

September

9,

2025

## Meeting Minutes

### Present

#### Councilmembers

#### Title/Affiliation

Brian S. Cavey	- Chairman/Employee Representative
Lateefah Durant	- Public Representative
Beli Acharya	- Public Representative
Neil Wilford, Jr.	- Employee Representative
Terreia Smalls	- Employee Representative
Brian Courtien	- Employee Representative
Stephanie Anderson	- Employer Representative
Grant Shmelzer	- Employer Representative
Minah Woo	- Employer Representative
Chris Hadfield	- Employer Representative
Tasha Cornish	- Employer Representative
Tracy Kytte	- Consultant to the Council (Non-voting)
Martin Knott, Jr.	- Consultant to the Council (Non-voting)

*\* Prior to the meeting, Employee Representative Denise Gilmore, as well as Ellen Flower-Fields and Jeanine Nagrod, both of whom serve as consultants to the Council, all informed Mr. MacLarion that they would also be unable to attend.*

#### Other Attendees

#### Title/Affiliation

John Feaster	- Deputy Assistant Secretary, Division of Workforce Development and Adult Learning (DWDAL), Maryland Department of Labor (MD Labor)
Abby Olson	- Assistant Attorney General, MD Labor
Christopher D. MacLarion	- Director, Maryland Apprenticeship and Training Program (MATP), MD Labor
Logan Dean	- MATP, MD Labor
Jennifer White	- MATP, MD Labor
Jane Sinclair	- MATP, MD Labor
Lynn Stone	- MATP, MD Labor
Gina Best	- MATP, MD Labor
Sheila Jackson	- MATP, MD Labor
Karen Parker	- MATP, MD Labor
Amy Belt	- MATP, MD Labor
Aneta Lefterov	- MATP, MD Labor
Angela Harkness	- MATP, MD Labor
Laura Wright	- MATP, MD Labor
Angela Clark	- MATP, MD Labor
Alicia Dennis	- MATP, MD Labor
Marshel Pollock	- MATP, MD Labor
Jacqueline Trieu	- MATP, MD Labor

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Rose Fish	-MATP, MD Labor
Teresa Mena	-MATP, MD Labor
Pam Luby	-MATP, MD Labor
Angella Moon	-MATP, MD Labor
Kevin Hunt	-MATP, MD Labor
Ellie Marts	- DWDAL, MD Labor
Anahitta Mian	- DWDAL, MD Labor
Mary Keller	- DWDAL, MD Labor
Heather Evans	- DWDAL, MD Labor
Grant DeVuyt	- MD Labor
Jason Keys	- Maryland State Department of Education (MSDE)
Kelly Meadows	- MSDE
Carl Kushinsky	- Anne Arundel Workforce Development Corporation (AAWDC)
Jeff Richmond	- Howard Community College (HCC)
Breonna DeLoach	- Anne Arundel County Government (AACO)
Shane Wolk	- AACO
Mark Sschaffer	- The Tustin Group
Doug Weidman	- The Tustin Group
Matthew Harman	- The Tustin Group
Jim Hoos	- Insulators Local 24
Herberth Romero	- Insulators Local 24
Raynard Hall	- Insulators Local 24
Angel Abram	- Insulators Local 24
Kelyn Gimenez	- Insulators Local 24
Jayson Salmeron	- Insulators Local 24
Omar Ramos	- Insulators Local 24
Damien Drummond	- Insulators Local 24
Jonathan Cortez	- Insulators Local 24
Dorian Braboy	- Insulators Local 24
Victoria Grossman	- Volvo Group
Jessica Ham	- Volvo Group
Sean Farrare	- Volvo Group
Gary Strakonsky	- Volvo Group
Emily Decker	- Marine Trades Association of Maryland (MTAM)
John Stefanik	- MTAM
James McCren	- Classic Motor Museum of St. Michaels
Ronald Murray	- Classic Motor Museum of St. Michaels
Mike Iandolo	- Classic Motor Museum of St. Michaels
Annie Thomas	- Michael A. Thomas and Associates
Michael Thomas	- Michael A. Thomas and Associates
Kevin Dufour	- Jarvis, Inc.
Shannon Brown	- Pye-Barker/ Strickland Fire
Laura Karageorge	- G.A. Smith Electric
Seth Ewing	- Pool and Hot Tub Alliance
Teresa Roberts	- Cinterra
Patty Shreves	- Maryland Rural Water Association (MRWA)
Rob Sola	- Diversified Marine Services
James Jordan	- Port Annapolis Marina

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Mike Funk	- International Union of Operating Engineers (IUOE) Local 37
Weld McIlvain	- Congoleum
Chip Williams	- Lywood Electric
Krista Strothmann	- UNITE HERE

*Chairman Cavey called the meeting to order at 9:10 a.m. at Insulators Local Union No. 24 of the International Association of Heat and Frost Insulators and Allied Workers, 901 Montgomery Street, Laurel, MD 20707.*

### I. OPENING REMARKS AND INTRODUCTIONS

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

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

Following introductions, Chairman Cavey invited Insulators Local 24 Apprenticeship and Training Director and Vice President, Jim Hoos to say a few words.

Mr. Hoos welcomed everyone and offered to provide tours following the meeting.

Chairman Cavey then turned the floor to Deputy Assistant Secretary Feaster to say a few words on behalf of the Division of Workforce Development and Adult Learning (DWDAL) and the Maryland Department of Labor (MD Labor).

Deputy Assistant Secretary Feaster wished everyone a good morning and welcomed them to the September Council meeting. He offered greetings from the Secretary and thanked all for being in attendance and contributing to the expansion of quality Apprenticeships in Maryland. He also welcomed the new Council members and took the time to introduce each of them.

- Denise Gilmore, American Federation of State, County and Municipal Employees (AFSCME)
  - *MATC Position: Employee Representative*
- Brian Courtien, International Union of Painters and Allied Trades (IUPAT)
  - *MATC Position: Employee Representative*
- Beli Acharya, Construction Trades Workforce Initiative (CTWI)
  - *MATC Position: Public Representative*
- Ellen Flowers-Fields, College of Southern Maryland
  - *MATC Position: Consultant to the Council (non-voting)*
- Jeanine Nagrod, AFSCME
  - *MATC Position: Consultant to the Council (non-voting)*
- Martin Knott Jr., Apprenticeship Employer
  - *MATC Position: Consultant to the Council (non-voting)*

After Deputy Assistant Secretary Feaster introduced the new members, Chairman Cavey advanced to the next agenda item.

### II. MINUTES OF THE JULY 25, 2025 MARYLAND APPRENTICESHIP AND TRAINING COUNCIL (MATC)

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Chairman Cavey asked the Council if members had an opportunity to review the minutes from the previous meeting and they collectively confirmed that they reviewed the minutes in full.

A motion to approve the minutes was made by Mr. Shmelzer, seconded by Mr. Wilford and unanimously approved at 9:21 a.m. (*Employee Representative Denise Gilmore was not in attendance*).

**III. DIRECTOR'S REPORT**

Mr. MacLarion addressed Chairman Cavey, Deputy Assistant Secretary Feaster, the Council members and guests and welcomed everyone to the May MATC meeting. He echoed the Chairman's thanks to Insulators Local 24 for hosting and providing refreshments.

Mr. MacLarion began by extending a warm welcome to the new Council members along with MD Labor's new Assistant Attorney General Abby Olson who will serve as a legal consultant to the Council.

Mr. MacLarion then provided an update on the Apprenticeship Training Fund:

- Total Fund Balance as August 31, 2025 after all obligations is \$542,912.48
- July contributions: \$26,588.98
- August contributions: \$17,081.06
  - Fund expenditures during the period totaled \$115,919.87

At the last Council meeting, Mr. MacLarion provided an update on the number of Registered Apprentices and shared that there were more than 12,400 Apprentices registered in Maryland. He shared that since the last meeting that figure has increased significantly and now Maryland has nearly 13,500 Registered Apprentices. Mr. MacLarion also shared that an additional 400 Apprentices have recently graduated from their programs, bringing the total number of Apprenticeship graduates in Maryland to well over 1,400 for 2025, and keeping Maryland on pace to reach 2,000 total completions for the 3rd year in a row.

Mr. MacLarion went on to provide a brief overview of the agenda and stated that there are many new items for the Council to review and consider. He stated that several new programs seeking Standards of Apprenticeship (STA) for occupations have been previously approved by either the United States Department of Labor (USDOL) or the Maryland Apprenticeship and Training Council (MATC). He also highlighted that the agenda includes a request to establish Maryland's first statewide Teachers Apprenticeship program. Mr. MacLarion went on to clarify there is currently a single teacher Apprenticeship program in St. Mary's county, however, the new agenda item will be Maryland's first program for teachers that will potentially cover all 24 Local School Systems. He went on to express his thanks to agency partners from the Maryland State Department of Education (MSDE) and the Maryland State Education Association (MSEA) as well as Caroline and Washington County Public Schools for helping to establish a debt free path to becoming a fully licensed teacher in Maryland.

