

March 12, 2024
Minutes

Present

<u>Councilmembers*</u>	<u>Title/Affiliation</u>
Brian S. Cavey	- Chairman/Employee Representative
Shaunta Chapple	- Public Representative
Norbert R. Klusmann, Sr.	- Employee Representative
Terreia Smalls	- Employee Representative
Neil E. Wilford, Jr.	- Employee Representative
Harry Preston	- Employee
Stephanie Anderson	- Employer Representative
Michelle L. Butt	- Employer Representative
Tasha Cornish	- Employer Representative
Grant Shmelzer	- Employer Representative
Minah Woo	- Employer Representative

** Before the meeting convened, Public Representative, Lateefa Durant, and MSDE representative, Chuck Wallace, notified Director, Chris Maclarion that they would be unable to attend.*

<u>Other Attendees</u>	<u>Title/Affiliation</u>
Jason Perkins Cohen	- Secretary, Maryland Department of Labor (MD Labor)
Erin Roth	-Assistant Secretary of Workforce Development and Adult Learning (DWDAL), MD Labor
John Feaster	- Deputy Assistant Secretary, DWDAL
Ken Sigman	- Maryland Assistant Attorney General
Christopher D. Maclarion	- Director, Maryland Apprenticeship and Training Program (MATP), MD Labor
Lloyd Day	-MD Labor
Sheila Jackson	- MATP, MD Labor
Jennifer D. Runkles	- MATP, MD Labor
Jane Sinclair	- MATP, MD Labor
Kevin Hunt	- MATP, MD Labor
Gina Best	- MATP, MD Labor
Coral Crawford	- MATP, MD Labor
Logan Dean	- MATP, MD Labor
Ellie Marts	- MD Labor, DWDAL
Susan Kaliush	- MD Labor, DWDAL
Anahitta Mian	- MD Labor
Jennifer Griffin	-MSDE
Lynn Stone	-MD Labor
Teresa Mena	-MD Labor
Laura Wright	-MD Labor
Marshel Pollock	-MD Labor
Pam Luby	-MD Labor

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Jacqueline Trieu	-MD Labor
Karen Parker	-MD Labor
Angela Clark	-MD Labor
Angela Harkness	-MD Labor
Aneta Lefterov	-MD Labor
Amy Belt	-MD Labor
Angella Moon	-MD Labor
Alicia Dennis	-MD Labor
Gary Armstrong	Ironworkers Local 5
Berlyn Best	MOED
Michelle Hu Ho-Alejandro	-Summit Fire and Security
Marshall Weston	-Restaurant Association of MD
Nancy Palardy	- Anne Arundel County Government
Shane Wolf	- Anne Arundel County Government
Sara Namuddu	- Anne Arundel County Government
William Hegwood	-Career Catchers
Torone Samuels	-Taylor Equipment Distributors
Joseph Pickens	-SMART Local 100
Pete Kirschner	-Build Within
Amanda Greenstreet	-Anne Arundel County Parks & Recreation
Ashley Parsons	-Franklin Apprenticeships
Dolly Bermudez	-Howard County Government
Christy Tirrell-Corbin	-University of Maryland (UMD)
Amanda Schwartz	-University of Maryland (UMD)
Chris Abell	-Carroll Technology & Innovation Council (CTIC)
Dr.Safi Mojidi	-Hacking the Workforce
Dr.Jocelyn Logan-Friend	-Project EXPAND

Chairman Cavey called the meeting to order at 9:09 a.m. at the Ironworkers Local 5 JATC Facility, 9301 Peppercorn Place, Largo, MD.

I. OPENING REMARKS AND INTRODUCTIONS

Chairman Cavey welcomed all Council members, staff and guests to the March Maryland Apprenticeship and Training Council (MATC) meeting and the second Maryland Apprenticeship and Training Council (MATC) meeting of 2024.

The Chairman thanked all for attending and gave a special thanks to Gary Armstrong and Ironworkers Local 5 for hosting the meeting and for providing breakfast and provided them the opportunity to say a few words.

Mr. Armstrong thanked everyone for attending and welcomed them to help themselves to the breakfast provided as well as tour the facility following the meeting.

Chairman Cavey asked Council members, staff, and guests to introduce themselves.

Following introductions, Chairman Cavey provided Deputy Secretary of Labor, Mr. Perkins-Cohen to say a few words.

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Deputy Secretary Perkins-Cohen thanked the Chairman for the opportunity to speak and echoed his thanks and appreciation to Ironworkers Local 5 for hosting the Council meeting. He apologized on behalf of Maryland Secretary of Labor, Portia Wu, as she is attending an equal pay event with Lieutenant Governor Miller and is unable to be in attendance.

Deputy Secretary Perkins-Cohen went on to thank everyone in attendance for all of their hard work and dedication to Apprenticeship. He shared that he recently spoke with Mr. Maclarion about how much things have changed in the Apprenticeship arena and reminisced on a time when the MATC meetings were much shorter and held in the basement of the Labor building on N. Eutaw Street. He talked about how far we have come as a state and how amazing it is to see Apprenticeships grow so rapidly. The Deputy Secretary also recognized the challenges associated with this rapid growth, and acknowledged the lofty goals in the Blueprint for Maryland's future, which sets the goal of 45% of high school students completing a high-school level apprenticeship program by the 2030-31 school year. He went on to say that it is important to preserve the integrity of apprenticeship as we move forward in pursuit of Blueprint goals and that, again, he appreciates all of the work being done to advance apprenticeship in the state.

Chairman Cavey provided Assistant Secretary of Labor, Erin Roth to say a few words but she declined in the interest of advancing through the agenda.

