

HAWAII STATE APPRENTICESHIP COUNCIL MEETING

Department of Labor and Industrial Relations  
830 Punchbowl Street, Room 329  
Honolulu, HI 96813

MINUTES OF June 26, 2024 MEETING

Held In-Person and Videoconference (Zoom)

**Members:**

**Employer Representatives**

Gregg Serikaku, Chair  
Jeffrey Durham  
James Hardway  
Seunghye Hong  
Cristina Vocalan (virtual)  
Melodie Vega (virtual)

**Employee Representatives**

Travis Murakami (virtual)  
Rick Subiono - *Excused*  
Patrick Sullivan  
Francis Tau'a (virtual)  
Aaron Tilton  
Terry Uyehara

**Public Representative**

Ellen May  
Caroline Soga (virtual)

**Public Attendees (Presenters):**

Stanley Frias - KIUC	Mimi Sroat – HETF IBEW 1186
Tane Oriol- KIUC	Eric Nadresik – HETF IBEW 1186
Michele Thomas – CCHNL BWS	Keith Nakano - HARIETT
Daniel Lee – CCHNL BWS	

**Public Attendees:**

Sarah Hirakami - CCHNL  
Debby Nishimura - CCHNL  
Lena Higa - CCHNL  
Terri Akana – CCHNL BWS  
Tricia Kaeo – CCHNL BWS

**DLIR/WDD Staff Attendees:**

Maricar Pilotin-Freitas	Administrator, WDD
Leila Shar	Acting Program Officer, WDD
David Rodriguez	State of Hawaii, Equal Opportunity Officer
Edgar Fernandez	Program Specialist, WDD
Jaimee Tabangay	Program Specialist, WDD

Debra Martinson  
Reyann Lee  
Chelsea Andres  
Elaina Bolanos

Program Specialist, WDD  
Job Training Program Specialist, WDD  
Intern, WDD  
Intern, WDD

I. **Call to Order**

- 1) SAC Chair Gregg Serikaku called the meeting to order at approximately 9:08 am.
- 2) Chair conducted the roll call of the SAC members and informed the Chair that 13 members are present; 8 in-person, 5 online and 1 member, Rick Subiono excused.

II. **Welcome and Introductions**

- 3) WDD Administrator, Maricar Pilotin-Freitas welcomed attendees and thanked the committee for their commitment and offering their expertise and understanding the apprenticeship program and being the state's leading model.
- 4) WDD staff introductions: Leila Shar, Edgar Fernandez, Jaimee Tabangay, Debra Martinson, Elaina Bolanos.

III. **Approval of Minutes**

- A. SAC member Patrick Sullivan commented that "Larson and Associates" that was mentioned in the discussions on the request for extension of ratio for Ironworkers is incorrect. According to Mr. Sullivan, the name of the company is "Lawson and Associates".

WDD staff acknowledged the error, and the minutes will be corrected accordingly.

- B. The members unanimously approved the minutes of subject to the correction as noted.

IV. **Reports/Updates**

- A. State of Apprenticeship Council

No updates/reports from the Council members.

- B. WDD Report

Ms. Leila Shar, WDD Acting Program Officer reported the following updates/activities:

- WDD/DLIR applied for Federal grant as follows:
  - a. State Apprenticeship Expansion Formula (SAEF) Grant Round 2 (\$576,038). The formula grant is the continuation of SAEF Grant Round 1 that is used to build statewide capacity of DLIR as State Apprenticeship Agency
  - b. State Apprenticeship Expansion Competitive Grant (\$4,999,707). If awarded, the grant will be used to develop a statewide Teacher Apprenticeship Program.

- c. Apprenticeship Building America Grant (\$3,989,612), to support apprenticeship and pre-apprenticeship programs on clean energy, hospitality, and other trades.
- C. Recapped Legislative Updates on House and Senate bills relating to apprenticeship and pre-apprenticeship programs that did not pass during the legislative session.
- D. Total number of apprentices as of June 21, 2024: 5,306
- E. Compliance Review and Quality Assurance Assessment update, 11 programs have been completed.
- F. WDD/DLIR staff attended the graduation ceremonies of Hawaii Carpenters Apprenticeship and Training Fund, and Hawaii Electricians and Training Fund.