Mr. MacLarion said that Maryland Apprenticeship and Training Program (MATP) staff received feedback from Council members on a number of items prior to the meeting and said that staff has made revisions to clarify information in the Standards, adding that, for some items, staff has provided physical copies of updated forms for Council members to review. He then went on to list the items that staff has updated and the revisions that were made.

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- Item 3. Revision of the wage chart for the Marine Trades Association of Maryland.
- Item 6. Correction that the Tustin Group is only registering the occupation of HVAC
- Item 10. Correction of the spelling of St. Michaels
- Item 16. Revision of related instruction for Pye Barker Fire and Safety

Mr. MacLarion went on to share that the MATC Education Subcommittee has now met 3 times and is nearly finished with drafting revised ratio guidance to clarify that programs with non-hazardous occupations will be able to have ratios that exceed the traditional ratio of 1 Apprentice to 1 Journeyworker while still reflecting a continuation of the 1:1 ratio for hazardous occupations. Mr. MacLarion added that the Subcommittee will also present drafted guidance for the full Council to review on the delivery of high quality related instruction. He said that along with the ratio guidance, the Subcommittee will also provide recommendations to ensure that Apprentices are receiving a certain percentage of their classroom instruction in-person and that online instruction will have meaningful interaction with instructors, especially in licensed and hazardous occupations.

Mr. MacLarion shared that MATP staff continues to make progress in moving towards integration of the old data system with Salesforce. He said that this will help to make the packets more efficient and will reduce typos and other errors. He said that the new system will also bring about a more seamless interface between MATP and Apprenticeship Sponsors by allowing them to directly submit documents to MATP and allowing staff to have full access to their data.

In closing Mr. MacLarion shared that since National Apprenticeship is not being held in November this year the November MATC meeting no longer needs to be rescheduled to third week of November and he suggested moving the meeting back to the Wednesday in the second week of November, November 12, 2026. He asked the Council to consider this scheduling change and offered to take any questions.

Mr. Shmelzer asked why the Apprenticeship and Training Fund continues to decrease.

Mr. MacLarion said that the fund has gone down. He explained that contributions have been at a normal level but they have recently had to draw down some of those funds for costs relating to supporting staff work. He said that he anticipates that the fund balance will start to increase over the next 6 months.

A motion to approve the Director's Report and to move the November MATC meeting to Wednesday November 12, 2026 was made by Mr. Shmelzer, seconded by Mr. Smalls and unanimously approved (*Employee Representative Denise Gilmore was not in attendance*).

Chairman Cavey thanked Mr. MacLarion for his report and proceeded to the presentation of agenda items. He welcomed Mr. Mena to the podium to present agenda Item 1.

**IV. NEW BUSINESS****A. NEW PROGRAMS:**

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1. Congoleum Corporation Resilient Flooring Division. (Teresa Mena). Request for registration of STA and equal employment opportunity plan, with School-to-Apprenticeship(STA) for this new Individual Joint Program for the occupation of Stationary Engineer. (ITEM 1)

Mr. Wilford asked if the “pump and electrical systems work” mentioned in the packet will be done by an electrician or if the Apprentices receive an Electrical license.

The Sponsor explained that they have a master electrician on-site as well as other Electricians that perform the actual work on the systems but the purpose is to have the Apprentices understand how the pumps and electrical systems work, not necessarily to be performing the work or pursuing a license in that industry.

Mr. Smalls asked what other “Masters” they have employed other than a master electrician because a stationary engineer deals with many different trades.

The Sponsor said they have 2 Master Electricians, an Industrial Wastewater Operator at the top level, Boiler operators at the highest level, a master plumber and more. He said that they have experts in all of the fields that the occupation of stationary engineer involves.

Mr. Hadfield asked why there is a 24% participation goal set for female Apprentices but no goal set for minority participation.

Mr. MacLarion said that the participation goal for minority participation in the program is 39.95%.

Ms. Durant commended the Sponsor on including the STA option but pointed out a typo in that section.

Mr. MacLarion said that they will rectify the typo.

Ms. Anderson asked if the asynchronous learning is in-person, virtual, or hybrid.

The Sponsor said that it is subject to the Community College of Baltimore County’s (CCBC) class schedule and they are waiting to hear back.

Ms. Anderson asked if the Sponsor has any idea of what percentage will be in-person or virtual.

The Sponsor said that she was unsure.

Mr. Hadfield asked if the virtual instruction was live.

Mr. MacLarion said that virtual does not necessarily mean live instruction.

A motion to approve this new program was made by Mr. Wilford, seconded by Ms. Anderson, and unanimously approved (*Employee Representative Denise Gilmore was not in attendance*).

2. Directional Services Inc. dba Cinterra. (Ginamarie Best). Request for the registration of STA and the Affirmative Action Plan of an individual non joint program for the occupations of Electrician, Construction Craft Laborer and Construction Equipment Operator. (ITEM 2)

Ms. Best stated that she was joined by Ms. Teresa Roberts from Cinterra to request the registration of STA and Affirmative Action Plan for the occupations of Electrician, Construction Craft Laborer and Construction Equipment Operator. She added that the

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Sponsor is willing to change the Construction Equipment Operator occupation to the correct title of "Operating Engineer". She went on to provide some additional background information on the program and occupations and offered to field any questions from the Council.

Mr. Wilford pointed out that wind and solar are mentioned for the Construction Craft Laborer. He said that it should be done by an Electrician and asked to strike that language.

Ms. Best said that they will strike that language.

Mr. Shmelzer pointed out that the Related Instruction (RTI) hours are listed but not broken down by year.

Ms. Best said that she can get that information and provide it to the Council.

Mr. Shmelzer requested that Ms. Best review the online platform with the Sponsor.

She confirmed that she will do that.

Mr. Hadfield asked what the Sponsor's plan is to use a Maryland-based workforce as they are originally from North Carolina.

The Sponsor said that they currently have 2 projects based in Maryland and have another 6 projects upcoming. She explained that they like to hire local workers and therefore are seeking to set up an Apprenticeship program in Maryland.

Mr. Smalls asked how the Sponsor recruits local Apprentices.

The Sponsor said that she works with local American Job Centers (AJC), Veteran organizations, hosts job fairs, and also visits high schools to recruit new Apprentices.

Mr. Wilford asked if the Sponsor is planning on opening an office in Maryland and asked if classes will be held at that location.

She explained that the classes normally occur on-site with the reason being that some of their projects are related to the Inflation Reduction Act (IRA) and require that Apprentices be with the Journeyworker in order to receive credit for those hours of instruction time. She said that they have a trailer that they bring on-site where classes and labs will be held.

Mr. Wilford asked if when the Apprentice is on the job, the Apprentice is going to classes instead of working on the job.

The Sponsor confirmed.

Mr. Wilford asked about how long the classes are on those days.

The Sponsor said that they try to do at least 3 hours of classes a week (12 hours a month) with an additional hour or two for labs.

Mr. Smalls asked if the Sponsor would ever pull Apprentices out of class if they were short on workers on any particular day.

The Sponsor adamantly stated that they would never pull Apprentices out of classes to work on a project.



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Ms.Acharya asked if the Sponsor has set an established local hire goal.

The Sponsor said that they don't exactly have a set goal but they try to hire as many locals as they can.

Ms.Acharya asked how they are verifying that the individuals they are hiring are local to Maryland.

The Sponsor said that they typically rely on the address listed on the Apprentice's drivers license and tax documentation as well as the address they list for their checks to be sent to.

Mr.Hadfield encouraged the Sponsor to, in addition to what she mentioned previously, also look into pre-Apprenticeship programs and community partners in Maryland for recruitment purposes.

Ms.Anderson restated that the Apprentices will be in class for 4 hours each week and asked if the Sponsor has built in time for Apprentices to make up for absences. She also asked if the program is 40 weeks.

The Sponsor said that they try to schedule classes around holidays and also have the trailer and trainer on site for Apprentices to make up for days that they missed classes or labs. She also said that the program is actually a full year (52 weeks) with classes occurring every week.

Mr.Shmelzer asked if the gentleman listed in the packet, Mr.Mitchell Nolan, is the trainer?

The Sponsor said that Mr.Nolan is an electrical expert that travels around in addition to other instructors.

Mr.Shmelzer asked if they can provide the resumes for all instructors.

Mr.Shmelzer pointed out an earlier comment that the Sponsor made regarding the requirements for IRA projects and said that he doesn't believe that it's required for the Journeyworker to be a presenting-site in order for Apprentices to receive credit for their instruction hours.

The Chairman pointed out that it could be a requirement for other states but in Maryland it is not a requirement.

Mr.MacLarion stated that state staff nor legal counsel will provide guidance on the IRA and told the Sponsor that they should refer to their own attorneys.