Chairman Cavey provided Coordinator of Apprenticeships and Industry Credentials and the Maryland State Department of Education (MSDE), Jennifer Griffin, to say a few words but she declined in the interest of advancing through the agenda.

Chairman Cavey proceeded to ask the Council if they had an opportunity to review the minutes and they collectively confirmed that they reviewed the minutes in full.

II. **Minutes of the January 9, 2024 Maryland Apprenticeship and Training Council (MATC) meeting.**

A motion to approve the minutes was made by Mr. Shmelzer, seconded by Ms. Butt and unanimously approved at 9:21 a.m. (Employer Harry Preston and Public Representative Lateefa Durant were absent).

Chairman Cavey asked Maryland Apprenticeship and Training Program Director, Chris Maclarion, to present the Director's Report.

III. **DIRECTOR'S REPORT**

Mr. Maclarion addressed Chairman Cavey, Deputy Secretary-Perkins-Cohen, Assistant Secretary Roth, Deputy Assistant Secretary Feaster, the Council members and guests. He welcomed everyone to the March MATC meeting. Mr. Maclarion went on to thank Ironworkers Local 5 Business Manager Aaron Best, Training Director, Gary Armstrong, Office Manager, Josh Beebe, and the JATC for hosting the meeting and providing breakfast.

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Mr. Maclarion provided an Apprenticeship Training Fund update:

- Total Fund Balance as February 29, 2024 after all obligations is \$1,436,454.50
- January contributions: \$20,272.35
- February contributions: \$11,093.99
- Payments from the fund totaled \$18,338.14

Mr. Maclarion was happy to share that the Department has successfully onboarded 3 brand new staff members and transitioned an additional 10 incumbent workers from the Business Solutions team to work under MATP. He stated that with the recent additions, MATP now has 13 new staff members that will be actively working on developing, implementing, monitoring and supporting apprenticeship programs throughout the state.

Mr. Maclarion stated that they are still working to fill 7 vacancies on the MATP team to ensure that nearly every county in the state has at least one apprenticeship navigator. He said that the new staff will help to support the rapid growth of apprenticeship in Maryland and that the Council can expect the size of their packets to double or even triple in size in the coming months as a result of the navigators' hard work.

Mr. Maclarion thanked Council members Norbert Klusmann and Michelle Butt for taking the time to help train the new navigators by conducting a mock Council Meeting. He said that it was very helpful for the new staff to gain insight on what Council members look for in terms of programming and how to build more successful RAPs.

Mr. Maclarion said that Youth Apprenticeship (formerly known as the Apprenticeship Maryland Program - AMP) continues to expand and shared that all 24 school systems are participating with apprentices in nearly every school system. He shared that the state has reached another milestone in that over 1,000 youth apprentices are actively earning and learning as part of their highschool graduation track. He took the time to thank all the school systems as well as MSDE for their partnership and their assistance in reviewing all the curriculum.

Mr. Maclarion provided an update on apprentice numbers and data in the state.

- There are 11,240 active apprentices (1,167 are new/extended)
- There have been 403 completions since the beginning of this year (on pace to graduate 2,095 by the end of 2024- a state record)

Mr. Maclarion provided an update from the November Council meeting and shared that East End Placement Driving and Placement Service LLC apprenticeship program had a date set with the Office of Administrative Hearings (OAH). That date was rescheduled from January 24th to 26th, but at the request of the Counsel for East End, that date was canceled again. Mr. Maclarion stated that the new date for the hearing will be scheduled in mid to late April and he said that he will update the Council accordingly once everything is confirmed.

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In light of the legislative session, Mr. Maclarion reminded Council Members that they may testify on bills BUT must follow the procedures for notifying the Governor's Legislative Office and the Office of the Secretary at Labor.

Mr. Maclarion addressed some questions from the Council regarding the packets. He said that in the Youth packet several employers have multiple courses listed for Related Instruction (RI) and that it is intentional so that students from all across the county have the opportunity to participate. Additionally, Mr. Maclarion pointed out that the On-the-Job Training (OJT) hours within the packets may be listed as 40hr/week but he clarified that 40hr/week is the maximum, not necessarily the amount of hours that an apprentice *will* work.

Finally, Mr. Maclarion provided a brief update on behalf of the MATC Efficiency Subcommittee. He stated that the official report from the subcommittee is currently under review but shared *some* of the discussion points that came up during the meetings.

- Required attendance of sponsors
- Shortening MATP staff presentations
- Creating a google folder to share Council materials

In closing, Mr. Maclarion thanked the Council for their time and offered to answer any questions.

A motion to approve the Director's Report was made by Mr. Shmelzer, seconded by Mr. Klusmann and unanimously approved (Public Representative Lateefa Durant was absent and Employee Representative, Harry Preston, arrived at 9:24 while Mr. Maclarion was presenting the Director's report.)

IV. NEW BUSINESS

A. NEW PROGRAMS:

1. Casa Ruben, Inc. (Gina Best) – Request for registration of standards of apprenticeship and Affirmative Action Plan for a new program for the occupation of Medical Assistant. (ITEM 1)

Ms. Best began by sharing that she was joined by Dr. Ligia Peralta to request the Council's approval and registration of Standards of Apprenticeship and Affirmative Action Plan for the occupation of Medical Assistant. She provided some additional background information on the program and occupation and offered to answer any questions from the Council.

Mr. Wilford pointed out that Item 1 and Item 5 on the agenda are both requesting approval for the occupation of Medical Assistant. He asked why Item 1 has 2,000hrs of RI, while item 5 has 4,000hrs of RI.

Ms. Best explained that MATP staff has already looked into that and that across the board, nationally, there is a range of RI from 1yr (2,000hrs) to 2yrs (4,000) for this occupation.

