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2015 Annual Report on

# Maine Apprenticeship Program

Submitted by  
Maine Department of Labor  
Bureau of Employment Services

# **Maine Apprenticeship Program 2015 Annual Report**

For the Period January 1, 2015 – December 31, 2015

**Prepared for:**

Governor Paul R. LePage

The Joint Standing Committee on Labor,  
Commerce, Research and Economic  
Development

The Joint Standing Committee on Education  
and Cultural Affairs

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## 2015 Program Highlights

- At the close of 2015, the apprenticeship program had served 1,376 apprentices actively working on industry-recognized skill certifications.
- Apprentices who completed their programs during 2015 saw an average wage increase of 27 percent from program start to program end.
- Estimated gross hourly wages paid by employers to Maine apprentices were \$40,019,480.
- Veterans comprised 16.5 percent of registered Maine apprentices, while veterans made-up 9.7 percent of Maine's total population.

### 2015 in Numbers

Total taxpayer dollars spent	\$ 435,980
ROI dollars leveraged per General Fund dollar**	\$99.59
Average annual gross wages of apprentices	\$35,732
Total served (new/active/completed/cancelled)	1,376
Total new apprentices registered	330
Total apprentices completing programs	138
Total apprentices cancelled prior to completion	256
Percentage of apprentices in nontraditional occupations (NTO)	5.7%
Average starting hourly wage rate of all current apprentices	\$16.63
Average ending hourly wage rate at completion	\$26.66

\*\* ROI determination based on the NASTAD (National Association of State and Territorial Apprenticeship Directors) approved formula currently used by 25 state funded apprenticeship programs.

### 2015 Demographics

TOTAL	MALE	FEMALE	NTO	MINORITY	VETERAN
1376	1119	257	78	62	227

## About Apprenticeship

The Maine Apprenticeship Program (MAP) is an employer-provided, nationally recognized workforce training program developed in collaboration with individual employers. Apprenticeship programs engage employees in learning skills specific to their occupation both on the job and through a minimum of 144 hours per year of formal coursework. The program has worked collaboratively with employers/sponsors since 1941 and has maintained sponsors for this duration, including Bath Iron Works. Apprenticeship is a time-proven, effective training model that continues to innovate and adapt to meet employers' needs for skilled labor and workers' need for good wages with a clearly defined career pathway to advancement.

Apprenticeship can be sponsored by an individual employer, a group of employers such as a trade association, or by a trade union through a joint apprenticeship training committee that is comprised of union and management members engaged in bargaining agreements. Apprentices can be new-hires or employers can select current employees to join the apprenticeship program to advance their skills and move them up the business' career ladder. Statute requires apprentices be at least 16 years old (18 years old for certain occupations) and have attained a high school diploma or equivalent. Apprentices must be capable of and engaged in learning all aspects of the occupation through a combination of on-the-job training and successful completion of classroom coursework. Apprentices take classes offered either directly by their employer, online, or through a traditional college or university.

It takes one to five years for an apprentice to become proficient in a particular occupation. In 2015, the average length of apprenticeship programs in Maine was 3.1 years. Apprentices enter into a formal agreement with their sponsor, who agrees to provide the

apprentice with an incremental wage schedule in return for skill proficiency attainment throughout the duration of their program.

As part of a national program, Maine apprentices earn a nationally recognized skill certificate upon successful completion. In Maine, apprentices also have the opportunity to earn an Associate's degree in their trade skill area through a partnership with the Maine Community College System. The Trades and Technology Occupations degree (TTO) allows apprentices who matriculate to complete a two-year degree over a four- to five-year period. In addition, apprentices can earn up to 24 college credits for successful completion of their on-the-job skill program (at 6 credits per year for up to four years).

Apprentices receive a paycheck from the start of their apprenticeship program, earning wages while they learn on the job. Apprentices get hands-on training from a mentor at the job site to assure job proficiency and are engaged in classroom learning activities to support on-the-job learning. Many apprentices complete a college degree while apprenticing and benefit from significant savings in college costs (the program pays up to 50 percent of the cost of tuition and most employers pay the remainder or a portion of the remainder), but also complete their degrees at the top of the wage scale for their occupation.

## **Benefits for Employers/Sponsors**

Maine employers/sponsors can increase their competitive edge by ensuring their employees hold the highest, nationally recognized, industry skill credentials. The Maine Apprenticeship Program provides technical assistance to employers/sponsors in program development and/or customization of skill standards, as well as cost assistance with on-site instructor training in areas such as adult learning and train-the-trainer skills, or skill certifications

required for new processes. In addition, apprenticeship provides industry sponsors with a voice in the workforce education and training system and links them to other workforce assistance programs and resources.