Mr.MacLarion responded to Mr.Wilford's earlier remark about the electrical work being done by the Construction Craft Laborer. He said that the Electrical work is not listed under ) section for the Construction Craft Laborer, it's listed under the RTI (RTI). He further clarified to the Sponsor that the Construction Craft Laborer Apprentices are not able to do the electrical work due to certain legislation and licensing requirements, though they can learn about it in an educational setting.



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A motion to approve this new program was made by Ms.Durant, seconded by Mr.Wilford and approved. Mr.Smalls abstained (*Employee Representative Denise Gilmore was not in attendance*).

3. Marine Trades Association of Maryland (Angela Clark). Request for the registration of STA and Affirmative Action Plan of a group non-joint program for the occupations of Marina and Boatyard Technician (Full) and Marina and Boatyard Technician (Mobile). (ITEM 3)

Ms. Clark stated that she was joined by Ms.Emily Decker and Mr.John Stefanik from the Marine Trades Association of Maryland (MTAM) to request for the registration of STA and Affirmative Action Plan for the occupations of Marina and Boatyard Technician (Full) and Marina and Boatyard Technician (Mobile). Ms.Clark went on to provide some additional background information on the program and occupations and offered to field any questions from the Council.

Mr.Wilford, again, stated that the electrical work related to charging stations that are listed in the packet is going to be done by a licensed electrician.

Ms.Durant asked about the driver license requirement and if Apprentices need their drivers license upon starting the Apprenticeship program or if there is a certain time frame they have to get it since this Sponsor opted to include the STA option.

Mr.MacLarion clarified that the language had since been revised by staff and the language that Ms.Durant was referring to wasn't the most recent version of the packet.

Ms.Durant suggested that MATP staff revise some of the STA language.

A motion to approve this new program was made by Mr.Wilford, seconded by Mr.Shmelzer and unanimously approved (*Employee Representative Denise Gilmore was not in attendance*).

4. Michael A Thomas and Associates INC. (Laura Wright). Request for the registration of STA for the occupation of Certified Real Estate Appraiser. (ITEM 4)

Ms. Wright stated that she was joined by Mr.Michael Thomas and Ms.Annie Thomas from Michael A. Thomas and Associates, Inc. to request the registration of STA for the occupation of Certified Real Estate Appraiser. She provided some additional background information on the program and occupation and offered to field any questions from the Council.

Ms.Anderson asked why the Sponsor is only paying 50% of the cost of courses.

Ms.Wright just said that it is what the Sponsor opted to do.

Mr.Shmelzer expressed his concern about transportation and the Apprentices ability to “*reliably travel*” to and from job sites all around the DMV area. He asked why there are no transportation or drivers license requirements.

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Ms. Wright said that the Apprentices don't necessarily need their own transportation or drivers license since they will always be working with a mentor but need to be able to find a way to the different jobs sites.

Mr. Durant asked for further explanation on the two pathways to Appraiser licensing.

Ms. Wright said that there is a Certified Residential Appraiser licensing pathway and then there is a Certified General Appraiser licensing pathway that requires additional hours, working specifically on commercial work, and additional RTI.

Mr. Smalls expressed his discontent with the fact that the Sponsor has elected to only cover 50% of the cost of courses.

Ms. Durant asked if the Council has approved any programs in the past where the Sponsors elected to pay only 50% of the cost.

Mr. MacLarion said that the Council has approved programs where the Sponsor has paid for an even lesser portion of the cost of the program.

A motion to approve this new program was made by Mr. Shmelzer, seconded by Ms. Woo and approved. Mr. Courtien and Mr. Smalls voted in opposition (Employee Representative Denise Gilmore was not in attendance).

5. Pool and Hot Tub Alliance. (Laura Wright). Request for the registration of STA and the Affirmative Action Plan of a group program for the occupations of Pool Installer Technician and Pool Maintenance & Service Technician. (ITEM 5)

Ms. Wright stated that she was joined by Mr. Seth Ewing from the Pool and Hot Tub Alliance to request the registration of STA and Affirmative Action Plan for the occupations of Pool Installer Technician and Pool Maintenance & Service Technician. She provided some additional background information on the program and occupations and offered to field any questions from the Council.

Mr. Wilford referred to a few sections in the packet that mention equipotential bonding, servicing and maintaining operating systems, and replacing motors where an electrician will have to perform that work.

Ms. Wright said that she spoke with the Sponsor about the fact that the Apprentices cannot perform any of the electrical or plumbing work and the Sponsor confirmed that they just want the Apprentices to be knowledgeable about that work.

Ms. Anderson asked what percentage of the training is in person?

The Sponsor said that they provide all of the education virtually and the employer has the option to offer virtual Zoom calls with instructors. He also said that they put on the courses in-person at regional and national conferences and expos. He went on to add that they have a local chapter in the Atlantic area that does training that could be used for in-person training if there was enough demand.

Ms. Anderson said that there is no guarantee that there will be any in-person training.

The Sponsor said that it is up to the employer.

Ms. Anderson said that there needs to be an in-person component.

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Mr.Shmelzer challenged the Sponsor and asked why the option for in-person training is left up to the employer when it is the Sponsors program.

The Sponsor said that employers expressed interest in virtual learning and in-person OJT. He said that many companies are small and don't necessarily have the bandwidth or equipment to do everything on site.

Mr.Hadfield asked how the Sponsor is tracking hours.

The Sponsor said that the employers track the hour and submit them to the Sponsor.

Mr.Hadfield questioned whether there is no way to track classroom hours and asked for the Sponsor to clarify further.

The Sponsor said that they can track the hours if the Apprentice does the classroom work online, otherwise, it's on a trust-basis with the employer submitting the hours.

Ms.Woo reiterated what the Sponsor said about companies being smaller and therefore doing much of the OJT on the jobsite then she asked how the Sponsor plans to ensure that all Apprentices are achieving the competencies they need in for the hands-on portion.

The Sponsor said that there are knowledge tests and exams throughout the curriculum and Apprentices that learn the material but are not applying in struggle to pass those assessments but he said ultimately it is up to the employers to verify whether the Apprentices have reached full competency.

Mr.Smalls asked if all the testing was done virtually.

The Sponsor said that the knowledge exams are virtual, however, the Apprentices have the option following the program to sit in-person for the full on certification exam at a testing center where it is proctored.

Mr.Smalls asked if the virtual exams are monitored to prevent cheating.

The Sponsor said that the online exams are not proctored and they are open book, therefore, the Apprentice does not really have the ability to cheat.

Ms.Acharya asked if Ms.Wright or the Sponsor could elaborate on the OJT.

The Sponsor said that the OJT looks like an Apprentice going out with a Journeyworker to a pool site where the Apprentice will do some hands-on learning with real equipment and the mentors will generally assess their competency on the job as well though there is no formal assessment.

Ms.Anderson expressed a concern that is not equitable due to the fact that two Apprentice in the program could be working for two separate employers and have completely different experience and skill levels due to the subjectiveness of the employers. She said that she feels that the Sponsor should set the standard and not allow employers to execute the program differently so that the RTI is experienced differently by Apprentices working with separate employers. She expressed that she would like to see all of the Apprentices receive the same RTI though she recognizes that the OJT will look different.

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Mr. MacLarion said that there are other programs approved by the Council where the employers are the ones that set the standard and not all Apprentices under the same program receive the RTI in the exact same way.

Chairman Cavey clarified that Ms. Anderson is saying that the classroom RTI is the same but the lab time is not and varies by employer. He said that in the traditional trades, such as construction, RTI is held in the classroom followed by lab time and then there is a separate OJT. He said that in the case of this Sponsor, it seems that the classroom experience is virtual or in-person and then there is OJT on the job site but there is no separate lab time.

Mr. Shmelzer presented a solution where employers should be utilizing their association as the RTI which would allow the flexibility for the RTI to vary company by company.

Mr. Shmelzer asked if the World Aquatic Health Conference education course is in person or taped sessions. He also asked if the employer is responsible for taking the Apprentice to the conference if it is in person. Finally, he asked generally where the referenced 12 hours related to the World Aquatic Health Conference education is coming from.

The Sponsor said that the sessions are recorded and made available to the Apprentices online.

Mr. MacLarion presented a solution to the Sponsor where all of the employers offer the same RTI fully online with 40% of it being proctor-led with a virtual instructor and then each employer will have a minimum of 10% of lab time. He also recommended that the MATP staff performs a review every 3 months until the provisional review.

Mr. Courtien asked what the Sponsors minimum hours for RTI or OJT are since it looks like it's a competency-based program, not time-based.

Mr. MacLarion clarified that there are 3 types of Apprenticeship programs: time-based, hybrid, or competency-based.

A motion to approve this new program with Mr. MacLarion's proposed recommendation was made by Mr. Wilford, seconded by Mr. Smalls and unanimously approved (Employee Representative Denise Gilmore was not in attendance).