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Mr. Wilford pointed out that Item 1 and Item 5 on the agenda are both requesting approval for the occupation of Medical Assistant. He asked why Item 1 has 2,000hrs of RI, while item 5 has 4,000hrs of RI.

Mr. Wilford expressed his concern that approving apprenticeships for the occupation of medical assistant may compete with the occupation of nurse.

Mr. Maclarion clarified that the medical assistant occupation is part of a larger pathway. He said that for some they may start their career pathway pursuing the occupation of medical assistant but due to overlap between the professions, it could also help them move towards a nursing pathway (CNA/GNA/GNA/RN).

Ms. Chapple also provided some insight as she has had experience in the medical field. She explained that the medical assistant occupation is different and separate from the occupation of nurse. She said that the medical assistant's primary job is to support the provider, collect data, handle paperwork and prepare the patient for the provider, while a nurse has a much larger scope of practice and can perform certain procedures and administer certain tests of medicines. Furthermore, she stated that nurses are required to be licensed, while medical assistants are not.

In comparing agenda items 1 and 5, Ms. Anderson pointed out that there are different journeyworker rates for the two programs despite the fact that it is for the same occupation. She said that one program has a journeyworker rate of \$22 and the other has a journeyworker rate of \$40. She asked why this is the case.

Chairman Cavey responded in saying that it is not uncommon to see larger discrepancies in pay across different apprenticeship programs, no matter the occupation.

Ms. Woo provided further clarification on agenda items 1 and 5. She said that item one is for a certification course while item 5 is for a full associate's degree and that the difference in pay and RI are a reflection of the way the programs are structured and designed.

Mr. Shmelzer recommended that in Appendix B of the packet, the sponsor withdraw "September through May" as part of the submission as to not limit the amount of apprentices that participate.

Ms. Anderson asked what percentage of the RI is held in-person versus virtually.

The sponsor responded that the ratio of in-person to virtual related instruction will be 50-50 with 103hr of in-person RI.

A motion to approve this new program and registration of an Affirmative Action Plan was made by Ms. Chapple, seconded by Ms. Woo and approved. Neil Wilford opposed the motion and Ms. Anderson abstained (Public Representative Lateefa Durant was absent).

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Dr. Peralta thanked the Council and briefly described the value of the program and the opportunities it will present to jobseekers.

2. Carroll Tech & Innovation Council (Sheila Jackson) – Request for registration of standards of apprenticeship and Affirmative Action Plan for a new program for the occupations of Cybersecurity Support Technician, Data Analyst, Network Support Specialist, and Tech Support Specialist. (ITEM 2)

Ms. Jackson began by stating that she was joined by Mr. Chris Abell, Executive Director of the Carroll Tech & Innovation Council, to request MATC's approval and registration of Standards of Apprenticeship for 4 occupations; Cybersecurity Support Technician, Data Analyst, Network Support Specialist, and Tech Support Specialist. She provided some additional background information on the sponsor, program, and occupations and offered to answer any questions from the Council.

Mr. Shmelzer pointed out that there is discrepancy in the packet regarding the age requirements and different sections of the packet list different minimum ages.

Ms. Jackson apologized for the confusion and explained that originally MATP was only looking at the Registered program but now understands that the sponsor would like to implement a succession plan and include school to apprenticeship.

Mr. Shmelzer indicated that certain sections within the packet need to be revised to accurately reflect the intentions of the sponsor and confirmed that the sponsor was indeed willing to make those changes.

Mr. Shmelzer asked if there will be mandatory check-ins or help available to the Apprentices since much of the work will take place in a virtual setting.

Mr. Able responded affirmatively, explaining that there is a system in place that allows him to track their progress and success for RI, providing him the insight and opportunity to reach out to apprentices that may need additional assistance.

Ms. Woo stated that the training should be different for each (4) occupations (excluding core competencies) and that there should be more clarity around the RI hours for each occupation. Ms. Woo also asked if all of the training is being provided through CompTIA and Microsoft or if there are additional training providers.

The sponsor said that the work process schedules included in the packet, there is a breakdown of the RI instructions hours for each occupation. To address Ms. Woo's second question the sponsor said that there is 25 hours of durable skills training that will be provided virtually through a system called Udemy (could also be provided by IBM or Microsoft depending on employer preference).

Ms. Woo said that she does not want to delay the approval of these programs, however, she would like to see more clarity surrounding the RI and training for each occupation.

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Mr. Klusmann asked if the students are able to see an instructor for assistance.

The sponsor replied that the student will have access to an instructor and will have the option and ability to meet with them for extra support and assistance as needed.

A motion to approve this new program and registration of standards of apprenticeship with revisions to clarify the related and instruction and training for each of the 4 occupations was made by Mr. Shmelzer, seconded by Mr. Smalls and unanimously approved (Public Representative Lateefa Durant was absent).

3. Restaurant Association of Maryland (Sheila Jackson) – Request for registration of standards of apprenticeship and Affirmative Action Plan for a new program for the occupation of Restaurant Manager.(ITEM 3)

Ms. Jackson began by stating that she was joined by Mr. Marshall Weston from the Restaurant Association of Maryland to request the Council's approval of Standards of Apprenticeship and an affirmative action plan for the occupation of Restaurant Manager. She provided some additional background information on the sponsor, program, and occupation and offered to field any questions from the Council.

Ms. Anderson asked if the pay increases were based on education level. She followed up by asking if a student would receive credit for level 1 if they were to drop out before the end of the first year.

Mr. Maclarion directed Ms. Anderson to "Appendix C" in the packet and clarified that once the apprentice hits the competencies for the first level and that level of related instruction they may advance to level 2.

Mr. Wilford asked what would happen in a scenario where an apprentice is tested on 10 competencies and passes 8 of them but doesn't do well on 2 of them.

