerely,  
Greg Aleshire  
Secretary, AACSC

FY 21	Active Programs	# New Apprentices	+/-	Total Apprentices	+/-	Suspended	Canx	+/-	Completed	+/-	Employers
7/1/2021	119	1779	188+	6921	13+	6	902	75+	440	81+	707
8/1/2021	120	1980	201+	7016	95+	5	957	55+	469	29+	708
9/1/2021	122	2571	591+	7402	386+	6	1043	86+	515	46+	727
10/1/2021	122	3001	430+	7506	104+	7	1232	189+	582	67+	731
FY22											
10/31/2021	122	147		7566		4	50		36		732
11/30/2021	122	293	146+	7422	144-	4	286	236+	61	25+	739
12/31/2021	122	383	90+	7399	23-	22	335	49+	91	30+	741
1/31/2022	122	713	330+	7518	119+	22	459	124+	145	54+	748
2/28/2022	122	891	178+	7371	147-	23	730	271+	186	41+	786
3/31/2022	125	1071	180+	7313	58-	24	858	128+	267	81+	786
4/30/2022	127	1262	191+	7326	13+	27	963	105+	326	59+	786

New Apprentices FY 22						
	Const	IT	Med	Manf		Other
Oct	145	18		4		
Nov	109	28				7
Dec	30	2		4		2
Jan	244	41		1		6
Feb	138	8	4	6		4
Mar	126	18		0		6
Apr	122	25				18
May	3					

Completed FY 22						
	Const	IT	Med	Manf		Other
	24	7				3
	20	1				1
	24	15		2		
	27	7				2
	38	6		1		
	52	36		1		
	36	21		1		1

**CT Applications  
AACSC Review Committee  
Thursday, May 5, 2022**

CT NO.	Program	Descriptions	Requested Amount	Recommended Amount	Equipment	Curr 100% Instructor Books	Curr 75% Student Books	Curr 100% Code Books
22-73	Jonesboro Plumb	2018 Plumb & Gas (12) Code Books	2,183.26	2,183.26				2,183.26
22-74	McGehee Electrical	Curriculum Student Books Instructor Books Code Books	2,750.72	2,237.64		694.31	1,459.61	83.72
22-75	NPC Plumbing	Curriculum Student Books 2006 & Gas (15 Each)	3,137.26	3,421.85			1,787.26	1,634.59
22-76	NPC HVAC	Student Books/Code Books	2,482.82	1,916.57			1,369.86	546.71
22-77	NPC Electrical	Curriculum Student Books (100) 2020 NEC & Tabs (25 each) (No pay for tabs)	8,791.44	8,507.44			7,852.44	655.00
22-78	NPC Plumbing	2018 Plumb & Code (40 each)	6,899.04	6,899.04				6,899.04
22-79	Western Ark Plumb (Bentonville)	2018 Plumb & Gas (80 each) Code Books	14,361.77	14,361.77				14,361.77
22-80	LR Ironworkers	Equipment Welding Machine, etc.	15,374.10	15,374.10	15,374.10			
22-81	Evers Electric (El Dorado)	Students Books Level one-two Stud. Package	786.81	786.81				786.81

22-82	NW Mechanical Plumb (Fayetteville)	2018 Plumb & Gas Code Books (40 each)	9,108.37	7,592.37				7,592.37
22-83	Eagle Electric (Benton)	Student Books Mike H. Level 1 & 2(5 each) Mike H. Level 3 & 4(10 each)	4,500.00	5,118.30			5,118.30	
22-84	UACCB Plumb	Curriculum Plumb Level 1-4 (5 Each) 2018 Plumb & Gas (20 each)	4,857.99	5,188.57			1,470.67	3,717.90
22-85	ACEF- Electrical	Student Books Basic Elec Theory (20)	916.88	916.88			916.88	
22-86	Central Ark Plumb	2018 Plumb & Gas Code B. (25 each)	4,514.29	4,514.29				4,514.29
22-87	Ft. Smith- Van Buren (Plumbing)	Code Books 2018 Code & Gas (35 each)	6,426.53	6,426.53				6,426.53
22-88	NCA Plumb Mt. Home	2018 Plumb & Gas - 20 each	2,168.16	3,684.88				3,684.88
Total			89,259.44	89,130.30	15,374.10	694.31	20,761.83	52,300.06



# DRAFT--Construction Industry Craft Training Funds Report

Usage	Budget	Amount Approved	Disbursed	Not used after approved
<i>Outreach &amp; Education</i>	\$ 31,846.60	\$ 15,955.52	\$ 955.52	
<i>Curriculum</i>	\$ 539,091.20	\$545,906.96	\$488,192.05	
<i>Equipment</i>	\$ 59,886.40	\$39,235.03	\$19,122.83	
<i>Instructor Training</i>	\$ 43,039.80	\$27,200.00	\$11,836.02	\$15,363.98