6. Tustin Group. (Angela Harkness). Request for the registration of STA for the occupation of HVAC Technician. (ITEM 6)

Ms. Harkness stated that she was joined by Mr. Mark Schaffer, Mr. Doug Weidman, and Mr. Matthew Harman from the Tustin Group to request the registration of STA for the occupation of HVAC Technician. She pointed out that there was a typo in the packet that listed the incorrect occupations for this item but, again, clarified that this Sponsor is requesting approval for the occupations of HVAC Technician. She went on to provide some additional background information on the program and occupations and offered to field any questions from the Council.

Mr. Wilford asked if the RTI is entirely online.

The Sponsor said that the RTI is technically all online but there will be live instructors monitoring via Microsoft teams.

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Ms.Anderson asked if there are any labs for the RTI.

The Sponsor said that the Apprentices used an application online that allows them to use meters, refrigeration tools and other instruments.

Mr.Wilford asked if the Sponsor would be willing to do what was suggested to the previous Sponsor in Item 5, where there would be 40% of live instruction and 10% of hands-on lab time.

Ms.Acharya asked how the instructors are being trained.

The Sponsor said that he is currently the only instructor in Maryland. He said that he has had his Master license in HVAC over a year and has been a licensed Journeyworker for over 20 years.

She asked if he is getting recertified or receiving regular training.

The Sponsor said that he is re-evaluated every year by the State.

Ms.Anderson asked what curriculum the Sponsor is using.

The Sponsor said the curriculum is from SB Academy.

Mr.Courtien pointed out a simple typo with wages that needs to be rectified so that the starting wage for the Apprentices is 65% of the Journeyworkers rate.

Ms.Harkness said that they will strike the dollar amount from the language as the percentage of 65% is correct for the Apprentice's wage rate.

Mr.Shmelzer asked if the Council has seen or approved any program using this curriculum in the past.

Mr.MacLarion said that they have seen the curriculum before, however, it is the first time being implemented in Maryland but it has been approved on the federal level.

A motion to approve this new program with fully online RTI (with 40% of that being live instruction and 10% being hands-on lab time) was made by Mr.Wilford, seconded by Mr.Smalls and approved. Ms.Anderson abstained (*Employee Representative Denise Gilmore was not in attendance*).

\*Chairman Cavey asked the Council to consider Supplemental Item 1 along with the other new program requests.

1. Maryland State Department of Education (MSDE), Registered Teacher Apprenticeship Program, JATC (Logan Dean) – Request for registration of STA and Affirmative Action Plan for the occupation of Teacher. (SUPP ITEM 1).

Mr.Dean stated that he was joined by Mr.Jason Keys from MSDE to request the registration of STA and Affirmative Action Plan for the occupation of Teacher. He reiterated that this is the second teacher Apprenticeship program in the State, however, it will be the first joint program. He went on to provide some additional background information on the program and occupations and offered to field any questions from the Council.

Ms.Durant asked about the rating criteria, specifically the education requirement with a maximum of 25 points and questioned what the variation of points will be. She asked, for

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example, if she was a TAM student, would that count as the 3 months of experience in the field.

Mr. Dean said that TAM course work counts as RTI. He said that the selection criteria isn't very specific right now about what's assessed since they want it to be scalable.

Ms. Durant asked how the point elevation system works.

Mr. Dean said that the system is based on competitive selection so both Apprentice level and how an applicant compares to other candidates are taken into account when scoring.

Mr. Wilford said that in his experience Anne Arundel County has said they are going to provide a step increase to teachers but then the County Council got involved and said that they are not going to provide the funding to the school system so the teachers no longer get those pay increases. is based on Collective Bargaining Agreement (CBA) or Memorandum of Understanding (MOU) and asked if that could happen to the Apprentice in this program.

Mr. Dean said that there are a lot of local negotiations that happen since every LEA has a teachers union and a parent union but MATP is enforcing the CBA as the wage schedule across the board.

Mr. Wilford asked if the State can take action if the school systems end up not following the wage progression of the CBA due to local funding negotiations.

Mr. Dean confirmed.

Ms. Acharya asked if the required 60 hours of college credits need to be in the education field.

Mr. Dean said that the 60 hours of college credit have to be in courses that are credible into a degree program that will qualify the Apprentice for licensure.

Ms. Acharya presented a hypothetical situation where an individual comes from a different industry and has 20 hours of credit in another field.

Mr. Dean said that there is a process within MSDE where they discern how the credits align and whether they would count towards the 60 hours of college credit required for the Apprenticeship program.

Ms. Acharya asked if National programs like Teach for America weave into Apprenticeship as well.

The Sponsor explained that Teach for America is another pathway to licensure but those teachers are teachers of record, whereas teachers in this Apprenticeship program would not be.

Mr. Shmelzer asked what the Council looks like for MSDE as more counties come on board.

Mr. Dean said that the JATC structure is still being put together but because there is so much variation with numerous unions, however, the expectation is that every LEA that comes in must have the full consent of all bargaining unions and they all have the ability to participate in the program.

A motion to approve this new program was made by Ms. Durant, seconded by Ms. Woo and unanimously approved (*Employee Representative Denise Gilmore was not in attendance*).

**B. PROGRAM REVISIONS:**



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7. Asian American Center of Frederick. (Jennifer White). Request for revision of STA to add new occupations of Certified Peer Recovery Specialist. (ITEM 7)

Ms.White requested a revision of STA to add the new occupation of Certified Peer Recovery Specialist on behalf of the Asian American Center of Frederick. She provided some additional background information on the program and occupation and offered to take any questions from the Council.

Ms.Durant said for the progressive wage scale it looks like there are two 500 hour intervals listed but since it's a 2,000 hour program she asked if there was a typo.

Ms.White confirmed that was a typo and there should be 4 500 hour intervals of OJT.

Mr.Shmelzer asked what is included as part of the medical exam.

Ms.White said that it is just a basic physical.

A motion to approve this revision of Standards was made by Mr.Smalls, seconded by Ms.Cornish and approved. Mr.Courtien abstained (*Employee Representative Denise Gilmore was not in attendance*).

8. Baltimore Operating Engineers JATC. (Angela Harkness). Request for revision of STA to update related instruction. (ITEM 8)

Ms.Harkness requested a revision of STA to update the RTI as well as the ratio of Apprentice to Journeyworkers for the Baltimore Operating Engineers JATC Apprenticeship program. She further clarified that would like to revise the RTI to move the evening training to the daytime as the demands of the job sites and equipment have changed. . She provided some additional background information on the program and occupations and offered to take any questions from the Council.

A motion to approve this revision of Standards was made by Mr.Wilford, seconded by Mr.Shmelzer and unanimously approved(*Employee Representative Denise Gilmore was not in attendance*).

9. Building Performance Association (Teresa Mena). Request for revision of STA to include STA. (ITEM 9)

Ms.Mena requested a revision of STA to include STA for the Building Performance Association. She provided some additional background information on the program and occupations and offered to take any questions from the Council.

Mr.Wilford asked if the Council has already approved the occupation of Energy Specialist.

Ms.Mena confirmed that the occupation of Energy Specialist has previously been approved by MATC.

A motion to approve this revision of Standards was made by Mr.Wilford, seconded by Mr.Smalls and unanimously approved (*Employee Representative Denise Gilmore was not in attendance*).



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10. Classic Motor Museum of St. Michaels, Inc. (Jacqueline Trieu). Request for reactivation and revision of STA for the occupation of Electrician. (ITEM 10)

Ms.Trieu said that she was joined by Mr.James McCren, Mr.Ronald Murray, and Mr.Mike Iandolo from the Classic Motor Museum of St.Michaels to request the reactivation of STA for the occupation of Electrician. She provided some additional background information on the program and occupations and offered to take any questions from the Council.

Mr.Smalls asked if the Sponsor is switching vendors.

Ms.Trieu confirmed that the Sponsor is switching vendors from Penn Foster to Cengage.

A motion to approve this reactivation of STA was made by Ms.Anderson, seconded by Mr.Courtien and unanimously approved (Employee Representative Denise Gilmore was not in attendance).

11. Howard Community College. (Sheila Jackson). Request for revision of STA for the following occupations in Information Technology (IT). IT Field Support Specialist, Information System, Security Specialist, Linux System Administrator and Network Field Support Specialist. (ITEM 11)

Ms.Jackson said she was joined by Mr.Jeff Richmond and Council member Ms.Minah Woo from Howard Community College to request a revision of STA for the occupations of IT Field Support Specialist, Information System, Security Specialist, Linux System Administrator and Network Field Support Specialist. She went on to provide some additional background information on the program and occupations and offered to take any questions from the Council.

A motion to approve this revision of STA was made by Ms.Anderson, seconded by Mr.Wilford and approved. Ms.Woo abstained (*Employee Representative Denise Gilmore was not in attendance*).