The sponsor said that the apprentice would only have to go back and retest for the 2 competencies that they did not pass.

Mr. Shmelzer expressed his concern regarding an 18 years old being a restaurant manager.

The sponsor clarified that this program is not necessarily for a general management position. He said that there are different levels of management and different restaurant settings.

Mr. Smalls asked if there is a criminal check for the sponsors working with individuals under 18 years old.

The sponsor assured the Council that all employers are vetted.

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A motion to approve this new program and registration of standards of apprenticeship with an affirmative action plan was made by Ms. Woo, seconded by Ms. Butt and unanimously approved (Public Representative Lateefa Durant was absent).

4. Taylor Equipment Distributors, Inc. (Gina Best) – Request for registration of standards of apprenticeship and Affirmative Action Plan for a new program for the occupation of Commercial Appliance Repairer. (ITEM 4)

Ms. Best began by sharing that she was joined by Mr. Tyrone Samuels from Taylor Equipment Distributors to request the Council's approval and registration of Standards of Apprenticeship and Affirmative Action Plan for the occupation of Commercial Appliance Repairer. She provided some additional background information on the program and occupation and offered to answer any questions from the Council.

A motion to approve the registration of standards and an Affirmative Action Plan for this new program was made by Ms. Anderson, seconded by Mr. Wilford and unanimously approved (Public Representative Lateefa Durant was absent).

5. Kindred Hair & Skin Center (Sheila Jackson) – Request for registration of standards of apprenticeship for a new program for the occupation of Medical Assistant. (ITEM 5)

Ms. Jackson began by stating that she was joined by Mr. Charlotte Haskle and Ms. Dolly Bermudez to request the Council's approval of Standards of Apprenticeship and an affirmative action plan for the occupation of Medical Assistant. She provided some additional background information on the sponsor, program, and occupation and offered to field any questions from the Council.

Mr. Klusmann pointed out that the packet says that apprentices will go from \$21 to \$40/hr in the 4th quarter and asked if that was accurate.

Ms. Jackson said that it is not accurate and that apprentices will finish the program making \$21/hr.

Mr. Maclarion and Chairman Cavey said that the wage progression needs to be corrected for this item.

Ms. Anderson said that the student will be taking 30 credit hours per year (which would amount to more than the required 144 hours). She suggested that the jacket should more accurately reflect the number of hours required for program completion

Mr. Klusmann asked why the credit hours are included and said that he would rather see seat (instruction) hours.

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Mr. Maclarion said that each credit hour is equivalent to 15 seat hours and that they will add in language that makes that clear.

Mr. Shmelzer asked if the courses are on site or virtual.

Ms. Jackson said that the program is 100% in person.

Mr. Shmelzer pointed out that, under “Qualifications” it says that the apprentice must have reliable transportation to the job site. He requested that they add language to reflect the fact that the apprentices will also need reliable transportation to get to school.

Mr. Shmelzer pointed out that it would be rather difficult to take both courses for Administrative Medical Assistant 1 and Administrative Medical Assistant 2 in one term and expressed his concern.

Ms. Jackson said that the language came straight from Anne Arundel Community College (AACC).

Mr. Preston asked how long the terms/semesters are?

Mr. Maclarion said semesters typically run from Sept-Dec. and late Jan-May.

He expressed his concern that the student would not be able to register for the courses for Administrative Medical Assistant 1 and 2 at the same time.

Ms. Woo pointed out that the course titles don't necessarily mean that the classes must be sequential. She said sometimes it could be the clinical portion of the theory that they're leaning in the other course.

Ms. Woo expressed her concern regarding the fact that apprentices will be working full time and full time study. She said that the only way she could see it working is if the employer is willing to give the apprentice “release time” to attend school.

Ms. Chapple acknowledged the presence and guidance of a Registered Nurse for the apprentices but she asked if there will be other Medical Assistants involved as well since the occupation they're apprenticing for is Medical Assistant.

Ms. Chapple requested that the program be revised so that a Medical Assistant is directly providing the on-the-job training the Apprentice instead of a Registered Nurse.

A motion to temporarily table item 5 to provide time for the navigator and the sponsor to resolve issues with wage progression and OJT was made by Mr. Wilford, seconded by Mr. Shmelzer and unanimously approved (Public Representative Lateefa Durant was absent).

Mr. Maclarion requested that item 7 be presented ahead of item 6 in the interest of accommodating the Sponsor. The Chairman approved his request.

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6. Summit Fire & Security (Chris MacLarion) – Request for revision to standards of apprenticeship to alter work processes, related instruction, and Affirmative Action Plan for the occupation of Sprinkler Fitter (ITEM 7).

Mr. Maclarion began by stating that he was joined by Ms. Michelle Hu Ho-Alejandro from Summit Fire & Security to request the Council's approval of a revision to the standards of apprenticeship for the occupation of Sprinkler Fitter. He provided some additional background information on the sponsor, program, and occupation and offered to field any questions from the Council.

Ms. Shmelzer pointed out the fact that the packet says the apprentice may complete the competencies in any order. He requested that the sponsor is careful not to hinder the apprentice's learning by allowing them to jump too far ahead.

Mr. Klusmann asked about the selection procedure and expressed his concern about applicants potentially being excluded from the program for not expressing sufficient interest. He shared that he found that portion to be problematic as it could potentially be a barrier to employment for the applicant and would like it removed from the standards.

Mr. Preston brought up the driver's license requirement and asked if the applicant needs a driver's license in order to be hired or if they are able to get their driver's license while they are in the program.

Mr. Maclarion answered Mr. Preston's question stating that it is a requirement to enter the program as they may need to use company cars the first day on the job.