V. **New Business**

A. **Revised Work Process Schedule and Course Curriculum/Outline for Power Plant Maintenance Apprenticeship Program of Kauai Island Utility Cooperative (KIUC).**

Mr. Stanley Farias and Ms. Tane Oriol of Kauai Island Utility Cooperative (KIUC) presented the request for approval of the revised Work Process Schedule and course curriculum for the Power Plant Maintenance Apprenticeship Program.

Highlights of the presentation and discussions include the following:

- The revised work process schedule removed work processes for steam plant which is no longer needed for the program /occupation. Mr. Farias informed the SAC that the steam turbine was retired this year, and because of this, the Steam Plant component of the on-the-job learning was removed in the work process schedule. As a result, the 360 hours for Steam Plant are allocated to other work processes including hydraulics, condenser, and safety. The total hours of on-the-job learning did not change and remained at 6,000 hours.
- Ms. Tane Oriol clarified that the revised course curriculum increased the related training instruction hours from 529 to 623 hours with the addition of hydraulic and safety modules to align with on-the-job learning component of the program.
- Currently, there are no registered Power Plant Maintenance apprentices, and because of this, no apprentices will be impacted by this change. There are two apprentices who will be registered with the program.
- Mr. Murakami moved to recommend approval of the changes to the Power Plant Maintenance Apprenticeship Program. The motion was seconded by Mr. Hardway. WDD staff Edgar Fernandez inquired if the motion to recommend for approval pertains to both the revised the work process Schedule and course curriculum. Chair Serikaku clarified that the motion to recommend for approval pertains to both revisions and conducted the roll call vote as follows:

Jeffrey Durham	Recused
James Hardway	Yes
Seunghye Hong	Yes
Ellen May	Yes
Travis Murakami	Yes
Caroline Soga	Yes
Rick Subiono	<i>Excused</i>
Patrick Sullivan	Recused
Francis Tau'a	Yes
Aaron Tilton	Yes
Terry Uyehara	Recused
Melodie Vega	Yes
Cristina Vocalan	Yes
Gregg Serikaku	Yes

The Council voted to recommend for approval of the revised Work Process Schedule and Course Curriculum for Power Plant Maintenance Apprenticeship Program of KIUC.

**B. Request for Extension of 2 Apprentices to 1 Journeyworker Ratio for Pipefitter Apprenticeship Program of City and County of Honolulu**

Ms. Michele Thomas, Chief Human Resources Officer, and Daniel Lee, Field Operations Division of the Board of Water Supply, City and County of Honolulu presented the request for extension of ratio.

Highlights of the presentation and discussions include the following:

- Currently in the Field Operations Division there are 26 apprentices and 75 Journey level workers and because of this the 1:1 ratio is functional under normal operations. The 2:1 ratio is utilized when the journey level staffing is depleted due to emergency overnight repair work that requires the following day as rest day off for the journeyworkers in accordance with the Collective Bargaining Agreement.
- Mr. Lee clarified that emergency overnight repair works on the aging infrastructure occurs 3-4 times a month which affects journey level staffing and prohibits BWS from complying with the 1:1 ratio. During these occasions where there are no sufficient journeyworkers, the apprentices still report to work but remain at the base yard working on maintenance work (non-work process hours). The smaller base yards encounter more challenges than the metro base yard.

- In response to the comment of a SAC member that an option to maintain the 1:1 ratio is to move the apprentices to other base yards where there are sufficient journeyworkers, Mr. Lee explained that apprentices can be reassigned to another base yard for the day although not efficient and transport time is up to 3 hours. BWS is committed to provide continuous training to the apprentices in a safe manner and the 2:1 ratio will enable them to continue training apprentices and fulfill work process hours.
- Ms. Thomas added that the 2:1 ratio has allowed BWS to recruit more apprentices and move up the ranks. Without this ratio it would slow down the recruitment. The ratio has helped to grow the program and journey level staff. They anticipate job openings in the supervisory ranks with retirements. Currently, there are employees who are TA'ing (temporary assignment) in other positions placing a strain to maintain the 1:1 ratio.

