



THE COMMONWEALTH OF MASSACHUSETTS  
EXECUTIVE OFFICE OF LABOR AND WORKFORCE DEVELOPMENT  
DIVISION OF APPRENTICE STANDARDS

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**MASSACHUSETTS APPRENTICESHIP COUNCIL**  
**Meeting Minutes**  
**Monday, September 16, 2024, 11:30 a.m.**  
**Remote via Microsoft Teams**

**Opening:**

The Apprenticeship Council meeting was called to order at 11:37 a.m. on September 16, 2024, via Microsoft Teams.

Present remotely via Microsoft Teams:

- Rick Carter, Chair, Training Director, Local 12
- Josh Cutler, Undersecretary, EOLWD
- Elizabeth Bennett, Associate Commissioner, DESE
- Chaton Green, Business Agent, Greater Boston Building Trades Union
- Maryanne Ham, Executive Director, Northeast Advanced Manufacturing
- Sue Mailman, Owner, Coghlin Electric
- Aisha Necoechea, Executive Director, Best Hospitality
- Christine Ortiz, Ph.D, Professor, MIT
- Jason Pacheco, Director of Workforce Planning, Baystate Health
- Jeff Saliba, Business Manager, Local 6

Other attendees:

- Bernard Treml, Regional Director, US Department of Labor
- Charlie McNeil, Deputy Regional Director, US Department of Labor

**Meeting:**

1. Welcome

- Undersecretary Cutler welcomed members of the council and Division of Apprenticeship Standards (DAS) team members on the call.
- Grant Announcement

- i. Undersecretary Cutler announced that DAS has received a USDOL formula grant in the amount of \$1,052,584, which will help build out capacity at DAS. He thanked team members for their help with the application this spring.
2. Approval of minutes.
  - Motion to approve minutes from the previous council meeting made by Jason Pacheco, seconded by Sue Mailman. The roll call was ten in favor, none opposed.
    - i. AYE – Josh Cutler; AYE – Elizabeth Bennett; AYE – Chaton Green; AYE – Maryanne Ham; AYE – Sue Mailman; AYE – Aisha Necoechea; AYE – Christine Ortiz; AYE – Jason Pacheco; AYE – Jeff Saliba; AYE – Rick Carter.
3. DAS Reports
  - Deputy Director Margaret Gilligan provided the update on behalf of Director Lara Thomas today.
    - i. Some DAS staff went to NASTAD 2024 in Seattle which successfully developed relationships, systems, best practices. Upcoming NASTAD conference is being hosted in Colorado 2025, Nevada 2026. Massachusetts hopes to be the host in 2027.
    - ii. DAS staff attended ESAC in Puerto Rico in May. The conference may be held in Boston in 2025, but nothing has been confirmed yet. If Boston is the host city, it will require assistance from DAS and council staff.
    - iii. We continue to engage with Region 1 Director and Deputy Director. Foundational trainings were held in July for new and existing staff. Thank you, Charlie and Bernie, for continuing to partner with DAS for help.
    - iv. Director Lara Thomas is happy to set up 1:1 appointments with Apprenticeship Council members.
    - v. A new staff member joining is joining the Grants Team on 9/23/24, which will increase the capacity of that team.
    - vi. Project manager Jen Tanzi is working on the new RAP database rollout. Debbie Cassano of our Operations team is leading the charge to clean up data as requested as we move to new system.
    - vii. October is National Disability Employment Awareness Month, or NDEAM. There will be several events coming up to mark the month. The national theme is Good Jobs for All, and for DAS the theme is Good Apprenticeships for all.

