

**APPROVED**  
**9/20/07**

## **VIRGINIA APPRENTICESHIP COUNCIL MINUTES**

The Virginia Apprenticeship Council (Council) met on Thursday, June, 21, 2007 at the Hospitality House, 415 Richmond Road, Williamsburg, Virginia 23185.

**COUNCIL MEMEBERS PRESENT:** Dr. Steven R. Staples, Chairman  
Robert M. Bess  
Theresa Dagenhart  
Alton Glass, Sr.  
Dudley Harris  
Earl Dickerson  
Don Lilywhite for Ms. Delores Esser  
Everett Patterson  
Lynn Taylor II  
Gloria Westerman for Dr. Glen Dubois

**STAFF PRESENT:** C. Ray Davenport, Commissioner, DOLI  
Beverley Donati, Division Director  
Patricia Morrison, Assistant Division Director  
Reba O'Connor, Policy & Planning Specialist

### **CALL TO ORDER AND INTRODUCTIONS:**

Chairman Staples called the regular scheduled quarterly meeting of the Virginia Apprenticeship Council to order. The presence of a quorum was established.

Council members introduced themselves. Staff members introduced themselves.

### **PUBLIC COMMENT:**

Mr. Harvey Crone welcomed everyone to Williamsburg on behalf of the Southern States Apprenticeship Management Council. This is the first time since 1987 that the Conference has been held In Virginia. He encouraged everyone to stay for the Opening Ceremony. Mr. Crone thanked Dr. Hughes and Northrop Grumman for their support and the shipyard tour that will be conducted tomorrow.

Dr. Jim Hughes, Northrop Grumman Newport News addressed the Council, welcoming everyone and encouraged those present to attend the Opening Ceremony even if they were unable to be in attendance for the whole conference. Outstanding Apprentices will be recognized and a presentation of state flags from each state belonging to the organization.

Dr. Staples thanked Dr. Hughes and Northrup Grumman on behalf of the Council for the Conference support and support of Council activities.

## **COUNCIL COMMENTS:**

There were no comments offered from Council members.

## **APPROVAL OF MINUTES:**

On proper motion and second the minutes for the Council meeting held on March 15, 2007 were approved unanimously by role call vote as amended.

## **CORRESPONDENCE:**

There was no correspondence to the Council.

## **OLD BUSINESS:**

Ms. O'Connor reported that Public Participation Guidelines, 16VAC20-10, had been completed. This periodic review began last fall. The comment period extended from October 16 through November 6, 2006. The final submission date was April 2, 2007.

The Periodic Review of the Regulations Governing the Administration of Apprenticeship Programs in the Commonwealth of Virginia, 16VAC20-20 also began last fall. Because the consensus was to amend this regulation, it was submitted for executive branch review for the NOIRA Stage of the Standard Regulatory Process. This regulation has completed the executive branch review. It was approved first by the Department of Planning and Budget, then by the Secretary of Commerce and Trade, and finally, by the Governor. The regulation has been submitted for publication in the Virginia Register on June 25, 2007. On that date, a 30 day comment period begins. Following the comment period, the regulation will be submitted for another executive branch review as part of the Proposed Stage of the Standard Regulatory Process.

Dr. Staple asked for an estimated time line. Ms. O'Connor responded by outlining the process.

## **NEW BUSINESS:**

### **Standing Subcommittees:**

a. **Ad Hoc Subcommittee:** No report.

b. **Request for Exemption from VAC Policy requiring 37-40 hours work week.**

There were two requests to recognize other than 37-40 hours per week full time employment practices. Ms. Donati presented both requests. Verbatim minutes from the September 18, 1998 and March 18, 1999 and the requests had been previously mailed to each member of council prior to the meeting.

Ms. Donati reviewed the request from Augusta County Public Schools. The request for a 5.5 hour work day is a reasonable standard in this occupation in public schools. All required information had been presented in the written request. Dr. Staples commented that this was the norm.