In response to a SAC member's inquiry about retention being the major issue, Ms. Thomas provided examples of positions that journey level staff have transferred or are promoted. These include Supervisory and other positions in field operations and Customer Care, which offer moving out of field work and doing arduous work. Retirement of staff also impacted the staffing, and the pandemic prevented some of the projects that were planned. She added that they are still catching up from the hiring freeze that was implemented several years ago and the aging workforce.

- Regarding the issue raised by the SAC on the possibility of future requests to extend further the temporary ratio, Ms. Thomas explained that this possible taking into consideration their current staffing that was affected by the hiring freeze that was implemented several years ago and the aging workforce. Also, they do not have control on their employees if they decide to move/transfer to other positions/employers or retire from their employment.
- A SAC member commented on the relevance of the safety baseline report suggesting that the information would be clearer to the SAC if there was a comparison of the accidents/injuries before and with the ratio change. Ms. Thomas explained that under the normal 1:1 ratio, reporting is done differently. Chair Serikaku commented that the SAC relies on the sponsor to provide the information on the baseline report to give specifics.
- Mr. Fernandez shared that the initial request to change the 2:1 temporary ratio was approved for three (3) years (2016-2019). In 2019, the 2:1 ratio was extended for another five (5) years ending on June 30, 2024. Both the initial approval and extension were approved based on the recommendation of the SAC. During the last meeting of the Joint Labor Management Apprenticeship Committee meeting, the members agreed to request for extension for another 5 years. However, the JLMAC agreed to change the

period of the extension from 5 years to 2 years after WDD staff informed them that based on the expected completion date, some apprentices will complete the program in the next 2 years that will enable them to revert to the 1:1 ratio.

- SAC member Travis Murakami moved to recommend for approval of the request for extension. Mr. Tilton seconded the motion. Chair Serikaku conducted the roll call vote as follows:

The members voted as follows:

Jeffrey Durham	Recused
James Hardway	Yes
Seunghye Hong	Yes
Ellen May	Yes
Travis Murakami	Yes
Caroline Soga	Yes
Rick Subiono	<i>Excused</i>
Patrick Sullivan	Yes
Francis Tau'a	Yes
Aaron Tilton	Yes
Terry Uyehara	Yes
Melodie Vega	Yes
Cristina Vocalan	Yes
Gregg Serikaku	Recused

The Council voted to recommend for approval of extension of the 2:1 temporary ratio for Pipefitter Apprenticeship Program of City and County of Honolulu for two (2) years effective July 1, 2024, up to June 30, 2026.

**C. Revised Standards of Apprenticeship for Telecommunications/CATV Installer Technician Apprenticeship Program of Hawaii Electricians Training Fund**

Ms. Mimi Sroat, Training Director of Hawaii Electricians Training Fund and Mr. Eric Nadresik, Assistant Training Coordinator presented the request for approval of the revised Standards of Apprenticeship for Telecommunications/CATV Installer Technician Apprenticeship Program.

Ms. Sroat informed the members that the revisions/changes to the standards were summarized in her letter Director Jade Butay and proceeded to go over the changes section by section as follows:

- 1) Section 6. Minimum Qualifications for Apprenticeship, the revision is identical language to allow the equivalent mathematic courses recognized by the Joint Apprenticeship Committee and approved at the last SAC meeting. It was to allow the JAC to accept equivalent mathematical courses.
  - 2) Section 13. Apprenticeship Wage Rate & Fringe Benefits, the Telecom wage was renegotiated and there was an increase in the licensed technician rate. The previous rates were paid off of unlicensed technicians, so standards were revised to reflect the change in higher wage rate.
  - 3) Section 4. Selection of Apprentices – Exceptions, to correct a mistake that was made in 2021. To correct 3500 hours to 3000 hours for direct entry into the apprenticeship program.
  - 4) Section 4. Selection of Apprentices – Exceptions, regarding the committee accepting industry related Department of Defense Skillbridge programs as a method of direct interview and/or entry. The committee would have to review all the Skillbridge programs to see if it was acceptable.
- SAC member James Hardway moved to recommend for approval and duly seconded by Jeffrey Durham. Chair Serikaku conducted the roll call vote as follows:

Jeffrey Durham	Yes
James Hardway	Yes
Seunghye Hong	Yes
Ellen May	Yes
Travis Murakami	Yes
Caroline Soga	Yes
Rick Subiono	<i>Excused</i>
Patrick Sullivan	Recused
Francis Tau'a	Yes
Aaron Tilton	Yes
Terry Uyehara	Recused
Melodie Vega	Yes
Cristina Vocalan	Yes
Gregg Serikaku	Yes

The Council approved the motion to recommend for approval of the revised Standards of Apprenticeship for Telecommunications/CATV Installer Technician Apprenticeship Program of Hawaii Electrician's Training Fund.

**D. Revised Minimum Qualifications for Room Attendant, Cook, and Facilities Engineering, Operations, and Maintenance Apprenticeship Programs of HARIETT.**

Before proceeding with the presentation and discussion, Mr. Fernandez clarified that the request for approval of the revised minimum qualifications for Room Attendant, Cook, and Facilities Engineering, Operations, and Maintenance Apprenticeship Programs are separate agenda items but considering that revisions pertain to all programs, the SAC may consider discussing and voting on the requests collectively.

SAC voted unanimously to discuss and vote collectively the revised minimum qualifications for all three (3) programs.

Mr. Keith Nakano, Program Director and Apprentice Coordinator presented HARIETT's request to revise the minimum qualifications.

Highlights of the presentation and discussions include the following:

- The educational requirements/qualifications for all programs were changed to include applicants who are in the process of completing their high school diploma or GED.
- The 2<sup>nd</sup> item being amended is a physical requirement. Initially stating that they must not be color-blind. For the electrician's program it was a safety issue to be able to see the different colors of the wires. It was presented that the existing language was an oversight because it doesn't apply to the housekeeping or cook programs. They are proposing to change the minimum qualification to state that they must be physically able to perform the essential functions safely. Further, the program would work on the reasonable accommodations.
- Clarification was made by SAC member James Hardway that color-blindness was considered a disability so excluding someone would be a violation. The standards were adopted from 1980's and has not been updated to address this issue.
- Regarding licensing requirements for FEOM (Facilities Engineering Operations, and Maintenance) apprentices, Mr. Nakano clarified that the electrician work is for maintenance purposes only.
- Mr. Tilton moved to recommend for approval of the revised minimum qualifications. The motion was seconded by Mr. Sullivan. The Chair conducted the roll call vote as follows:

Jeffrey Durham	Yes
James Hardway	Recused
Seunghye Hong	Yes
Ellen May	Yes
Travis Murakami	Yes
Caroline Soga	Yes
Rick Subiono	<i>Excused</i>



Patrick Sullivan	Yes
Francis Tau'a	Yes
Aaron Tilton	Yes
Terry Uyehara	Yes
Melodie Vega	Yes
Cristina Vocalan	Yes
Gregg Serikaku	Yes

The Council voted to recommend for approval of the revised minimum qualifications for the HARIETT Apprenticeship Programs.

**VI. Unfinished Business**

**A. Fixed date for quarterly meeting of the SAC.**

WDD staff explained that the rationale for recommending to the SAC to agree on a fixed date for the quarterly meetings is to ensure a quorum. There were instances in the past when WDD had a hard time setting the date of the meeting because of conflicts of schedule of the members. Setting a fixed date for the SAC quarterly meetings will prevent the members in scheduling other activities on such dates. WDD staff will also be relieved from conducting surveys for meeting dates.

SAC member Terry Uyehara suggested that WDD conducts a survey so that the members can select the fixed date for the meetings. He proposed to have the fixed date on either Tuesday, Wednesday, or Thursday of the 2<sup>nd</sup> week of the last month of the quarter. The members agreed and WDD was advised to conduct a poll to determine the final date.

**B. Edgar Fernandez informed the members that National Apprenticeship Week will be held sometime in November and asked the members to inform WDD if they have suggestions/ideas to celebrate Hawaii Apprenticeship Week.**

**VII. Announcements**

None

**VIII. Meeting adjourned at 10:55 am.**