- viii. National Apprenticeship Week 2024 is coming up in November. Events should be registered with the USDOL, and further updates on NAW will be offered later in the meeting.
- Apprenticeship Liaison Team Update
- i. Welcome to the new members of the AL team: Gabriela Martinez and Ammarah Rehman. Ammarah is focused on DEIA, both internally and externally.
  - ii. Numbers:
    - YTD we have 63 new Registered Apprenticeship sponsors; this already exceeds the total for the previous year (52 new sponsors). More direct outreach is being done to new sponsor partners, employers, organizations to help us grow to scale.
    - 21 add trades to RAP – 42 new sponsors, 21 add trades, 63 new RAPs in total.
    - 3 new pre-apprentice sponsors and 2 add trades to pre-apprenticeship. Pre-Apprenticeship will have a renewed focus this year and coming up.
  - iii. The AL team is in conversation with Tegra Medical to convert part of their work to a Pre-Apprenticeship program that will help them vet individuals before paying for full-time onboarding for RAP.
  - iv. The team is working with current programs to make sure they are meeting USDOL standards.
  - v. 17 events that AL team was actively involved in the last quarter, including a MA Manufacturing Annual Strategic Planning Meeting, where two ALs attended and participated on a panel.
  - vi. MassTech is hosting Mass Manufacturing Mashup on 9/25. Over 2,500 attendees anticipated. DESE will also have a table there.
  - vii. MA is currently the third state in the region with highest active number of apprentices.
  - viii. Department of Corrections is working on Pre-Apprenticeship model for re-entry. Pat Rae has been working directly with DOC.
- Database Project Update
- i. Jen Tanzi offered an update on the DAS database modernization project which will be using the Salesforce platform. which will implementing Salesforce and Launchpad together. Salesforce is used by many companies to streamline leads and sales, and we are using it for our sponsors and apprenticeship details. Jen has connected with members of the council, sponsors to gather feedback for how sponsors

use the current system, how many apprentices they have, how they want to grow their program(s). She is taking feedback and compiling it for vendor to build out first parts of the system. Any feedback to be provided, please email [Jennifer.tanzi2@mass.gov](mailto:Jennifer.tanzi2@mass.gov).

4. DEIA Outreach Campaign

- Ammarah joined DAS in July. Part of her role is helping sponsors to diversify their workforce, with a focus on placing underrepresented individuals into jobs and familiarize them with apprenticeships. She is conducting outreach to RAPs that have a strong DEIA focus to share their best practices; the goal is to connect current sponsors with organizations and adjust and evolve this initiative. Planning NDEAM activities, and DAS will conduct internal trainings on items such as the Americans with Disabilities Act, provide accommodations, best practices, digital accessibility training with MOD and Job Accommodation Network.

5. Strategic Plan Release Update

- The five-year strategic plan has been finalized. A PDF copy will be shared with council members after this meeting. Thanks to everyone who participated in providing feedback to the consultants. Once the formalities are finished, an accessibility version will be posted to our website.

6. National Apprenticeship Week Planning

- Planning has begun for National Apprenticeship Week 2024, which will run from November 18-23, 2024. For the kickoff event, we are looking to have a tour and in-person Apprenticeship Council meeting at Local 12; details will be shared with council members when they are finalized and available. We are looking to compile a list of all events being hosted across the Commonwealth in celebration of NAW, across all industries. If you are aware of any events, please email [grace.oday@mass.gov](mailto:grace.oday@mass.gov) with information, and specific questions can be followed up with offline.
- MA Girls in Trades are going to be at Dean Tech in Holyoke on 11/19 during NAW. Local 103 hosting MA Girls in Trades - Eastern MA the week before. DAS has registered tables at both. Both events are a conference and career fair for women currently in engineering or associated trades

7. Upcoming meetings:

- **November 18<sup>th</sup>** in person at Local 12. Event planning will be confirmed. Future meetings in 2025: February 24 (virtual); May 5 (in person); September 22 (virtual); November date TBD to coincide with NAW 2025.

- i. We are looking for a host for May 2025 in person.

8. Adjournment:

- Motion to adjourn made by Jason Pacheco, seconded by Sue Mailman. The motion passed unanimously. Roll call:
  - i. AYE – Josh Cutler; AYE – Elizabeth Bennett; AYE – Chaton Green; AYE – Maryanne Ham; AYE – Sue Mailman; AYE – Aisha Necoechea; AYE – Christine Ortiz; AYE – Jason Pacheco; AYE – Jeff Saliba; AYE – Rick Carter.
- Meeting adjourned at 12:14 pm.