

Maine Apprenticeship Council

Frances Perkins Room, Central Maine Commerce Center, 45 Commerce Drive, Augusta
 Virtual Meeting Option via Microsoft Teams/ZOOM

Date: March 6, 2025

Meeting Minutes

Council Voting Attendees:

Jason Shedlock
 George Howe
 Dawn Croteau
 David Dorr
 Adam Wilson
 Hannah Greene
 Derek Armstrong
 Dan Coffey
 Tammy Ranger

Council Members Absent:

Jennifer Boynton
 Robin Wood
 Lescar Beane
 Tracie Travers

Council Non-voting Attendees: Chris Winstead, Allyson Coombs, Tammy Ranger

Council Non-voting Absent: Denise Garland

MDOL Staff: Joan Dolan, Wendy Kostenbauder, Kim Moore

USDOL Staff: Charlie McNeil, Bernie Trembl

Guests: Michelle Gayne (MCCS), Scott Christman (BIW), Nate Olehowski (Bath Iron Works), Kelly Flagg (AGC)

Agenda Item	Discussion	Action
Call to Order/ Introductions	Jason Shedlock. Introductions around the room	Called to order
Approval of Minutes	Reviewed: motion to approve. Adam Wilson, had to wait on seconding due to no one having the minutes in their packets. Will return to later in the meeting.	
Review of Action Items from the previous meeting	<ul style="list-style-type: none"> • The State of Maine is not in favor of MAP using TikTok as a marketing platform. • Wendy met w/ Kim Wilson-Roy at EMCC to discuss engagement with Dead River. There has been no resolution to this particular point but is being revisited. • George: great turnout for sub-committee need a follow-up meeting. Looked at different ways to help with quorums and improve attendance. Passed on a lot of questions. Need to schedule a follow up to actually answer Joan's questions <ul style="list-style-type: none"> ○ Joan: Bylaws have not been updated for years and years 	George will send out a poll for next Bylaws meeting for the week of April 14 th . Joan wants to be present at that mtg. If new council members want to be part of the sub-committee can contact George.

