

# HAWAII STATE APPRENTICESHIP MINUTES

## Council Meeting

September 26, 2024 9:06 AM to 11:12 AM

Department of Labor and Industrial Relations / 830 Punchbowl Street / Room 310

### Members Present:

Employer Representatives In-Person: Gregg Serikaku (Chair), Travis Murakami, Eric Nadrasik (Alternate for Terry Uyehara), Rick Subiono, Patrick Sullivan, Cristina Vocalan

Employer Representatives Virtual: Jeffrey Durham, James Hardway, Seunghye Hong, Francis Tau'a, Aaron Tilton, Melodie Vega

Employer Representative Excused: Terry Uyehara

Public Representatives: Ellen May (in-person), Caroline Soga (virtual)

Public Attendees (Presenters): Kelli Braun (HECO), Wilfred Lum (HECO), Keith Nakano (HARIETT), Felicia Villalobos (HTSB), Mitzie Higa (HTSB)

### DLIR Staff:

Edgar Fernandez, WDD; Debra Martinson, WDD; David Min, WDD; Leila Shar, WDD; Jaimee Tabangay, WDD

### Guests (Public):

Dickie Kinimaka (Masons Union Local 1), Nestor Matas (HETF), Mimi Sroat (HETF), Evan Fong (NEIEP)

Agenda	Discussion	Decision and/or Outcome
Call to Order	<b>Welcome and Introduction</b> SAC Chair Gregg Serikaku welcomed members of the State Apprenticeship Council. WDD staff Leila Shar, Edgar Fernandez, Jaimee Tabangay, Debra Martinson, and David Min introduced themselves. Public attendees who attended the meeting in-person also introduced themselves.	
Roll Call	Roll call was taken. All fourteen (14) members were present (7 in-person, 7 remotely). SAC member Terry Uyehara who was not able to attend the meeting submitted a letter to the Chair authorizing Mr. Eric Nadrasik to represent him.	
Minutes	A motion was made to approve the June 26, 2024 minutes.	June 26, 2024 minutes was approved.
<b>Reports/Updates</b>		
	A. State of Apprenticeship Council  There were no updates/reports from the Council members.  B. WDD Report  Mr. Edgar Fernandez, Program Specialist, reported the following: <ul style="list-style-type: none"><li>• USDOL awarded the following federal grants to DLIR:<ul style="list-style-type: none"><li>○ State Apprenticeship Expansion Base Formula Grant Round 2 - \$576,038</li></ul></li></ul> The grant is a continuation of SAEF Round 1 Funds that is primary to build Statewide capacity of DLIR as the State Apprenticeship Agency in Hawaii.	

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	<ul style="list-style-type: none"> <li>○ State Apprenticeship Expansion Competitive Grant - \$4,999,707</li> </ul> <p>Funds will be used to establish and support a Teacher Apprenticeship Program for the State. The program is a partnership with the Hawaii Teachers Standards Board as intermediary sponsor and Hawaii Department of Education (DOE) who will serve as employer of the apprentices.</p> <ul style="list-style-type: none"> <li>• Apprenticeship Updates/Activities               <ul style="list-style-type: none"> <li>○ As of September 13, 2024, there were 5,420 active apprentices.</li> <li>○ Compliance reviews for construction trades are almost complete with the most recent ones being with the electricians and plumbers.</li> <li>○ Ms. Jaimee Tabangay, Program Specialist, attended the National Association of State and Territory Apprenticeship Directors (NASTAD) Conference in Seattle, Washington. The NASTAD President represents state and territory apprenticeship agencies at the national level, and keeps these agencies informed of any federal policy changes. The USDOL Office of apprenticeship mentioned they have started compliance reviews of State Apprenticeship Agencies. Since Hawaii is part of Region 6, we expect our review to be in calendar year 2025.</li> </ul> </li> </ul>	
<p><b>New Business</b></p>	<p><b>A. Revised Standards of Apprenticeship for Hawaiian Electric Company, Inc. Apprenticeship Program</b></p> <p>Chair Serikaku asked the SAC members if anybody is recusing themselves from discussions or voting. SAC members Patrick Sullivan, Jeffrey Durham, and Eric Nadrasik informed the Chair that they were recusing themselves due to potential conflicts of interest. Mr. Sullivan represents IBEW Local 1260 where HECO apprentices are members. Mr. Nadrasik represents IBEW 1186 who also has a registered Lineman Apprenticeship Program. Mr. Durham represents ABC Hawaii who has a registered Electrician Apprenticeship Program. All three members were recused from voting and participated in the presentation and discussion.</p> <ul style="list-style-type: none"> <li>• Kelli Braun, HECO Labor Relations Consultant and Apprenticeship Administrator, and Wilfred Lum, HECO Meter Department Supervisor, presented the proposed revisions to their program standards as follows:               <ul style="list-style-type: none"> <li>a. Added a provision under Section 11, Work Process Hours pertaining to “10% deviation rule” which means that hours for a given work process will be considered completed at 10% above or below the required number of hours for that work process. Hence, in</li> </ul> </li> </ul>	