A motion to approve revisions to the standards of apprenticeship for the occupation of Sprinkler Fitter was made by Mr. Shmelzer, seconded by Mr. Preston and approved. Mr. Small abstained and Mr. Klusmann opposed the motion (Public Representative Lateefa Durant was absent).

7. Franklin Apprenticeships (Chris MacLarion) – Request for revision to standards of apprenticeship for the occupation of Professional Success Coach.(ITEM 6)

Mr. Maclarion began by stating that he was joined by Ms. Ashley Parsons from Franklin Apprenticeships to request the Council's approval of a revision to the standards of apprenticeship for the occupation of Professional Success Coach. He provided some additional background information on the sponsor, program, and occupation and offered to field any questions from the Council.

Ms. Anderson asked if the Council had a history of approving this type of occupation.

Mr. Maclarion confirmed that the Council previously approved this occupation.

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Ms. Anderson expressed her concern that she isn't sure that a "Professional Success Coach" is an occupation.

Mr. Maclarion informed the Council that it has been an approved occupation for some time and that there are apprentices in the program as well as apprentices that have graduated.

Mr. Wilford asked how many apprentices have completed the program.

Mr. Maclarion said that there have been around a half dozen apprentices that have completed the program.

Mr. Wilford expressed his concern with the occupation and its sustainability as an apprenticeship.

A motion to approve revisions to the standards of apprenticeship for the occupation of Professional Success Coach was made by Mr. Wilford, seconded by Ms. Woo and approved. (Public Representative Lateefa Durant was absent).

Ms. Chapple added that she works at Stevenson University and shared that they have Professional Success Coaches employed there that support the students and help them to pursue, take steps towards, and achieve their personal goals.

B. OTHER BUSINESS:

8. Community College of Baltimore County (Chris MacLarion) – Request for after the fact registration with greater than 50% credit granted for Related Instruction and On-the-Job Training.(ITEM 8)

Mr. Maclarion requested the registration of apprentices with over 50% credit for both OTJ and Related Instruction on behalf of the Community College of Baltimore County. He went on to provide some additional information on the apprentices and the program and offered to address any questions from the Council.

Mr. Shmelzer asked if there have been audits of the program recently.

Mr. Maclarion said that they have been audited within the last year.

A motion to approve the registration of apprentices with over 50% credit was made by Mr. Wilford, seconded by Mr. Klusmann, and unanimously approved (Public Representative Lateefa Durant was absent).

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9. Eastern States Carpenters JAC (Chris MacLarion) – Request for after the fact registration with greater than 50% credit granted for Related Instruction and On-the-Job Training. (ITEM 9)

Mr. Maclarion requested the registration of apprentices with over 50% credit for both OTJ and Related Instruction on behalf of Eastern States Carpenters JAC. He went on to provide some additional information on the apprentices and the program and offered to address any questions from the Council.

A motion to approve the registration of apprentices with over 50% credit was made by Mr. Shmelzer, seconded by Mr. Wilford, and unanimously approved (Public Representative Lateefa Durant was absent).

10. Nickle Electrical Companies (Chris MacLarion) – Request for after the fact registration with greater than 50% credit granted for Related Instruction and On-the-Job Training. (ITEM 10)

Mr. Maclarion requested the registration of apprentices with over 50% credit for both OTJ and Related Instruction on behalf of Nickle Electrical Companies. He went on to provide some additional information on the apprentices and the program and offered to address any questions from the Council.

Mr. Wilford asked if the 2 apprentices were already registered in another state.

Mr. Maclarion said that they were both registered in Delaware and just need to be registered in Maryland.

A motion to approve the registration of apprentices with over 50% credit was made by Mr. Wilford, seconded by Mr. Klusmann, and unanimously approved (Public Representative Lateefa Durant was absent).

11. Allstate Floors & Construction, Inc. (Sheila Jackson) – Request for voluntary cancellation of standards of apprenticeship. (ITEM 11)

Mr. Maclarion stated that Allstate Floors is dissolving their program and joining the national program and requested a voluntary cancellation.

A motion to approve the voluntary cancellation was made by Mr. Wilford, seconded by Ms. Butt, and unanimously approved (Public Representative Lateefa Durant was absent).

Chairman Cavey stated that agenda items 15-46 are eligible employer requests for the Apprenticeship Maryland Program and he asked the Council if they had questions regarding any of those items.

GENERAL QUESTION FROM THE COUNCIL ON ITEMS 12-48

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Ms. Anderson asked if each Youth Apprentice is provided a clear outline of their career path and if someone is vetting the process to ensure that the students can successfully follow that path and complete the program.

Ms. Griffin said COMAR mandates that students have a 4 year plan that is accessible to them.

Mr. Shmelzer asked leadership if the goal for Youth Apprenticeship is for a full-time job to be waiting for those apprentices upon completion of the program?

Mr. Maclarion said that it is not a requirement.

Mr. Shmelzer expressed concern about agenda items 26 and 30 as those occupations do not typically offer full time employment.

Assistant Secretary Roth shared that the CTE Committee is in the process of restructuring and they are developing new guidance and a new framework.

Deputy Secretary Perkins-Cohen added that while the CTE is adjusting their framework and guidance, it is very important to raise large questions such as the one that Mr. Shmelzer asked.

Mr. Shmelzer said that he would be willing to address the CTE Committee to ask his question directly if necessary.

See Item 48 for Council vote.

12. Anne Arundel County Public Schools (Jane Sinclair) – Request for additional approved occupations for the Apprenticeship Maryland Program: Office Manager and Outdoor Educator. [YOUTH] (ITEM 12)

Mr. Wilford expressed his concern regarding youth apprentices becoming managers straight out of high school.

Mr. Maclarion said that there was a typo and that the occupation should be “Office Administration” instead of office manager.

13. Air Clear (Coral Crawford) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH] (ITEM 13)

See Item 48 for Council vote.