Sponsors benefit from apprenticeships because they:

- provide a formal, affordable, industry-endorsed, skill-development model;
- attract self-directed individuals interested in attaining the skills the company requires;
- require a formal commitment from the apprentice, improving employee retention;
- assure a business' customers that services and products are provided by industry experts deemed proficient via national certification and credentialing processes;
- improve worker productivity, quality, and safety;
- allow sponsors to pay wages commensurate with ability and increases competitiveness in the bidding arena for federally funded contract work;
- equip journey-worker experts with guides and methods to impart skills to new and advancing members of their workforce; and,
- link companies to additional workforce development programs and resources, and provide a venue for them to voice their workforce needs to a broad stakeholder system.

Becoming a registered apprenticeship sponsor is easy. Businesses, with the assistance of MAP staff, are involved in every step of designing their apprenticeship program. Apprenticeship templates exist for many occupations that can be customized to meet the employer's specific

workforce needs. The first step in developing the apprenticeship program schedule and agreement requires the employer to review a set of occupational skill standards and/or an existing apprenticeship template provided by MAP staff to identify what their apprentices need to learn on the job, as well as the type and level of classroom training they will require. The sponsor must then commit to providing a safe work environment, appropriate supervision and training during the on-the-job learning component, decide upon an incremental wage schedule, and decide how individuals will be recruited and selected for their apprenticeship program. Once these decisions are made, the business-specific program schedule and agreement are put before the Maine Apprenticeship Council, which reviews and approves the new sponsor and its occupational program. In most cases, the approval process is completed in 10 days or less.

## **Benefits for Apprentices**

The key benefit to apprenticeship is that it is an earn-while-you-learn, skill-training program allowing the apprentice to attain an advanced skill level while at work. In addition, apprentices:

- achieve a portable, nationally recognized skill credential;
- can earn an Associate's degree at a fraction of the cost;
- receive extensive on-the-job training from an experienced mentor;
- earn incremental wage increases commensurate with skill attainment; and,
- are exposed to both formal theoretical knowledge and technical hands-on experience using state-of-the-art equipment and tools and partaking in work processes not ordinarily available through traditional educational pathways;

## **Benefits for the State of Maine**

- Strengthens local economies by developing highly trained and educated workers;
- Is demand-driven, eliminating mismatch between skills taught and skills employers need;
- Provides a customized, long-term solution to filling skill gaps facing industries as workers retire; and,



- Offers an affordable talent development approach for the workforce system that results in required outcomes.

## 2015 – Year in Review

During calendar year 2015, total expenditures of \$435,980 leveraged nearly 100 times that amount in apprentice wages, state income-tax payments and matching tuition funds. The return per each General Fund dollar was \$99.59.

To meet Federal and State Department of Labor requirements, MAP maintains an accurate record of apprentice and sponsor activity. Federal Department of Labor policies require inactive registered apprenticeship programs be cancelled if the company has no apprentice activity in the last 12 months and/or there is no evidence an apprentice will be registered within the next 60 days. In September of 2015, 52 employer sponsors who had been inactive for more than 12 months received notice of cancellation from MAP. During 2015, the number of active sponsors ranged from 41 to 93, with some being cancelled while others became dormant as apprentices completed programs and others re-activating with the hire and registration of new apprentices. The MAP staff is committed to partnering with employers to invest in building our workforce to meet current and future demands and will work with any business wishing to reinstate their apprenticeship program.

### Nine new companies registered apprenticeship programs in 2015

Companies with an asterisk (\*) registered both apprenticeship and pre-apprenticeship programs in 2015.

- Eastern Fire Protection Services Incorporated – Sprinkler Fitter
- Winthrop Water District – Water Systems Operator
- Certified Nursing Assistant Programs: Pen Bay Healthcare\*, Clover Manor, Lincoln County Healthcare\*, St. Mary's Regional Health System
- Funeral Practitioner Programs: A.T. Hutchins and Veilleux Funeral Home
- Central Maine Motors\* – Automotive Technician I

### Strategic Partnerships Focus

- Partner with industry associations to expand apprenticeship opportunities including but not limited to: Maine Health Workforce Forum; Educate Maine's Project>Login to establish apprenticeship programs in information technology; Maine Automobile Dealers Association; Maine Manufacturing Extension Partnership (MEP) and Maine Manufacturer's Association (MAMe) to expand apprenticeship programs in manufacturing; Maine Maritime Trades Association; Maine Funeral Directors Association and the Maine Organic Farmers Association;
- Partner with education providers including but not limited to: Career and Technical Education (CTE) programs to develop pre-apprenticeships for youth; Maine's Community College System, and Adult Education partners to develop pre-apprenticeships for adults; and,
- Workforce development partners including local workforce investment boards and their service providers and the Maine Department of Economic and Community Development.