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	<p>order to complete the on-the-job learning part of the program, apprentices must have completed each individual work process within the 10% deviation rule with a minimum of 6,000 hours (term of apprenticeship).</p> <p>According to Ms. Braun, the 10% deviation rule has been a long-standing policy and practice of HECO that is provided in a separate document. The provision was added to the standards of apprenticeship based on the recommendation of WDD staff when they conducted compliance review of the HECO.</p> <p>Ms. Braun also explained that the reason for the 10% deviation rule is there are certain projects where a specific work process might not be completed within the 3-year term of the program, and the rule will enable the timely completion of the apprentice. Apprentices however would still be able to learn each work process and required to complete the total on-the-job learning hours of the program.</p> <p>b. Added a clause under each course outline in Appendix D-1 through 13 with the following: <i>“The course outline below is subject to change. Apprentices shall complete a minimum of 144 hours of related instruction for each year of apprenticeship”.</i></p> <p>Ms. Braun explained that the training vendors for the related instruction component of the programs continuously update the training materials for various occupations that HECO is using for their programs. The updates include changing course title and course contents. Since HECO does not have control over the revisions, the clause was added to clarify and ensure that the apprentice must complete the minimum 144 hours of related instruction hours using the current course outlines in the appendices.</p> <p>c. Incorporate the revised course curriculum outline for Senior Meter Electrician that was reviewed and recommended for approval by Honolulu Community College and now includes training on photovoltaic (PV) systems. According to Mr. Lim, when HECO Meter Electricians change electric meters, some customers asked how their PV systems will be affected. The PV training will provide meter electricians basic knowledge to respond to inquiries and provide general guidance and direction to customers to discuss these matters with their PV manufacturer or provider.</p> <p>Mr. Rick Subiono moved to recommended approval of the revisions to the Standards of Apprenticeship. Mr. Aaron Tilton seconded the motion.</p>	

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The SAC members voted as follows:

Jeffrey Durham	Recused
James Hardway	Yes
Seunghye Hong	Yes
Ellen May	Yes
Travis Murakami	Yes
Eric Nadrasik	Recused
Gregg Serikaku	Yes
Caroline Soga	Yes
Rick Subiono	Yes
Patrick Sullivan	Recused
Francis Tau'a	Yes
Aaron Tilton	Yes
Melodie Vega	Yes
Cristina Vocalan	Yes

The Council voted to recommend approval of the revised Standards of Apprenticeship for HECO's Apprenticeship Program.