Totals To Date:                      \$673,864.00                      \$628,297.51                      \$520,106.42

<b>Total CT Fund Budget</b>	<b>\$ 673,864.00</b>	<b>BUDGET FY 22</b>		<b>Balance</b>		<b>Balance</b>
				\$ 60,930.47		\$ 153,757.58

	Cat. Budget FY22	Balance	Balance
<i>Outreach &amp; Education</i>	\$ 31,846.60	\$ 15,891.08	\$ 30,891.08
<i>Curriculum</i>	\$ 539,091.20	\$6,815.76	\$ 50,899.15
<i>Equipment</i>	\$ 59,886.40	\$ 20,651.37	\$ 40,763.57
<i>Instructor Training</i>	\$ 43,039.80	\$ 15,839.80	\$ 31,203.78

<b>Amount needed to approve May CT's</b>	<b>\$89,130.30</b>
<b>Amount needed to approve May CT's and negative curriculum balance</b>	<b>\$95,946.06</b>
<b>CT Fund Balance after All CT's Approved and Negative Balance fixed</b>	<b>\$35,015.59</b>

Report Date:                      4/21/2022

Memorandum of Understanding (MOU)  
ICC/ Arkansas Apprenticeship Coordination Steering Committee

This MOU is made as of December 1, 2021 (the "Effective Date") by and between Arkansas Apprenticeship Coordination Steering Committee (AACSC), and the International Code Council ("ICC").

The parties hereto agree as follows:

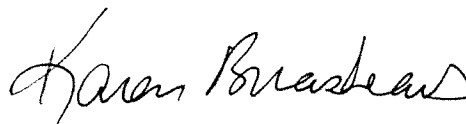
- 1) ICC is the sole publisher of the 2018 Arkansas Plumbing Code and the 2018 Arkansas Fuel Gas Code (hereafter referred to as "Arkansas Codes").
- 2) AACSC would like to secure special pricing on the 2018 Arkansas Codes for use in the State of Arkansas Plumbing Apprenticeship Programs.
  - a. Appendix A lists all twenty-one (21) Programs that shall take advantage of this special pricing under this agreement.
- 3) ICC shall offer all Arkansas Plumbing Apprenticeship Programs a discount of 35% off the current single unit non-member list price per title. Taxes and shipping charges shall be additional.
  - a. It is agreed that purchases shall be of a minimum of 20 sets of the Arkansas Codes per order.
  - b. Payments are due net 30 days.
  - c. Returns are not permitted unless there are deficits.
- 4) Program purchasing agents shall place their orders with Mark Gerry at: [mgerry@iccsafe.org](mailto:mgerry@iccsafe.org) or by calling (888) 422-7233 ext. 3325
- 5) This MOU shall be in effect for a period beginning December 1, 2021 through June 30, 2023

IN WITNESS WHERE OF: The parties have executed this Agreement as of the date first above written.

**Mark Gerry**

Digitally signed by Mark Gerry  
DN: cn=Mark Gerry, o=International Code  
Council, ou=Customer Service and sales,  
email=mgerry@iccsafe.org, c=US  
Date: 2021.11.30 12:52:05 -08'00'

Mark Gerry  
Assistant Director, Customer Service & Sales, ICC



Karen Brea  
Chairperson, Arkansas Apprenticeship  
Coordination Steering Committee

**Virtual Training:**

In response to the Covid-19 pandemic many apprenticeship programs developed virtual models to provide quality apprenticeship programs. Moving forward, a blended approach to training is eligible for funding provided the following procedures/guidelines are followed:

1. Online Training must be a live presentation, with the ability to interact with the students for question and answer. The instructor(s) must be able to view and identify the students.
  - a. An electronic recording of the class must be available to OSD.
  - b. An electronic sign in sheet must be maintained for each class.
  - c. A computer diagnostic listing each participant with join and leave times must be maintained for each class.
  - d. All electronic test/homework etc must be documented to include a copy of the material covered and grade
2. A pre-recorded training session may be used to allow apprentices to makeup classroom hours; however, pre-recorded sessions are not eligible for state funding.
3. Funding will be available for up to 160 hours of instruction.
4. The apprenticeship program must be in compliance with Circular 2021 -01 issued on December 16, 2020.

**Items that may need to be addressed**

Number of attendees for each class taught should be limited by class (30 students per class?).

Number of instructors paid for each class taught is not addressed.

Does not mention number of breaks per training session.

50 minutes of instruction equals 1 hour of training(?).

Attendance time is not addressed or RTI hours tracked by each apprentice.