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14. BAFS Inc. (Coral Crawford) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH] (ITEM 14)

See Item 48 for Council vote.

15. BIM Technologies. (Coral Crawford) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH] (ITEM 15)

See Item 48 for Council vote.

16. Burdette Koehler Murphy & Associates (BKM). (Coral Crawford) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH] (ITEM 16)

Mr. Wilford asked if the position listed would be an intern instead of a Youth Apprentice.

Mr. Maclarion said that the position is for an apprentice, not an intern and that apprentices in the stationary engineering industry.

Ms. Anderson pointed out that the occupation says, instead of stationary engineer, mechanical/electrical/plumbing engineer (*p.513, item 12 of the packet*).

Mr. Klusmann articulated the difference between a mechanical engineer and a stationary engineer, he said that mechanical engineers are more on the design-side of things, whereas, stationary engineers tend to work in more of a boiler room environment.

See Item 48 for Council vote.

17. Bright Minds. (Coral Crawford) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH](ITEM 17)

See Item 48 for Council vote.

18. Brown Deer Technology. (Coral Crawford) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH] (ITEM 18)

See Item 48 for Council vote.

19. Byco Enterprises, Inc. (Jennifer Runkles) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH] (ITEM 19)

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See Item 48 for Council vote.

20. Carsins Run Canine Swim Center, Inc.. (Coral Crawford) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH] (ITEM 20)

See Item 48 for Council vote.

21. Casa Ruben, Inc. (Gina Best) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH] (ITEM 21)

See Item 48 for Council vote.

22. Clark Machine Corporation. (Coral Crawford) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH] (ITEM 22)

See Item 48 for Council vote.

23. Elite Cabinetry. (Coral Crawford) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH] (ITEM 23)

See Item 48 for Council vote.

24. Garrett Container Systems, Inc. (Jennifer Runkles) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH] (ITEM 24)

See Item 48 for Council vote.

25. Garrett County Public Schools. (Jennifer Runkles) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH] (ITEM 25)

See Item 48 for Council vote.

26. Harford Sports Performance. (Coral Crawford) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH] (ITEM 26)

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See Item 48 for Council vote.

27. Homestyle Custom Workroom. (Coral Crawford) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH] (ITEM 27)

See Item 48 for Council vote.

28. Howard County Government. (Sheila Jackson) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH] (ITEM 28)

See Item 48 for Council vote.

29. Hub Labels, Inc. (Jennifer Runkles) – Request for additional approved occupations for the Apprenticeship Maryland Program: Account Coordinator. [YOUTH] (ITEM 29)

See Item 48 for Council vote.

30. Joe’s Movement Emporium. (Sheila Jackson) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH] (ITEM 30)

See Item 48 for Council vote.

31. Joseph A Loiero Upholstering Co. (Coral Crawford) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH] (ITEM 31)

See Item 48 for Council vote.

32. Lefkos, Inc. (Zorba’s Pizza & Grill). (Coral Crawford) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH] (ITEM 32)

See Item 48 for Council vote.

33. Magnifico, Inc. (Jarrettsville Veterinary Center). (Coral Crawford) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH] (ITEM 33)

See Item 48 for Council vote.

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34. Pohanka Imports. (Gina Best) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH] (ITEM 34)

Mr. Shmelzer expressed his concern regarding youth apprentices working on vehicles without a driver's license.

Mr. Maclarion said that for the Registered Apprenticeship Program (not AMP) a driver's license is a requirement because the apprentices need to be able to test drive the cars, however, it is not a requirement for the youth program..

Mr. Shmelzer recommended that the Youth program requires that the apprentice acquire at least their learner's permit before they complete the program so that they can quickly transition into the (adult) Registered Apprenticeship Program.

Mr. Klusmann expressed his concern regarding all of the self-study curriculum.

Mr. Maclarion assured Mr. Klusmann that many other programs take a similar approach with regard to a self-study online curriculum.

Mr. Feaster added that self study doesn't just mean "read on your own", he said that there are also grades and exams associated with the self-study curriculum to ensure that the students are learning and comprehending the material.

See Item 48 for Council vote.

35. Purchase Service (Middle River Aerostructure Systems). (Coral Crawford) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH] (ITEM 35)

Ms. Anderson asked if there is a licensed master HVAC technician on site.

Mr. Maclarion said that it is the law that they must have a master technician available (by phone, text, email, fax or in person). However, a journeyworker is required to be on site.

See Item 48 for Council vote.

36. Equity Foundation. (Logan Dean) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH] (ITEM 36)

Mr. Shmelzer expressed his concern regarding a Youth Apprentice being a construction coordinator.

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Mr. Logan Dean provided some clarification for the Council. he said that the Equity Foundation is located directly across from Carver Vocational School in Baltimore City and all the construction work that is happening is located directly across from the school. He said that they will have a lot of direct supervision and that CTE teachers are using the actual site to teach the students. He also added that the RI includes OSHA training.

See Item 48 for Council vote.

37. Riverside Marine. (Coral Crawford) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH](ITEM 37)

See Item 48 for Council vote.

38. Select Contracting, LLC. (Coral Crawford) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH](ITEM 38)

See Item 48 for Council vote.

39. St. Mary's County Government. (Jane Sinclair) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH] (ITEM 39)

See Item 48 for Council vote.

40. The Newberry Cafe. (Coral Crawford) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH] (ITEM 40)

See Item 48 for Council vote.

41. Totsville Indoor Playground. (Jane Sinclair) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH](ITEM 41)

See Item 48 for Council vote.

42. Trident Aircraft. (Logan Dean) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH] (ITEM 42)

See Item 48 for Council vote.