### **B. Review the Certified Nursing Assistant (CNA) Apprenticeship Program of the Hotel and Restaurant Industry Employment and Training Trust (HARIETT)**

- SAC member James Hardway, Executive Director of HARIETT, informed the Chair that he is recusing himself from voting because of conflict of interest. He participated during the discussion by responding and clarifying issues raised by the members.
- Mr. Keith Nakano, HARIETT Apprentice Coordinator, presented the proposed CNA program and provided an overview on the Standards of Apprenticeship. The program was developed to address the shortage of CNAs at Hale Nani Rehab and Nursing Center who will serve as the employer of the apprentices. The course curriculum for the related training instruction component of the program was developed in partnership with Leeward Community College (LCC). Hale Nani will provide the work process hours at their facility.
- Other issues and concerns that were discussed include the following:
  - Mr. Durham asked why HARIETT is sponsoring a healthcare program when they are engaged in hospitality and tourism industry. Mr. Hardway clarified that UNITE Here! Local 5 supports healthcare workers at Kaiser Permanente and Hale Nani in addition to hospitality workers.
  - WDD staff Edgar Fernandez asked for clarification of the nine (9) members which compose the Joint Apprenticeship and Training Committee (JATC). The joint committee requires equal number of representatives from the employer and employee organizations. He added that the draft of the standards that were submitted to WDD for review stated that the JATC is composed of six (6) members.

Mr. Nakano confirmed that the JATC is composed of six regular members with three alternates.

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	<p>Mr. Hardway clarified further that there are three union representatives and three employer representatives with one union representative alternate and two employer representative alternates.</p> <p>Mr. Fernandez recommended that HARIETT revise the composition of the JATC to conform with the equal representation and provide clarity with regard the alternates.</p> <ul style="list-style-type: none"><li>○ Chair Serikaku asked if the work processes were developed to meet the standards of other registered CNA apprenticeship programs. Mr. Hardway replied that they used other registered CNA programs as their base template to develop their work processes. Also, in consultation with Local 5 and Hale Nani, work processes that did not apply were removed and added a few work processes that are necessary.</li><li>○ Ms. Ellen May asked if apprentices need to meet the college's enrollment eligibility. Mr. Hardway replied that they do not because related training is run as a single, closed cohort. The course was purchased from LCC and they use the eligibility requirements established by Hale Nani and HARIETT, in addition to the requirements of the State's licensing board. Interested applicants would apply directly with HARIETT and not through LCC.</li><li>○ Ms. Caroline Soga asked if the related training would start if there was only one apprentice, or would they wait for a minimum number of apprentices. Mr. Hardway replied that they do not anticipate having difficulty starting a class with 10-12 apprentices since there is a lot of interest in CNA programs, and HARIETT recently received 40 applicants for their program with limited advertising.</li><li>○ Mr. Patrick Sullivan asked if the program would maintain the 1-to-1 apprentice to journey worker ratio, given the overlap of concurrent cohorts. Mr. Hardway replied that ratio is a typo, and that the USDOL sets the ratio of apprentices to journey workers at 4-to-1. He added that after consultation with the union and employer, they are more comfortable with the 3 apprentices to 1 journeyworker ratio. He explained that that the 3:1 ratio will not have adverse effect on patient care because they will closely monitor the ratio. He added that the apprentices would address staff vacancies at Hale Nani.</li></ul> <p>Mr. Sullivan moved to recommend for approval of the CNA Apprenticeship Program. Ms. May seconded the motion. Chair Serikaku clarified that the motion is contingent on the following:</p>	