12. I.E.C. Chesapeake, Inc. (Sheila Jackson). Request for revision of STA for the occupation of Telecommunications Technician. (ITEM 12)

Ms.Jackson said that she was joined by Council member Mr.Grant Shmelzer from I.E.C. Chesapeake to request a revision STA for the occupation of Telecommunications Technician. She provided some additional background information on the program and occupations and offered to take any questions from the Council.

A motion to approve this revision of STA was made by Ms.Smalls, seconded by Mr.Wilford and approved. Mr.Shmelzer abstained (Employee Representative Denise Gilmore was not in attendance).

13. Jarvis, Inc. (Amy Belt). Request for the revision of STA for the occupation of Residential & Commercial Appliance Technician. (ITEM 13)

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Ms.Belt requested a revision of STA for the occupation of Residential & Commercial Appliance Technician. She provided some additional background information on the program and occupation and offered to take any questions from the Council.

A motion to approve this revision of Standards was made by Mr.Wilford, seconded by Mr.Hadfield and unanimously approved (Employee Representative Denise Gilmore was not in attendance).

14. Maryland Rural Water Association. (Sheila Jackson). Request for revision of STA for the new occupation of Wastewater Systems Operation Specialist. (ITEM 14)

Mr.Jackson said that she was joined by Ms.Patty Shreves from the Maryland Rural Water Association to request a revision of STA for the new occupation of Wastewater Systems Operation Specialist. She provided some additional background information on the program and occupation and offered to take any questions from the Council.

Mr.Wilford asked about the occupation they're requesting to add and what they do.  
The Sponsor said that they treat waste water.

A motion to approve this revision of STA was made by Mr.Wilford, seconded by Mr.Courtien and unanimously approved (Employee Representative Denise Gilmore was not in attendance).

15. Middle River Aircraft Systems Joint Apprenticeship Committee. (Angela Harkness). Request for reactivation and revision of STA for the occupation of HVAC Technician. (ITEM 15)

Ms.Harkness presented a request for reactivation and a revision of standards of Apprenticeship for the occupation of Electrician on behalf of the Middle River Aircraft Systems Joint Apprenticeship Committee. She pointed out that there was a typo in the agenda that listed the occupation as Electrician when it should have been listed as HVAC Technician. She went on to provide some additional background information on the program and occupations and offered to take any questions from the Council.

Ms.Anderson pointed out a typo. She said that the Sponsor is using her program for training, the Heating and Air Conditioning Contractors of Maryland, however, the community colleges are listed as the RTI provider instead.

Ms.Harkness said that she would make that change throughout the packet.

A motion to approve this revision of STA was made by Mr.Wilford, seconded by Mr.Shmelzer and approved. Ms.Anderson abstained (Employee Representative Denise Gilmore was not in attendance).

16. Pye-Barker Fire & Safety (Karen Parker). Request for reactivation and revision of STA for the occupation of Sprinkler Fitter. (ITEM 16)

Ms.Parker said that she was joined by Ms.Shannon Brown from Pye-Barker Fire & Safety to request reactivation and a revision of STA for the occupation of Sprinkler Fitter. She said that she passed out a physical copy of a packet containing the RTI for this program to each

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Council member prior to the meeting. She then went on to provide some additional background information on the program and occupation and offered to take any questions from the Council.

Ms.Anderson asked if they are just requesting to move half the program online.

Ms.Parker said there will be virtual instructor-led classes online.

A motion to approve this reactivation and revision of STA was made by Mr.Wilford, seconded by Mr.Shmelzer and unanimously approved (Employee Representative Denise Gilmore was not in attendance).

17. G.A. Smith. (Laura Wright). Request for reactivation and revision of STA for the occupation of Electrician. (ITEM 17)

Ms.Wright said that she was joined by Ms.Laura Karageorge from G.A. Smith to request a reactivation and revision of STA for the occupation of Electrician. She provided some additional background information on the program and occupation and offered to take any questions from the Council.

Mr.Wilford asked if the reason the Sponsor is requesting reactivation is because the 2 Apprentices went inactive and asked for further clarification.

Mr.MacLarion clarified that they have 1 Apprentice pending registration on the approval of reactivation.

A motion to approve this reactivation and revision of STA was made by Mr.Wilford, seconded by Ms.Woo and approved. Mr.Shmelzer abstained (Employee Representative Denise Gilmore was not in attendance).

18. Volvo Group Trucks Operations. (Jennifer White). Request for reactivation and revision of STA for the occupations of Maintenance Electrician, Maintenance Machine Repair and Toolmaker. (ITEM 18)

Ms.White said that she was joined by Ms.Victoria Grossman, Ms.Jessica Ham, Mr.Sea Farrare, and Mr. Gary Strakonsky from Volvo Group Trucks Operations to request a reactivation and revision of STA for the occupations of Maintenance Electrician, Maintenance Machine Repair and Toolmaker. She went on to provide some additional background information on the program and occupations and offered to take any questions from the Council.

A motion to approve this reactivation and revision of STA was made by Ms.Acharya, seconded by Mr.Wilford and unanimously approved (Employee Representative Denise Gilmore was not in attendance).

**C. PROGRAM REVIEWS (FIVE OR MORE APPRENTICES):**

19. Asian American Center of Frederick. (Pam Luby). (ITEM 19)

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Ms.Luby presented a program review for the Asian American Center of Frederick. She said that during the review staff noted that the Sponsor is in full compliance and recommends another regularly scheduled review in 2 years. She concluded by requesting approval of this review with the recommendations of MATP staff.

Mr.Shmelzer asked why there was a deficiency in male participation.

Mr.MacLarion said that technically there is a deficiency, however, it is not a result of a lack of outreach.

A motion to approve this review with recommendations was made by Mr.Shmelzer, seconded by Mr.Wilford and unanimously approved (*Employee Representative Denise Gilmore was not in attendance* ).

20. Associated Builders and Contractors Metropolitan Washington Chapter. (Coral Newland). (ITEM 20)

Ms.Newland presented a program review for Associated Builders and Contractors Metropolitan Washington Chapter. She said that during the review staff noted a deficiency in tracking On-the Job training (OJT) hours as well as a deficiency in the registration of female and Apprentices despite the Sponsor's good faith efforts. Ms.Newland also shared that during the review, she was made aware of an Apprentice that complained that they were not receiving the correct pay and that issue has since been resolved and that Apprentice received backpay. Given the issues and deficiencies found, Mr.Newland suggested that the Sponsor attend the MATP "Next Steps Webinar" and that staff perform another review in 1 year to ensure that the Sponsor made the necessary changes. She concluded by requesting approval of this review with the recommendations of MATP staff.

Ms.Durant commended the staff on their diligence in discovering the wage discrepancy and ensuring that the Apprentice was able to recover that pay.

A motion to approve this review with recommendations was made by Mr.Wilford, seconded by Ms.Woo and unanimously approved (*Employee Representative Denise Gilmore was not in attendance*).

21. Electrical Apprentice Program of Carroll County (Pam Luby). (ITEM 21)

Ms.Luby presented a program review for the Electrical Apprentice Program of Carroll County. She said that during the review staff noted a deficiency in the registration of female Apprentices despite their good-faith efforts. She concluded by requesting approval of this review with the recommendation of MATP staff for another regularly scheduled review in 2 years.

Ms.Anderson asked for clarification because Ms.Luby said that staff recommends another review in 2 years, however, the documentation says that staff recommends quarterly visits from the Apprenticeship Navigator.

Ms.Luby said that was a typo and that they recommend another review in 2 years.

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A motion to approve this review with recommendations was made by Mr. Wilford, seconded by Mr. Shmelzer and unanimously approved (*Employee Representative Denise Gilmore was not in attendance*).

22. Finishing Trades Institute of Maryland, Virginia, Washington D.C. (Pam Luby). (ITEM 22)

Ms. Luby presented a program review for the Finishing Trades Institute of Maryland, Virginia, and Washington D.C. She said that during the review staff noted a deficiency in the registration of female Apprentices. She concluded by requesting approval of this review with the recommendation of MATP staff for another regularly scheduled review in 2 years.

A motion to approve this review with recommendations was made by Mr. Shmelzer, seconded by Mr. Wilford and approved. Mr. Courtien abstained (*Employee Representative Denise Gilmore was not in attendance*).

23. Nickle Electrical Companies. (Pam Luby). (ITEM 23)

Ms. Luby presented a program review for Nickle Electrical Companies. She said that staff found the Sponsor to be in full compliance and she concluded by requesting approval of this review with the recommendation of MATP staff for another regularly scheduled review in 2 years.

A motion to approve this review with recommendations was made by Mr. Shmelzer, seconded by Ms. Anderson and unanimously approved (*Employee Representative Denise Gilmore was not in attendance*).

24. Southern Maryland Electrical Cooperative, Inc. (Pam Luby) (ITEM 24)

Ms. Luby presented a program review for the Southern Maryland Electrical Cooperative. She said that during the review staff noted a deficiency in the registration of female and Apprentices despite the Sponsor's good-faith efforts. She concluded by requesting approval of this review with the recommendation of MATP staff for another regularly scheduled review in 2 years.