43. TruRoots, LLC. (Coral Crawford) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH] (ITEM 43)

44. Volkswagen of Fallston. (Coral Crawford) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH] (ITEM 44)

See Item 48 for Council vote.

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45. VSC Fire & Security, Inc. (Coral Crawford) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH] (ITEM 45)

Mr. Shmelzer pointed out that the Related Instruction says nothing regarding “fire alarm helper” or “inspector helper” and is concerned that the course identified is not appropriate for the occupation.

Mr. Maclarion and Ms. Crawford agreed that it was not the appropriate course and said that they were willing to remove that section from the packet

See Item 48 for Council vote.

46. MTAC, Inc. (Jennifer Runkles) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH](ITEM 46)

See Item 48 for Council vote.

47. Quality Auto Body & Collision. (Jane Sinclair) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH](ITEM 47)

See Item 48 for Council vote.

48. University of Maryland Horn Point Laboratory Oyster Hatchery. (Jane Sinclair) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH](ITEM 48)

A motion to approve items 12-48 with discussed revisions to items 16 and 45 was made by Mr. Shmelzer, seconded by Mr. Smalls, and unanimously approved (Public Representative Lateefa Durant was absent).

5. Chairman Cavey revisited tabled agenda item 5 and invited Ms. Jackson to present recent revisions to item

5. Kindred Hair & Skin Center (Sheila Jackson) – Request for registration of standards of apprenticeship for a new program for the occupation of Medical Assistant. (ITEM 5)

Ms. Jackson started by saying that they will convert the RI credits hours to seat hours and resubmit that portion of the packet.

Ms. Jackson also clarified that the Medical Assistant Journeyworker’s rate is \$21, not \$40 and that the wage scale will be modified and resubmitted.

Ms. Anderson asked what the new percentages would be.

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Mr. Maclarion said that the percentage will start at 76.19%, the second tier would be 80.95%, followed by 90.47%, tier 4 would be 92.43% and then 100% with a Journeyworker rate of \$21.

Ms. Chapple pointed out that the OJT piece was not addressed in the navigator's revisions and that a journeyworker Medical Assistant must be present to train and supervise an Medical Assistant Apprentice.

Ms. Jackson and Mr. Maclarion said that a Registered Nurse (RN) has more knowledge and experience than a Medical Assistant and since there are currently no employees under the title of Medical Assistant available, a Registered Nurse is providing the OJT.

Ms. Chapple said that the professions of RN and Medical Assistant are different and explained that, in her experience, Medical Assistants play a direct role in supporting the provider while the nurse has a larger scope of practice but still works under the provider. She expressed her concern that the training may not be adequate as it's not coming from someone in the same occupation.

Ms. Woo said that she believes Shaunta's concern is a valid one, however she said that she fully expects the RN that will provide the OJT to fully know the scope of practice and believes that they will be able to provide adequate training and supervision.

Mr. Shmelzer pointed out that there are a lot of credit hours and asked if the apprentices are going to be released by the employer to attend classes. He asked if that concern was addressed.

The sponsor assured the Council that they will provide whatever release time they need to be able to be successful in the program, including release time for them to attend classes

Mr. Shmelzer requested that language be added to reflect that commitment.

Mr. Shmelzer said that there are only 4 pay periods and asked about the 5th term of RI and what the pay will be during that period.

Mr. Maclarion said that the terms aren't necessarily sequential.

A motion to approve the registration of standards and an affirmative action plan for this new program was made by Ms. Woo, seconded by Mr. Smalls, Mr. Chapple abstained and the program was approved (Public Representative Lateefa Durant was absent).

Chairman Cavey directed the Council to the Supplemental Agenda.

V. SUPPLEMENTAL AGENDA

A. NEW BUSINESS:

i. NEW PROGRAMS

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1. Center for Early Childhood Education and Intervention (CECEI). (Logan Dean) – Request for registration of standards of apprenticeship and Affirmative Action Plan for a new program for the occupation of Early Childhood Educator. (SUPP. ITEM 1)

Mr. Dean requested the Council's approval and registration of Standards of Apprenticeship and Affirmative Action Plan for the occupation of Early Childhood Educator. She provided some additional background information on the program and occupation and offered to answer any questions from the Council.

Mr. Shmelzer asked how many participating employers there were.

Mr. Dean said that there are 2 participating employers.

Mr. Wilford asked if the program has a 1:1 ratio.

Mr. Dean responded affirmatively, confirming that the program has a 1:1 ratio.

Mr. Wilford asked who the training provider is and whether the training will be provided online or in person.

Mr. Dean said that the training provider is the Center for Early Childhood Education and Intervention and that the training will take place in a hybrid setting with a minimum of 40 in person hours. The sponsor added that the training will always have a live instructor that is available to assist students and answer questions

Ms. Anderson said that there is language included in the packet that eliminates all the students in highschool that are not able to do a CTE program and that it should be removed.

Mr. Dean explained that the language comes directly from the Center for Professional Recognition who runs the CDA credential and that highschool students are only eligible through the CTE program.

Ms. Anderson expressed her concern that the CTE students won't have the ability to leave school to work because of their course load.

Mr. Dean explained that in many early childhood programs, students leave to work at an internship, externship, running a daycare center at the school etc. and that there tends to be a very work-heavy component to these programs.

Ms. Griffin from MSDE explained that, by this point, the students should only have to complete English and Math courses. She also explained that the schedule a student has plays a large role in their ability to leave school for work.

Mr. Shmelzer asked where the in-person classroom training was being held.

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The sponsor said the in-person classroom training will take place on site at the employer's location but the instruction will be provided by the Sponsor.