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	<p>a. The composition of the JATC will be corrected to 6 members; and</p> <p>b. Ratio will be corrected to 3 apprentices to 1 journeyworker.</p> <p>The SAC members voted as follows:</p> <table border="1" data-bbox="605 516 1000 961"> <tbody> <tr><td>Jeffrey Durham</td><td>Yes</td></tr> <tr><td>James Hardway</td><td>Recused</td></tr> <tr><td>Seunghye Hong</td><td>Yes</td></tr> <tr><td>Ellen May</td><td>Yes</td></tr> <tr><td>Travis Murakami</td><td>Yes</td></tr> <tr><td>Eric Nadrask</td><td>Yes</td></tr> <tr><td>Gregg Serikaku</td><td>Yes</td></tr> <tr><td>Caroline Soga</td><td>Yes</td></tr> <tr><td>Rick Subiono</td><td>Yes</td></tr> <tr><td>Patrick Sullivan</td><td>Yes</td></tr> <tr><td>Francis Tau'a</td><td>Yes</td></tr> <tr><td>Aaron Tilton</td><td>Yes</td></tr> <tr><td>Melodie Vega</td><td>Yes</td></tr> <tr><td>Cristina Vocalan</td><td>Yes</td></tr> </tbody> </table> <p><b>C. Review the Hawaii Teacher Apprenticeship Program of the Hawaii Teachers Standards Board (HTSB)</b></p> <p>Ms. Felicia Villalobos, HTSB Executive Director, and Ms. Mitzie Higa, HTSB Licensing Specialist, presented the proposed Teacher Apprenticeship Program.</p> <p>Highlights of their presentation include the following:</p> <ul style="list-style-type: none"> <li>• The goal of the program is to help address the teacher shortage in Hawaii. As the program sponsor, HTSB is looking for ways to get people into the profession and retain them.</li> <li>• Ms. Higa shared some folks do not go into teaching to avoid accumulating a large debt. An apprenticeship program would allow apprentices to earn while they learn.             <ul style="list-style-type: none"> <li>○ Apprentices can begin working right out of high school and have a flexible education schedule.</li> <li>○ Other states reported a 91% retention rate of apprentices.</li> <li>○ They want to recruit local talent and have them teach in their communities.</li> <li>○ The program will be competency-based, with nationally-vetted standards.</li> <li>○ Apprentices will earn their college degree and teacher's license.</li> <li>○ Apprentice to journeyworker ratio will be 1-to-1.</li> </ul> </li> <li>• Ms. May asked about the requirements for the Praxis exam. Ms. Villalobos mentioned not all educational programs have an exam requirement; it is dependent upon the programs that the Board approves the exam for. Exam</li> </ul>	Jeffrey Durham	Yes	James Hardway	Recused	Seunghye Hong	Yes	Ellen May	Yes	Travis Murakami	Yes	Eric Nadrask	Yes	Gregg Serikaku	Yes	Caroline Soga	Yes	Rick Subiono	Yes	Patrick Sullivan	Yes	Francis Tau'a	Yes	Aaron Tilton	Yes	Melodie Vega	Yes	Cristina Vocalan	Yes	<p>The SAC voted to recommend approval the HARIETT CNA Apprenticeship Program subject to the changes mentioned above.</p>
Jeffrey Durham	Yes																													
James Hardway	Recused																													
Seunghye Hong	Yes																													
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	<p>preparation support will be provided for apprentices that need to take the exam.</p> <ul style="list-style-type: none"> <li>Ms. Villalobos explained that candidates for this program could be someone who wants a career change, or a current Educational Assistant (EA). The focus will also be on pre-apprenticeship efforts to encourage high schoolers to consider a career in education.</li> <li>Mr. Fernandez shared that federal monies under the State Apprenticeship Expansion Competitive Grant will be used to help subsidize tuition costs for the related training instruction component of the program. Granting of credit hours and assignment of level/step based on previous experience or status of incumbent employees will be determined by an internal policy of the sponsor and apprenticeship committee.