Ms. Durant asked if the report was in the packet.

Other Council members also recognized that they were also missing the report.

Mr. MacLarion said that he will send over the written narrative report.

A motion to approve this review with recommendations was made by Ms. Anderson, seconded by Mr. Wilford and unanimously approved (*Employee Representative Denise Gilmore was not in attendance*).

**D. PROGRAM REVIEWS (FEWER THAN 5 APPRENTICES):**

Chairman Cavey said that Items 25-29 are all program reviews with less than 5 Apprentices. He said that staff has verified that program reviews were performed and all programs were found to be conducted in a satisfactory manner, therefore, no Council action is required.

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25. Capitol Sprinklers Contracting INC. (Coral Newland). (ITEM 25)

*No Council action required.*

26. Conagra Brands. (Pam Luby). (ITEM 26)

*No Council action required.*

27. Dixon Valve and Coupling. (Pam Luby). (ITEM 27)

*No Council action required.*

28. Spicher's Appliance and Security Inc.. (Pam Luby). (ITEM 28)

*No Council action required.*

29. Worthington Armstrong Venture (WAVE). (Coral Newland). (ITEM 29).

*No Council action required.*

**E. CANCELLATIONS:**

Chairman Cavey said that Items 30-53 are all requests for cancellation and asked the Council to consider all of the items together.

30. Amentum/DynCorp International, LLC. (Laura Wright) - Request for voluntary cancellation of STA. (ITEM 30)

*See Item 53 for Council vote.*

31. Bel Air Nissan-Subaru, Inc. (Amy Belt) - Request for voluntary cancellation of STA. (ITEM 31)

*See Item 53 for Council vote.*

32. Carter's Electrical Service, Inc. (Alicia Dennis) - Request for voluntary cancellation of STA.(ITEM 32)

*See Item 53 for Council vote.*

33. Dennis Anderson Construction Corp. (Laura Wright) - Request for voluntary cancellation of STA. (ITEM 33)

*See Item 53 for Council vote.*

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34. Englishmen Electric, Inc. (Alicia Dennis) - Request for voluntary cancellation of STA. (ITEM 34)

*See Item 53 for Council vote.*

35. Gischel Machine Company, Inc. (Jane Sinclair) - Request for voluntary cancellation of STA. (ITEM 35)

*See Item 53 for Council vote.*

36. Goodrich Fire & Safety, LLC (Karen Parker) - Request for voluntary cancellation of STA. (ITEM 36)

*See Item 53 for Council vote.*

37. Mortenson Company (Aneta Lefterov) - Request for voluntary cancellation of STA. (ITEM 37)

*See Item 53 for Council vote.*

38. National Association of Landscape Professionals (Rose Fish) - Request for voluntary cancellation of STA. (ITEM 38)

*See Item 53 for Council vote.*

39. National Flooring Contractors Apprenticeship Program (NFCP) (Lynn Stone) - Request for voluntary cancellation of STA. (ITEM 39)

*See Item 53 for Council vote.*

40. North Star Heating & Air Conditioning (Alicia Dennis) - Request for voluntary cancellation of STA. (ITEM 40)

*See Item 53 for Council vote.*

41. Nuttle Builders, Inc. (Jacqueline Trieu) - Request for voluntary cancellation of STA. (ITEM 41)

*See Item 53 for Council vote.*

42. Pacific Architects and Engineers Inc. (PAE) (Laura Wright) - Request for voluntary cancellation of STA. (ITEM 42)

*See Item 53 for Council vote.*



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43. Parkinson Construction Company, Inc (Karen Parker) - Request for voluntary cancellation of STA. (ITEM 43)

*See Item 53 for Council vote.*

44. Specialty Construction Management. (Karen Parker) - Request for voluntary cancellation of STA. (ITEM 44)

*See Item 53 for Council vote.*

45. SSPC Children's Center (Aneta Lfterov) - Request for voluntary cancellation of STA. (ITEM 45)

*See Item 53 for Council vote.*

46. T.E. Smith & Son, Inc. (Alicia Dennis) - Request for voluntary cancellation of STA. (ITEM 46)

*See Item 53 for Council vote.*

47. Taylor Equipment Distributors, Inc. (Karen Parker) - Request for voluntary cancellation of STA. (ITEM 47)

*See Item 53 for Council vote.*

48. Team Chevrolet (Amy Belt) - Request for voluntary cancellation of STA. (ITEM 48)

*See Item 53 for Council vote.*

49. University of Maryland Department of Physics (Karen Parker) - Request for voluntary cancellation of STA. (ITEM 49)

*See Item 53 for Council vote.*

50. Circle C Oyster Ranchers Association (Laura Wright) - Request for involuntary cancellation of STA. (ITEM 50)

*See Item 53 for Council vote.*

51. John E. Wood, Inc. (Aneta Lfterov) - Request for involuntary cancellation of STA. (ITEM 51)

*See Item 53 for Council vote.*

52. M Power Education Jennifer White) - Request for involuntary cancellation of STA. (ITEM 52)

*See Item 53 for Council vote.*

53. Redeemer Child Care Center (Karen Parker) - Request for involuntary cancellation of STA. (ITEM 53)

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A motion to approve the requests for cancellation for Items 30-53 was made by Mr.Shmelzer, seconded by Mr.Wilford and unanimously approved (*Employee Representative Denise Gilmore was not in attendance*).

**F. OTHER BUSINESS:** (INCLUDES REQUESTS FOR OVER 50% COMPLETIONS, AFTER-THE-FACTS, POSTHUMOUS COMPLETIONS AND YOUTH PROGRAMS)

54. Baltimore Electricians JATC Local Union No.24 (Marshel Pollock) - Request for registration of an Apprentice with credit beyond the fifty percent (50%) level for both On-the-Job Training and RTI. (ITEM 54)

Ms.Pollock requested the registration of an Apprentice with over 50% credit granted for OJT and RTI on behalf of the Baltimore Electricians JATC Local Union No.24. She provided some brief background information on the Apprentice and their level of experience and offered to take any questions.

Mr.Shmelzer asked why these 4 Apprentices need to be granted credit for prior training. She said that the request is the result of clerical oversight.

A motion to approve the registration of an Apprentice with over 50% credit was made by Mr.Shmelzer, seconded by Mr.Courtien and approved. Mr.Wilford abstained (*Employee Representative Denise Gilmore was not in attendance*).

55. Howard Community College (Sheila Jackson) - Request for registration of an Apprentice with credit beyond the fifty percent (50%) level for RTI. (ITEM 55)

Ms.Jackson requested the registration of an Apprentice with over 50% credit granted for RTI on behalf of Howard Community College. She provided some brief background information on the Apprentice and their level of experience and offered to take any questions.

A motion to approve the registration of an Apprentice with over 50% credit was made by Mr.Shmelzer, seconded by Mr.Wilford and approved. Ms.Woo abstained (*Employee Representative Denise Gilmore was not in attendance*).

56. I.E.C. Chesapeake (Sheila Jackson) - Request for registration of five (5) Apprentices with credit beyond the fifty percent (50%) level for both On-the-Job Training and RTI. (ITEM 56)

Ms.Jackson requested the registration of 5 Apprentices with over 50% credit granted for OJT and RTI on behalf of I.E.C. Chesapeake. She provided some brief background information on the Apprentices and their levels of experience and offered to take any questions.

A motion to approve the registration of Apprentices with over 50% credit was made by Mr.Wilford, seconded by Ms.Anderson and approved. Mr.Shmelzer abstained (*Employee Representative Denise Gilmore was not in attendance*).

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57. I.E.C. Chesapeake (Sheila Jackson) - Request for registration of an Apprentice with credit beyond the fifty percent (50%) level for RTI. (ITEM 57)

Ms.Jackson requested the registration of an Apprentice with over 50% credit granted for RTI on behalf of I.E.C. Chesapeake. She provided some brief background information on the Apprentice and their level of experience and offered to take any questions.

A motion to approve the registration of an Apprentice with over 50% credit was made by Mr.Wilford, seconded by Ms.Anderson and approved. Mr.Shmelzer abstained (*Employee Representative Denise Gilmore was not in attendance*).

58. Lywood Electric, Inc (Jacqueline Trieu) - Request for registration of an Apprentice with credit beyond the fifty percent (50%) level for both On-the-Job Training and RTI. (ITEM 58)

Ms.Trieu said that she was joined by Mr.Chip Williams to request the registration of an Apprentice with over 50% credit granted for both OJT and RTI on behalf of Lywood Electric. She provided some brief background information on the Apprentice and their level of experience and offered to take any questions.

A motion to approve the registration of an Apprentice with over 50% credit was made by Mr.Wilford, seconded by Mr.Shmelzer and unanimously approved (*Employee Representative Denise Gilmore was not in attendance*).