A motion to approve this new program was made by Ms. Woo, seconded by Ms. Chapple and unanimously approved (Public Representative Lateefa Durant was absent).

ii. PROGRAM REVISIONS

2. Plumbers and Steamfitters Local no. 486. (Gina Best) – Request for revisions of standards of apprenticeship to update progressive wage scale for the occupation of Steamfitter.(SUPP. ITEM 2)

Ms. Best requested the Council's approval for a revision of standards of apprenticeship to update progressive wage scale for the occupation of Steamfitter.

A motion to approve this revision was made by Mr. Wilford, seconded by Mr. Shmelzer and unanimously approved (Public Representative Lateefa Durant was absent).

iii. PROGRAM REVIEWS (Five (5) or more Apprentices):

3. Clark Construction Group, LLC. (Coral Crawford).(SUPP. ITEM 3)

Ms. Crawford requested the approval of a compliance review for Clark Construction Group and provided some background on the program and the compliance review that was conducted. She offered to address any questions from the Council.

Mr. Shmelzer asked for clarification regarding the make-up days.

Ms. Crawford explained that there is a portion of the RI where the Apprentices do repetitive work to ensure they have a full understanding of the material. That work takes place in a separate area than the classroom, and during the time an instructor will be available to provide the missed instruction for the student that needs to make it up while the other Apprentices practice what they've already learned.

A motion to approve this review was made by Mr. Shmelzer, seconded by Ms. Wilford and unanimously approved (Public Representative Lateefa Durant was absent).

iv. OTHER BUSINESS

Chairman Cavey stated that supplemental agenda items 4-21 are eligible employer requests for the Apprenticeship Maryland Program and he asked the Council if they had questions regarding any of those items.

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GENERAL QUESTION FROM THE COUNCIL ON ITEMS 12-48

See supplemental agenda item 21 for Council vote.

4. ADEX Electrical (Jacqueline Trieu and Pam Luby) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH] (SUPP. ITEM 4)

See supplemental agenda item 21 for Council vote.

5. Aerolab, Inc. (Jane Sinclair) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH](SUPP. ITEM 5)

See supplemental agenda item 21 for Council vote.

6. Anne Arundel County Government, Office of Personnel (Jane Sinclair) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH](SUPP. ITEM 6)

See supplemental agenda item 21 for Council vote.

7. BD Provisions Severna Park (Jane Sinclair) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH](SUPP. ITEM 7)

Mr. Wilford asked for more clarification regarding the occupations.

Ms. Sinclair said that there is a typo and that there should only be one occupation listed, Cafe Manager. She said that this occupation is in charge of managing the cafe within the grocery store where they also sell sustainable products in bulk.

See supplemental agenda item 21 for Council vote.

8. Baltimore Gas & Electric (Logan Dean) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH](SUPP. ITEM 8)

See supplemental agenda item 21 for Council vote.

9. Celebree School of Cockeysville (Coral Crawford) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH] (SUPP. ITEM 9)

See supplemental agenda item 21 for Council vote.

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10. H&B Plumbing Heating and Cooling, Inc. (Coral Crawford) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH] (SUPP. ITEM 10)

See supplemental agenda item 21 for Council vote.

11. Keller Williams Hagerstown (Jennifer Runkles) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH] (SUPP. ITEM 11)

See supplemental agenda item 21 for Council vote.

12. Marshelle G Ball Insurance Agency, LLC (Jane Sinclair) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH] (SUPP. ITEM 12)

See supplemental agenda item 21 for Council vote.

13. Nemas Gardens LLC (Lynn Stone) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH] (SUPP. ITEM 13)

See supplemental agenda item 21 for Council vote.

14. National Security Agency (Logan Dean) – Request for approval of additional occupations for a previously approved Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH] (SUPP. ITEM 14)

Ms. Woo asked for clarification on the wage rate for the occupation.

Mr. Dean said that he knows that the wage rate is at least \$15.

Ms. Woo said that the packet states that the wage is \$12.

Mr. Dean said that he would update that so that it accurately reflects the wage.

See supplemental agenda item 21 for Council vote.

15. Parker Plastics, Inc. (Jennifer Runkles) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH] (SUPP. ITEM 15)

See supplemental agenda item 21 for Council vote.

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16. Smith Creek Chandlery, LLC (Pier450) (Jane Sinclair) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH] (SUPP. ITEM 16)

See supplemental agenda item 21 for Council vote.

17. Somerset County Public Schools (Logan Dean) – Request for approval of additional occupations for a previously approved Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH] (SUPP. ITEM 17)

See supplemental agenda item 21 for Council vote.

18. Tamara Thompson Insurance & Financial Services (Jane Sinclair) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH] (SUPP. ITEM 18)

See supplemental agenda item 21 for Council vote.

19. Triumph Electrical, LLC (Coral Crawford) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH] (SUPP. ITEM 19)

See supplemental agenda item 21 for Council vote.

20. UBY, LLC (Coral Crawford) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH] (SUPP. ITEM 20)

See supplemental agenda item 21 for Council vote.

21. WinPeak, LLC (Coral Crawford) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program. [YOUTH] (SUPP. ITEM 21)

A motion to approve supplemental agenda items 4-21 with discussed revisions to items 16 and 45 was made by Mr. Shmelzer, seconded by Mr. Smalls, and unanimously approved (Public Representative Lateefa Durant was absent).

VI. CLOSING REMARKS

Chairman Cavey asked the Council members if there is any other business that they would like to discuss.

No Council members brought forth additional business items for discussion.

VII. ADJOURNMENT

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Chairman Cavey entertained a motion to adjourn. Mr. Wilford made the motion to adjourn, Mr. Preston seconded and the meeting was adjourned at approximately 11:51 a.m. (Public Representative Shaunta Chapple was absent).

Respectfully Submitted,

Christopher D. Maclarion
Secretary
Maryland Apprenticeship and Training Council