</li> <li>Apprentice's wages and wage progression are based on collective bargaining agreements for the unions (HGEA for Educational Assistants and Teacher Assistants; HSTA for Licensed Teachers).</li> <li>Ms. Villalobos shared that EAs who are currently employed by the DOE will be the primary target for this program. She discussed the necessary partnership with the principal and the educator preparation program to allow EAs to continue with their work responsibilities and carve in time to complete coursework.</li> <li>According to Ms. Higa, DOE agreed to participate and serve as employer of the apprentices, and they are waiting for the Employer Acceptance Agreement signed by Superintendent Keith Hayashi. HTSB is also waiting for HGEA's concurrence (Appendix G) if they concur to participate in the program.</li> </ul> <p>Mr. Subiono moved to recommended for approval of the Teacher Apprenticeship Program. Mr. Sullivan seconded the motion.</p> <p>The members voted as follows:</p> <table border="1" data-bbox="509 1623 891 2003"> <tbody> <tr><td>Jeffrey Durham</td><td>Yes</td></tr> <tr><td>James Hardway</td><td>Yes</td></tr> <tr><td>Seunghye Hong</td><td>Yes</td></tr> <tr><td>Ellen May</td><td>Yes</td></tr> <tr><td>Travis Murakami</td><td>Yes</td></tr> <tr><td>Caroline Soga</td><td>Yes</td></tr> <tr><td>Rick Subiono</td><td>Yes</td></tr> <tr><td>Patrick Sullivan</td><td>Yes</td></tr> <tr><td>Francis Tau'a</td><td>Yes</td></tr> <tr><td>Aaron Tilton</td><td>Yes</td></tr> <tr><td>Eric Nadrasik</td><td>Yes</td></tr> <tr><td>Melodie Vega</td><td>Yes</td></tr> </tbody> </table>	Jeffrey Durham	Yes	James Hardway	Yes	Seunghye Hong	Yes	Ellen May	Yes	Travis Murakami	Yes	Caroline Soga	Yes	Rick Subiono	Yes	Patrick Sullivan	Yes	Francis Tau'a	Yes	Aaron Tilton	Yes	Eric Nadrasik	Yes	Melodie Vega	Yes	<p>The Council voted to recommend approval contingent upon the submission of the Employer Acceptance Agreement from DOE and Union's Concurrence.</p>
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Cristina Vocalan	Yes					
Gregg Serikaku	Yes					
<b>Unfinished Business</b>	<p>A. Fixed date for Quarterly SAC Meetings</p> <ul style="list-style-type: none"> <li>Ms. Tabangay reported that during the previous SAC meeting, the members agreed to conduct the meetings during the second week of the last month of the quarter. WDD was asked to conduct a survey to determine which day of the second week. The following was the results of the survey: six (6) preferred Tuesday, four (4) Wednesday, and three (3) Thursday.</li> <li>Chair Serikaku suggested scheduling the meetings on Tuesdays of the second week of the last month of the quarter, 9:00 a.m. to 12:00 p.m. If quorum is met, they can conduct business. Ms. Tabangay will send a calendar invite to members. All members agreed to this schedule.</li> <li>The members agreed scheduling the next meeting on Tuesday, December 10, 2024. Mr. Aaron Tilton mentioned that he has a Trust Fund meeting in the morning on said date.</li> </ul>					
<b>New Business</b>	<p>A. Hawaii Apprenticeship Week Celebration on November 18-22, 2024</p> <ul style="list-style-type: none"> <li>Mr. Fernandez reported that Hawaii Apprenticeship Week will be held in conjunction with National Apprenticeship Week. He asked members to contact him if they want to participate in an activity. <ul style="list-style-type: none"> <li>The first day will include a proclamation signing by the Governor in the executive chambers.</li> <li>There will be a bus tour that visits program training sites. Some of the sites under consideration include the carpenters, laborers, sheet metal, and electricians.</li> <li>Virtual presentations are planned for various programs.</li> </ul> </li> </ul>					
<b>Next Meeting</b>		December 10, 2024, 9:00 a.m. – 12:00 p.m., 830 Punchbowl Street, Room 310				

Respectfully submitted,

Edgar Fernandez  
Department of Labor and Industrial Relations/WDD

Approved:

Mr. Gregg Serikaku, Chair  
State Apprenticeship Council