<p>Reports</p>	<ul style="list-style-type: none"> • Grant Updates • Joan: Lots of grant activity! • SAEEl grant – no extensions, which was surprising. Will sunset on June 30, 2025. This grant funded a lot including contract work with MJRP, funds all of the apprenticeship staff (except Wendy & Joan) • SAEF 2 funded summit and implementation of Salesforce. No reported extension for this one either. SAEF 1 grant has all been spent. In good position to spend all of SAEF 2 by June 30th. • Applying to SAEF 3 formula which would be for staff \$420,202.00 (Need this for July 1) Should come through. Charlie mentioned later that SAEF funds have to be allocated by June 30th because they are 2024 funds! Grants would be received shortly thereafter. <ul style="list-style-type: none"> ○ Jason asked how many staff members this could fund – Kim Moore replied that we are in the process of calculating that • SAEF 3 discretionary (grant application deadline extended to March 27th, though they have changed language. Currently have two open positions on the apprenticeship team Kristine (State General Funds) & an ATR position (for Northern counties). <ul style="list-style-type: none"> ○ SAEF 3 would also continue to fund Michelle in her Community College role. MCCS currently has MQC funding to continue her position for 1 yr ○ BRS Navigator – Amanda Muller – BRS has the funding to keep her going so she will be funded by BRS in a permanent position and will continue to liaison with MAP. <ul style="list-style-type: none"> ▪ Plan to leverage connections BRS has to apprenticeship, connections they have to employers to create apprenticeships • NBRC grant – can ask for up to \$500,000 (to extend apprenticeship into border counties) Could cover 1 FTE MAP staff. • Jason publicly thanked Joan for taking the time to write these grants while also doing her regular work. • Kim Moore publicly thanked Sally DelGreco who is helping us write our SAEF grant(s). <p>Annual Report Discussion</p>	<p>Still need to replace Tracie Travers' position – need one more woman who is not affiliated with any specific trade or business Someone else from JMG? Finish the Bylaws committee and then move on to a program policy committee</p>
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	<ul style="list-style-type: none"> • Hard copies of the Annual Report were passed around. Joan highlighted accomplishments and referred the room to look at particular sections of the report. <ul style="list-style-type: none"> ○ p. 7 53% construction (which is up) speaks to the pre-apprenticeship work, MJRP and other federal funding ○ Electricians continues to be the biggest occupation within MAP (37%) ○ 16% Manufacturing and Healthcare in 3rd with 11% ○ Education sector gaining momentum (discussed Texas conference) coalesced as a Maine team (took DoE with them). ○ 1,780 completed their programs in 2024. 2024 also saw the highest percentage of NEW apprentices. Targeted outreach to minority populations helps increase BIPOC numbers (pre-apprenticeship has been helpful in serving MANY populations: youth, people of color, etc.) ○ Shift in our culture that the four-year degree is not the end all be all (Joan) ○ Maine’s Center for Workforce Research & Information (CWRI) is able to wrap arms around the ROI re: apprenticeship ○ Median earnings more than doubled upon first year out of apprenticeship <p>Praise for MAP ATRs</p> <ul style="list-style-type: none"> • 47 quality assurance reviews took place in 2024 (by ATRs) Challenge w/ a review is in scheduling a date, a lot of work goes into them, a lot of foot work • Added 24 new sponsors in 2024 • Employers come and go but a better chance at keeping them because of increased customer service by ATRs monthly emails w/ tidbits (sponsor emails) <p>Employer Surveys</p> <ul style="list-style-type: none"> • Joan sent out surveys in December (top of page 10). Statute says to value it against apprentices who completed their programs in the last 12 months. Those who responded didn’t necessarily graduate apprentices. <ul style="list-style-type: none"> ○ Joan has survey data and RAPIDS data but not a lot of matches between the two things. Victor at Bureau of Labor Standards will work w/ Joan ○ Hoping to enhance Salesforce as we need a better way of collecting data Joan: Before you complete an apprentice maybe you can enter data into RAPIDS! Great way to collect what is required by Maine Statute. <p>SalesForce & MAP Website Praise</p> <ul style="list-style-type: none"> • Joan showed her Salesforce Dashboard and the MAP website with the group. 	
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	<ul style="list-style-type: none"> ○ Wanted to point out Council to help refer potential employers to MAP that they can contact the MAP office encouraged council to refer folks to the contact form. MAP staff can also use this to enter those they talk to while out in the field. ○ Make a case in Salesforce and push a button to speak to Maine Job Link (MJL) – easier for the individuals to go in and complete registration ○ Registering an apprentice in RAPIDS will also speak to MJL ○ Can also register pre-apprentices through Salesforce soon enough (no more excel sheets!) and they can also complete pre-apprentices RAPIDS does not allow us to do anything with pre-apprentices in there. ○ Salesforce is at the center of allowing us to do so much <p>New Apprenticeship Council Members!</p> <ul style="list-style-type: none"> ● David Dorr, Adam Wilson, Hannah Greene and Derek Armstrong are all new apprenticeship council members. Welcome! 	
<p>New Business</p>	<ul style="list-style-type: none"> ● Jason asked if there would be an onboarding of new council members. Joan said she would like to meet with them to review responsibilities and answer questions. Joan will send out a poll to new members. Joan indicated that any/all council members are welcome to attend this onboarding. ● Federal update from Charlie: going through confirmation soon, EEO executive orders is still under review waiting on other guidance related to CFR29.30 or other parts. ● ESAC Conference (Eastern Seaboard Apprenticeship Conference) May 2025 in Charleston, SC– Becky will be on the civic sector panel. Wendy will be part of an education panel. MAP has been partners with the Urban Institute and Council of State Governments. Wendy Kostenbauder, Jason Shedlock, and Michelle Gayne are also attending ESAC. ● Business Service Reps in Career Centers – MAP is going to intentionally partner with these reps so that they can learn more about apprenticeships (shadows) and so that MAP can reach out to those towns/cities in the counties the BSRs are assigned to, see what job openings there are and go with the BSR to get that going. <ul style="list-style-type: none"> ○ Maine Municipal Association may become an intermediary (new director of HR there) 	<p>Joan to send out a poll for onboarding meeting for new council members (and also for whoever else would like to attend)</p>
<p>Opportunity for Guests to</p>	<p>None</p>	

address the council		
Other Business?	Kim showed the minutes from December quarterly report <ul style="list-style-type: none">• Motion to approve minutes Adam, first, Dawn, second• All in favor, none opposed	
Upcoming Meeting Schedule	June 5 th , 9:30 to noon in the Frances Perkins Room in Augusta	
Adjournment	11:00am	

Respectfully submitted by Michelle Gayne

Annual Meeting Presentations		
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