Apprenticeship as a workforce-training model was heavily emphasized in Maine's five-year strategic workforce plan, piquing program interest amongst employers and job seekers. The apprenticeship program office is persistently working with employers to keep pace with the increase in demand. As the program's funding is tight, apprenticeship staff works diligently to forge new relationships that will create opportunities to collaborate with employers, workforce

groups and other state agencies to align resources to develop new apprenticeship programs in Maine's high-growth, high-wage industries.

## Maine Apprenticeship Council

Twelve voting members of the Maine Apprenticeship Council (MAC) are appointed by the Governor; four additional non-voting members are appointed by the Maine Department of Labor (MDOL) commissioner or the president of the respective agencies. The MAC is required by both federal and state apprenticeship statute. The council meets on a quarterly basis to advise the MDOL, or as required for the purpose of reviewing and approving programs, and addresses issues and recommends additions or changes to Maine Apprenticeship programs, policies and processes. The council also serves to advise the State Workforce Board on matters pertaining to apprenticeship. The primary objectives of the council are to ensure that: programs fall within the parameters of apprenticeable occupations; program standards meet or exceed statutory requirements; program sponsors provide for the adequate and safe training of apprentices; and, sponsors offer equal access to apprenticeship programs.

**The Maine Apprenticeship Program would like to acknowledge and thank current and past members for their dedicated service to the program:**

Don Berry (Chair)

Bob Bourgault

Jennifer Boynton

Dawn Croteau

Bruce Davis

Phil Dionne (Co-Chair)

Denise Garland

Jennifer McKenna

Gail Senese

Allan Shepard

Brian Watson

Travis Wood

Trisha Mosher

Chris Trider

## Active Programs 2015

### **Administrative, Public and Retail Services**

Automotive Service Technician  
Cosmetology/Hair  
Replacement  
Office Manager

### **Education**

Child Development Specialist  
Education Technician II, III  
Head Start Teacher I, II, III, IV

### **Health and Social Services**

Certified Nursing Assistant  
Critical Care Nurse  
Emergency Care Nurse  
Float Nurse  
Front Line Nurse Leader  
Funeral Practitioner  
Ocularist  
Veterinary Technician

### **Construction Trades**

Architectural Drafter  
Carpenter  
Construction Craft Laborer  
Electrician  
Inside Wireman  
Lineworker  
Maintenance Technician  
Metal Fabricator  
Millwright  
Painter  
Plumber  
Pipefitter  
Rigger  
Sheet Metal Worker  
Sprinkler Fitter  
Telecommunications Technician  
Tele-data Technician  
Welder

### **Ship Building and Maintenance**

Electrical Designer  
Hull Outfit Designer  
HVAC Designer  
HVAC Installation & Service  
Machinist  
Maintenance Mechanic  
Marine Electrician  
Pipefitter  
Shipfitter  
Tinsmith

### **Manufacturing**

Cabinet Maker  
Electrical Instrument Technician  
HVAC Technician  
Machinist  
Maintenance Technician  
Manufacturing Technician  
Mechanical Harvester Operator  
Waterworks Technician

## Active Sponsors 2015

<b>A. T. Hutchins Funeral Home</b>	<b>Portland</b>
<b>Advantage Funeral Services</b>	<b>Portland</b>
<b>Anthony Mancini Electric</b>	<b>Portland</b>
<b>Atlantic Comfort Systems Inc.</b>	<b>Biddeford</b>
<b>Bath Iron Works</b>	<b>Bath</b>
<b>Black Management Company</b>	<b>Springvale</b>
<b>Blais and Hay Funeral Home</b>	<b>Westbrook</b>
<b>Boston Ocular Prosthetics, Inc.</b>	<b>Jackson</b>
<b>Brookings Smith Funeral Home</b>	<b>Bangor</b>
<b>Central Maine Motors Auto Group</b>	<b>Waterville</b>
<b>Cianbro</b>	<b>Pittsfield</b>
<b>Clover Manor, Inc.</b>	<b>Auburn</b>
<b>Dennet-Craig and Pate Funeral Home</b>	<b>Saco</b>
<b>Dolby Funeral Chapel</b>	<b>South Windham</b>
<b>Eastern Fire Protection Services Company</b>	<b>Bangor</b>
<b>ECS LLC Eastern Sprinkler</b>	<b>Auburn</b>
<b>EJ Prescott</b>	<b>Gardiner</b>
<b>Griffin Electric Inc.</b>	<b>Holliston, MA</b>
<b>Hairbuilders</b>	<b>North Vassalboro</b>
<b>Hall Funeral Home</b>	<b>Waldoboro</b>
<b>Hobbs Funeral Home</b>	<b>South Portland</b>
<b>Hope Memorial Chapel</b>	<b>Biddeford</b>