59. Lywood Electric, Inc (Jacqueline Trieu) - Request for registration of an Apprentice with credit beyond the fifty percent (50%) level for both On-the-Job Training and RTI. (ITEM 59)

Ms.Trieu said that she was joined by Mr.Chip Williams to request the registration of another Apprentice with over 50% credit granted for both OJT and RTI on behalf of Lywood Electric. She provided some brief background information on the Apprentice and their level of experience and offered to take any questions.

A motion to approve the registration of an Apprentice with over 50% credit was made by Mr.Wilford, seconded by Mr.Shmelzer and unanimously approved (*Employee Representative Denise Gilmore was not in attendance*).

Ms.Belt requested that the Council group Items 60 and 61 together as they are 2 of the same requests for the same company.

The Council accepted the request and agreed to consider both Items 60 and 61 together.

60. Nickle Electrical Companies (Amy Belt) - Request for registration of an Apprentice with credit beyond the fifty percent (50%) level for both On-the-Job Training and RTI. (ITEM 60)

*See Item 61 for Council vote.*

61. Nickle Electrical Companies (Amy Belt) - Request for registration of an Apprentice with credit beyond the fifty percent (50%) level for both On-the-Job Training and RTI. (ITEM 61)

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Ms.Belt requested the registration of 2 Apprentices with over 50% credit granted for both OJT and RTI on behalf of Nickle Electrical Companies. She provided some brief background information on the Apprentices and their levels of experience and offered to take any questions.

A motion to approve the registration of Apprentices with over 50% credit was made by Mr.Wilford, seconded by Mr.Smalls and unanimously approved (*Employee Representative Denise Gilmore was not in attendance*).

62. Volvo Group Trucks (Jennifer White) - Request for After-the-Fact Registration and Completion of five (5) Apprentices. (ITEM 62)

Ms.White presented a request for after-the-fact registration and completion of 5 Apprentices on behalf of Volvo Group Trucks. She urged approval of this item and offered to take any questions.

A motion to approve the request for after-the-fact registrations and completions of 5 Apprentices was made by Mr.Wilford, seconded by Mr.Shmelzer and unanimously approved (*Employee Representative Denise Gilmore was not in attendance*).

63. Volvo Group Trucks. (Jennifer White). - Request for registration of fourteen (14) Apprentices with credit beyond the fifty percent (50%) level for six (6) with over 50% of RTI and eight (8) Apprentices with over 50% of RTI and On-the-Job Training. (ITEM 63)

Ms.White presented a request for registration of fourteen 14 Apprentices with over 50% credit granted on behalf of Volvo Group Trucks. She further clarified that she is requesting credit granted for 6 Apprentices with over 50% of RTI completed as well as credit granted for 8 Apprentices with over 50% completed for both OJT and RTI. She explained that the requests for registration were delayed due to a systems issue experienced by MATP staff. She went on to provide some additional information on the Apprentices, program, and circumstances and offered to take any questions from the Council.

Mr.Wilford asked what happened that caused all of those requests for registration to be delayed.

Ms.White said that for some reason they were getting sent to her email's spam folder but that has since been resolved.

A motion to approve the request for after-the-fact registrations and completions of 5 Apprentices was made by Mr.Wilford, seconded by Mr.Shmelzer and unanimously approved (*Employee Representative Denise Gilmore was not in attendance*).

64. Washington, D.C. Electricians JATC Local Union No.26 (Karen Parker) - Request for registration of an Apprentice with credit beyond the fifty percent (50%) level for both On-the-Job Training and RTI. (ITEM 64)

Ms.Parker requested the registration of an Apprentice with over 50% credit granted for both OJT and RTI on behalf of the Washington D.C. Electricians JATC Union No.26. She provided

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some brief background information on the Apprentice and their level of experience and offered to take any questions.

A motion to approve the registration of an Apprentice with over 50% credit was made by Mr. Wilford, seconded by Mr. Shmelzer and unanimously approved (*Employee Representative Denise Gilmore was not in attendance*).

65. Building Performance Association (Tersa Mena). - Request for After the fact registration and completion of Apprentice for the occupation of Energy Specialist. (ITEM 65)

*\*Item 65 was moved to the next meeting due to the Sponsor's absence\**

66. Eastern Atlantic States Carpenters (Lynn Stone). - Request for After the fact registration and completion of two (2) Apprentices for the occupation of Carpenters. (ITEM 66)

Ms. Stone presented a request on behalf of Eastern Atlantic States Carpenters for the registration of 2 Carpenter Apprentices as after-the-fact registrations and completions. She provided some additional information on the Apprentices, levels of experience, and the programs and urged approval of this item and offered to take any questions.

Mr. Wilford asked if staff has worked with the Sponsor to ensure that the same mistake in registering Apprentices does not happen again.

Ms. Stone confirmed that staff worked with the Sponsor to resolve the issue.

A motion to approve the requests for after-the-fact registrations and completions of 2 Apprentices was made by Mr. Wilford, seconded by Mr. Hadfield and unanimously approved (*Employee Representative Denise Gilmore was not in attendance*).

Chairman Cavey stated that Items 67-101 and Supplemental Item 2 are all eligible employer requests for the Apprenticeship Maryland Program (AMP) and asked that the Council consider all of the items together. He asked the Council members if they had any questions, concerns, or remarks concerning any Youth Apprenticeship Items.

GENERAL QUESTIONS REGARDING OTHER BUSINESS ITEMS

Ms. Durant requested that staff start capturing whether a Youth Apprenticeship program includes an approved IRC

Mr. MacLarion said that MATP is currently working to develop a process to capture IRCs, update policies, and coordinate with MSDE so that they can start capturing this information. He said that everything will likely be in place in September to start including that in the Youth Apprenticeship program packets.

67. 84 Lumber. (Laura Wright). - Request for approval as an eligible employer for the Apprenticeship Maryland Program (Youth Apprenticeship). (ITEM 67)

*See Item 101 for Council vote.*

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68. Animal Emergency Hospital. (Amy Belt). - Request for approval as an eligible employer for the Apprenticeship Maryland Program (Youth Apprenticeship). (ITEM 68)

*See Item 101 for Council vote.*

69. Au Secours Salon Spa. (Karen Parker). - Request for approval as an eligible employer for the Apprenticeship Maryland Program (Youth Apprenticeship). (ITEM 69)

*See Item 101 for Council vote.*

70. Baltimore Windustrial Company. (Angela Harkness). - Request for approval as an eligible employer for the Apprenticeship Maryland Program (Youth Apprenticeship). (ITEM 70)

*See Item 101 for Council vote.*

71. Bel Pre Leasing Co., LLC dba Silver Spring Healthcare Center. (Sheila Jackson). - Request for approval as an eligible employer for the Apprenticeship Maryland Program (Youth Apprenticeship). (ITEM 71)

*See Item 101 for Council vote.*

72. Chipotle Services, LLC. (Amy Belt) - Request for approval as an eligible employer for the Apprenticeship Maryland Program (Youth Apprenticeship). (ITEM 72)

Ms.Durant asked if there is a typo on this item as there is a discrepancy in the packet where one section says that the Apprenticeship is for the occupation of Cook and another section says that the occupation is Food Services Manager.

Ms.Belt confirmed that there was a typo and that the occupation should be listed as Food Services Manager.

*See Item 101 for Council vote.*

73. Creative Little Minds Learning Center III, LLC. (Sheila Jackson) - Request for approval as an eligible employer for the Apprenticeship Maryland Program (Youth Apprenticeship). (ITEM 73)

*See Item 101 for Council vote.*

74. EQ & Associates LLC dba AnnNath Assisted Living. (Amy Belt) - Request for approval as an eligible employer for the Apprenticeship Maryland Program (Youth Apprenticeship). (ITEM 74)

*See Item 101 for Council vote.*

75. Fire and Risk Alliance. (Aneta Lefterov). - Request for approval as an eligible employer for the Apprenticeship Maryland Program (Youth Apprenticeship). (ITEM 75)

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*See Item 101 for Council vote.*

76. Grace Brethren Church of Greater Washington dba Grace Christian Academy. (Laura Wright).  
- Request for approval as an eligible employer for the Apprenticeship Maryland Program (Youth Apprenticeship). (ITEM 76)

Mr. Wilford asked if the Sponsor is Grace Christian or Charles County Public Schools since it seems much of the letters included in the documentation are from Charles County Public Schools.

Ms. Wright said that the employer/Sponsor is Grace Christian and they are working with Charles County Public Schools for training.

