

Draft Minutes
OSAC – Special Meeting
September 12, 2011
Ohio Department of Job and Family Services
4020 E. 5th Ave. Columbus, Ohio 43219

Welcome/ Introductions:

The meeting was called to order by Chairman Steve Lipster at 11:00 a.m.

Chairman Lipster welcomed all members, advisors, staff and guests.

Deputy Report

Chairman Lipster introduced special guest Deputy Director John Weber and turned the floor over to the Deputy.

Deputy Director Weber thanked the Council for convening a special meeting on such short notice.

Mr. Weber explained the current funding pool in which the Apprenticeship unit is supported from and the upcoming federal reductions to that pool. Therefore, explaining the necessity to reevaluate the current structure of the unit and make appropriate changes through staffing reductions.

The Deputy reiterated the support from the Administration in the goals and mission of Registered Apprenticeship and the Council but restructuring was essential due to funding reductions.

Additionally, Deputy Weber acknowledged transition issues and would support the restructured unit to ensure the Apprenticeship constituents' services were maintained. He stressed the need to increase efficiencies through the adoption of new policies, while being business friendly.

Deputy Weber fielded questions and concerns from the Council in regards to future funding avenues and cuts. He commented that if funding was able to be obtained to support the Apprenticeship efforts, the increase of staff would be done with sustainability in mind.

Chairman Lipster thanked Deputy Director Weber for taking time to speak with the Council.

Roll Call of Council:

Chairman Lipster called for a roll call of Council.

Chairman Lipster announced that Joseph Igel had requested and was excused from the meeting.

Present:

Members: Stephen Lipster, Joshua Corna, William McNally, David Siravo, Thomas Conley, Dr. Deborah Catri, Douglas Soma, Robert Gartner

Advisors: Andrew Maciejewski, Executive Administrator OSAC

Old Business:

Chairman Lipster turned the floor over to Andrew Maciejewski, Executive Administrator, OSAC.

Mr. Maciejewski reviewed the standing motion and business of the special meeting. The motion was set to develop a policy regarding the retention of apprentice agreement hard copies once electronic registration begins and maintenance of checks and balances in regards to the applications for advanced credit. The policies modifications shall be submit to the Council at the next meeting.

Mr. Maciejewski presented the new table of organization, process flow charts and suggested policy changes to OSAC Policy Rule of Procedure.

Motion was set before the Council by Dave Siravo to accept the policy language as submitted and amend the OSAC Policy Rule of Procedure.

- Item 12 Apprentice transactions shall be initiated by the sponsor and entered into the U.S. Department of Labor’s hosted Registered Apprenticeship Partners Information Data System (RAPIDS).
- Item 13 Apprenticeship agreements with original signatures shall be maintained as a part of the permanent apprentice file under the authority of Ohio Administrative Code 5101:11-3-04.
- Item 14 The Sponsor shall submit proper documentation for apprentice agreements that reflect a request for advanced credit, under Ohio Administrative Code 5101:11-3-01 (D(2)). No action will be taken on the electronically submitted agreement until documentation is received and approved.

Motion seconded by Doug Soma.

No further discussion being heard nor said, Chairman Lipster called for a vote.

Council unanimously approved the motion to accept the policy language as submitted and amend the OSAC Policy Rule of Procedure.

Good of the Council:

Chairman Lipster opened the floor for discussion and comments.

Mr. Maciejewski announced eight regional training sessions and one webinar have been scheduled to train sponsors on the new RAPIDS system and the newly adopted policy changes. All sessions have been scheduled in late September prior to the transition.

No further discussion being said nor heard, Chairman Lipster thanked everyone for his or her comments.

Chairman Lipster announced the next meeting date as:

Thursday, October 6th, 2011, at 4020 E. 5th Ave., Columbus, OH 43219, in Room M146.

Motion was set before Council by William McNally to adjourn.

Motion was seconded by Dr. Deborah Catri.

No discussion being heard nor said, Chairman Lipster called for a vote.

Council unanimously approved the motion to adjourn at 12:50 PM.

Minutes Approved:

Steve Lipster, Chairman Date

Andrew Maciejewski, Executive Administrator Date