Mr. Dickerson moved that Augusta County Public Schools be approved for exemption from the 37-40 hour work week in the occupations of: School Nutrition Program Technician; School Nutrition Program Specialist; School Nutrition Program Master. Ms. Westerman seconded the motion. Motion passed unanimously on roll call vote.

Ms. Donati reviewed the request from INOVA Health System, Falls Church, Virginia. The request is for the occupation of Nurse Assistant -Clinical Technician to be allowed to work 3 12 hour shifts. This request is standard in this industry. All required information had been presented in the written request. Ms. Westerman reported that INOVA Health System has six hospitals currently in their organization and are looking into other areas for possible healthcare apprenticeships.

Mr. Dickerson moved that INOVA Health System be approved for exemption from the 37-40 hour work week in the occupation of Nurse Assistant-Clinical Technician. Ms. Westerman seconded the motion. Motion passed unanimously on roll call vote.

Dr. Staples commented that this is exciting for apprenticeship and will help address the high staffing needs and low applications in this industry. Ms. Westerman commented that other healthcare organizations are looking at the INOVA program.

#### **VIRGINIA APPRENTICESHIP ALUMNI ASSOCIATION:**

VAAA President Ray Louth reported that the Alumni met on April 12<sup>th</sup> to elected new officers and directors. There has been a good response to recruiting new members. He thanked Dr. Hughes for registering the latest completing NGNN apprentices as VAAA members. The 4<sup>th</sup> annual golf tournament will be held on September 20, 2007 at the Hollows Golf Club. Mr. Louth encouraged everyone present to play and assist with sponsors.

#### **REPORTS:**

##### **Virginia Community College System:**

Ms. Westerman will report the numbers served by the VCCS in September.

##### **U.S. Department of Labor, Bureau of Apprenticeship Training:**

Mr. Walker addressed the Council and introduced John McDowell. Greetings were extended from the USDOL national and regional offices who will be attending the Conference. He reported that Nat Dailey retired May 31, 2007.

##### **Division of Registered Apprenticeship:**

Ms. Donati reported that applications for the apprenticeship representative in Roanoke are currently being reviewed with interviews soon to follow. She reported that all completing apprentices received information on both the VAAA and apprenticeship ring. Two new occupations are being developed: Cellar Worker and Farm Technician. The Cellar Worker is being marketed at this time to the wine industry by Todd Cook. Patty Moore, DOLI Apprenticeship Representative in Abingdon has been the

lead researcher for the Farm Technician. Cellar Technician related instruction will be provided by Piedmont Community College. Ms. Donati reported that to date 1996 apprentices had completed their programs for this fiscal year.

The next Council meeting will be held on Thursday, September 20, 2007 at JSRCCC, North Run Office Park on Parham Road, Richmond, VA.

**Department of Labor and Industry:**

Commissioner Davenport thanked Harvey Crone, Dr. Hughes, Bev Donati and all of those involved in hosting the Southern States Apprenticeship Conference. He reported that on June 14<sup>th</sup> he had the opportunity to address the subcabinet and other members of the administration on possible pros and cons of moving the Division of Registered Apprenticeship to DOE/VCCS as part of the Governor's proposed workforce consolidation plan. He stressed reasons that the Division of Registered Apprenticeship should remain at the DOLI. He stressed that the Fitzgerald Act requires Registered Apprenticeship and Wage and Employment Law be housed in the same agency. Recommendations will be presented to the Governor in July; proposed legislation will be written and introduced to the General Assembly.

**ANNOUNCEMENTS:**

Dr. Staples announced that New Horizon Educational Foundation presented three Career and Technical students \$2000 scholarships. This is the first time that the Foundation has recognized Career and Technical students with scholarships.

The meeting was adjourned at 3:10 p.m.

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Dr. Steven R. Staples

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C. Ray Davenport, Secretary