*See Item 101 for Council vote.*

77. Harford Gymnastic Club, Inc. (Amy Belt). - Request for approval as an eligible employer for the Apprenticeship Maryland Program (Youth Apprenticeship). (ITEM 77)

*See Item 101 for Council vote.*

78. HJC Early Learning Center. (Amy Belt). - Request for approval as an eligible employer for the Apprenticeship Maryland Program (Youth Apprenticeship). (ITEM 78)

*See Item 101 for Council vote.*

79. Howard County Department of Community Resources and Services, Office of the Local Children's Board. (Sheila Jackson) - Request for approval as an eligible employer for the Apprenticeship Maryland Program (Youth Apprenticeship). (ITEM 79)

*See Item 101 for Council vote.*

80. JL Johnson & Sons. (Amy Belt). - Request for approval as an eligible employer for the Apprenticeship Maryland Program (Youth Apprenticeship). (ITEM 80)

*See Item 101 for Council vote.*

81. JPS Electrical Services. (Aneta Lefterov). - Request for approval as an eligible employer for the Apprenticeship Maryland Program (Youth Apprenticeship). (ITEM 81)

*See Item 101 for Council vote.*

82. MedStar Union Memorial Hospital. (Marshel Pollock). - Request for approval as an eligible employer for the Apprenticeship Maryland Program (Youth Apprenticeship). (ITEM 82)

*See Item 101 for Council vote.*

83. MFG Toffee. (Marshel Pollock). - Request for approval as an eligible employer for the Apprenticeship Maryland Program (Youth Apprenticeship). (ITEM 83)



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Mr. Wilford asked the Navigator to confirm that the Sponsor is planning to hire 2 Youth Apprentices for the occupation of Chocolatier and 2 Youth Apprentices for the occupation of Media Specialist.

Ms. Pollock confirmed that what Mr. Wilford stated is correct.

*See Item 101 for Council vote.*

84. Neptune's Plumbing & Heating, LLC. (Amy Belt). - Request for approval as an eligible employer for the Apprenticeship Maryland Program (Youth Apprenticeship). (ITEM 84)

*See Item 101 for Council vote.*

85. Nitram Financial Solutions. (Karen Parker). - Request for approval as an eligible employer for the Apprenticeship Maryland Program (Youth Apprenticeship). (ITEM 85)

Mr. Wilford asked what a remote position looks like.

Ms. Parker explained that the position is for a Bookkeeper Youth Apprentice. She said that currently the Sponsor has a temporary office space so they will be starting the Apprentice "remotely" to learn the basics of bookkeeping until they have a permanent office space. She said that it is just temporary and that the Sponsor has plans to work with the Youth Apprentice in-person as well.

*See Item 101 for Council vote.*

86. Old National Leasing Co., LLC dba Pleasant View Healthcare Center. (Amy Belt). - Request for approval as an eligible employer for the Apprenticeship Maryland Program (Sheila Jackson). (ITEM 86)

*See Item 101 for Council vote.*

87. Partners In Pediatrics & Adult Health. (Jennifer White). - Request for approval as an eligible employer for the Apprenticeship Maryland Program (Youth Apprenticeship). (ITEM 87)

*See Item 101 for Council vote.*

88. Peru's Chicken II. (Amy Belt). - Request for approval as an eligible employer for the Apprenticeship Maryland Program (Youth Apprenticeship). (ITEM 88)

*See Item 101 for Council vote.*

89. Pool Tech, Inc. (Alicia Dennis). - Request for approval as an eligible employer for the Apprenticeship Maryland Program (Youth Apprenticeship). (ITEM 89)

*See Item 101 for Council vote.*

90. Quantico Creek Sod Farms, Inc. (Alicia Dennis). - Request for approval as an eligible employer for the Apprenticeship Maryland Program (Youth Apprenticeship). (ITEM 90)

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*See Item 101 for Council vote.*

91. Real Property Maintenance, LLC dba Real HVAC Services. (Alicia Dennis). - Request for approval as an eligible employer for the Apprenticeship Maryland Program (Youth Apprenticeship). (ITEM 91)

*See Item 101 for Council vote.*

92. Ridge (MD) Leasing Co., LLC dba Ellicott City Healthcare Center. (Sheila Jackson). - Request for approval as an eligible employer for the Apprenticeship Maryland Program (Youth Apprenticeship). (ITEM 91)

*See Item 101 for Council vote.*

93. RP Electric, LLC. (Amy Belt). - Request for approval as an eligible employer for the Apprenticeship Maryland Program (Youth Apprenticeship). (ITEM 93)

*See Item 101 for Council vote.*

94. Secom, LLC. (Sheila Jackson). - Request for approval as an eligible employer for the Apprenticeship Maryland Program (Youth Apprenticeship). (ITEM 94)

Mr. Wilford asked why a leasing company is doing business as a health organization.  
Mr. Jackson confirmed that it is the case and that staff has verified their legitimacy during their site visits.

Ms. Durant pointed out that the occupation is just listed as "Technician" and she asked what kind of Technician is the occupation for this program.

Ms. Jackson said that the occupation is specifically a Telecommunications Installer Technician.

Ms. Durant suggested that MATP staff be more specific about Technician occupations moving forward due to the fact that there are many different kinds of Technicians.

*See Item 101 for Council vote.*

95. The Lion of Judah Early Learning Center. (Angela Harkness). - Request for approval as an eligible employer for the Apprenticeship Maryland Program (Youth Apprenticeship). (ITEM 95)

*See Item 101 for Council vote.*

96. Viper Air Inc. (Angela Harkness). - Request for approval as an eligible employer for the Apprenticeship Maryland Program (Youth Apprenticeship). (ITEM 96)

*See Item 101 for Council vote.*

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97. Zdon Contracting Inc. (Amy Belt). - Request for approval as an eligible employer for the Apprenticeship Maryland Program (Youth Apprenticeship). (ITEM 97)

*See Item 101 for Council vote.*

98. Patuxent Partnership, Inc. (TPP). (Laura Wright). - Request for approval of additional occupations to the approved employer for the Apprenticeship Maryland Program (Youth Apprenticeship). (ITEM 98)

Mr. Wilford asked how many people they are looking to hire.

Ms. Wright said that they are not looking to hire any additional Youth Apprentices at the moment.

*See Item 101 for Council vote.*

99. Platform Systems, Incorporated dba Platform Aerospace (Laura Wright). - Request for approval of additional occupations to the approved employer for the Apprenticeship Maryland Program (Youth Apprenticeship). (ITEM 99)

Ms. Durant said that the courses are listed in the packet but said she does not see the application.

Ms. Wright said that there are no applications for Platform Systems because they were previously approved.

*See Item 101 for Council vote.*

100. St. Mary's County Public Schools (Laura Wright). - Request for approval of additional occupations to the approved employer for the Apprenticeship Maryland Program (Youth Apprenticeship). (ITEM 100)

Mr. Wilford said that the classes listed seem unrelated to the Apprenticeship occupation.

Ms. Wright said that she will take another look at this item and that it was likely just an oversight due to data migration.

Ms. Durant said that the courses are listed in the packet but said she does not see the application.

Ms. Wright said that there are no applications for St. Mary's Public Schools because they were previously approved.

*See Item 101 for Council vote.*

101. University of Maryland Medical Center (Marshall Pollock). - Request for approval of additional occupations to the approved employer for the Apprenticeship Maryland Program (Youth Apprenticeship). (ITEM 101)

Mr. Wilford asked if the Navigator has the survey related to Item 101.

Ms. Pollock said they do have the survey and that it may have just been accidentally cut off when creating the packet.

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Mr. Wilford asked how many individuals the Sponsor is looking to hire into the program.

Mr. Dean said they are a part of a larger collaborative with Johns Hopkins that is looking to hire around 200 students between the two programs.

A motion to approve Items 48-101 and Supplemental Item 2 was made by Ms. Wilford, seconded by Mr. Smalls, and unanimously approved (*Employee Representative Denise Gilmore was not in attendance*).

**SUPPLEMENTAL AGENDA****B. OTHER PROGRAMS:**

2. Protocol Communications Inc. (Angela Clark) – Request for approval as an eligible Youth Apprenticeship employer in the Apprenticeship Maryland Program (Youth Apprenticeship). (SUPP ITEM 2).

*See (above) Item 101 for Council vote.*

**V. CLOSING REMARKS**

Chairman Cavey asked Ms. Kyttle if she had any updates to share on behalf of MSDE.

Ms. Kyttle thanked everyone who was a champion of the Teacher Apprenticeship that was on the agenda today as it was a huge milestone for the State. She also thanked and commended the MATP staff and Sponsors on including the STA option as part of their programs.

Ms. Kyttle went on to share that 2 years ago MSDE invested \$2M in the Maryland Works grant and they are hoping that within the next couple weeks they will be able to release play books connected to that grant, specifically related to the actions that were taken, the outcomes that were achieved, and the financial strategies that were used to expand the Apprenticeship system.

**VI. ADJOURNMENT**

Chairman Cavey entertained a motion to adjourn. Mr. Wilford made the motion to adjourn, Mr. Smalls seconded the motion and the meeting was adjourned at approximately 12:25 p.m. (*Employee Representative Denise Gilmore was not in attendance*).

Respectfully Submitted,

Christopher D. Maclarion  
Secretary  
Maryland Apprenticeship and Training Council