<b>IBEW 1253, Augusta Electrical JATC</b>	<b>Fairfield</b>
<b>IBEW 567, Portland Electrical JATC</b>	<b>Lewiston</b>
<b>Interstate Electrical Services, Inc.</b>	<b>Westbrook</b>
<b>Irving Woodlands LLC</b>	<b>Fort Kent</b>
<b>Ken L. Electric, Inc.</b>	<b>St. Agatha</b>
<b>Knowlton, Hewins and Roberts Funeral Home</b>	<b>Augusta</b>
<b>Kennebec Valley Community Action Program</b>	<b>Waterville</b>
<b>Laborers, District Council of</b>	<b>Hopkinton, MA</b>
<b>Lamson Funeral Home</b>	<b>Millinocket</b>
<b>Lary Funeral Home Inc.</b>	<b>Dover-Foxcroft</b>
<b>Lincoln County Healthcare</b>	<b>Boothbay Harbor</b>
<b>Lucas and Eaton Funeral Home</b>	<b>York</b>
<b>Maine General Medical Center</b>	<b>Augusta</b>
<b>McIntire-McCooey Funeral Home</b>	<b>South Berwick</b>
<b>Mid State Machine Products</b>	<b>Winslow</b>
<b>Northern New England Carpenters</b>	<b>Hopkinton, MA</b>
<b>Northern New England District Carpenters</b>	<b>Augusta</b>
<b>Painters and Allied Trades DC 35</b>	<b>Roslindale, MA</b>
<b>Panolam Industries International, Inc.</b>	<b>Auburn</b>
<b>Pathway Wahlo</b>	<b>Lewiston</b>
<b>Penobscot Bay Healthcare</b>	<b>Rockport</b>
<b>Portland Veterinary Specialist</b>	<b>Portland</b>
<b>Portsmouth Naval Shipyard</b>	<b>Kittery</b>
<b>Pratt and Whitney dba United Technologies</b>	<b>North Berwick</b>

<b>Saint Mary's Healthcare System</b>	<b>Lewiston</b>
<b>SEABEE Electric</b>	<b>Scarborough</b>
<b>Sheet Metal Workers Local 17</b>	<b>Lewiston</b>
<b>Shorey Nichols Funeral Home</b>	<b>Pittsfield</b>
<b>Smart and Edwards Funeral Home</b>	<b>Skowhegan</b>
<b>STDC, Inc. (Dan &amp; Scott's Cremation &amp; Funeral Services)</b>	<b>Farmington</b>
<b>Thermodynamics Inc.</b>	<b>Eliot</b>
<b>Thomas Moser Cabinetmakers</b>	<b>Auburn</b>
<b>Plumbers and Pipefitters UA716</b>	<b>Augusta</b>
<b>Veilleux Funeral Home</b>	<b>Waterville</b>
<b>Winthrop Water District</b>	<b>Winthrop</b>

## Looking Forward — Plans for 2016

Apprenticeship is featured and woven throughout the approved unified Maine workforce plan for 2016 - 2018 as a tool to address current skill gaps and projected gaps facing Maine employers. Apprenticeship is one of the only remaining state-funded, industry-led, incumbent-worker training programs—one that can be aligned with other federal and state workforce-development programs which financial resources can be leveraged to help with the costs of both on-the-job training and related instruction courses for apprentices recruited from eligible participant pools. Collaborative outreach efforts focused on identifying workforce partners will continue with a focus on working with industry partners to develop apprenticeship opportunities in information technology and expand apprenticeship opportunities in healthcare and precision manufacturing occupations.

Registered pre-apprenticeship programs are designed to facilitate the entry and ultimate success of individuals who enter into registered apprenticeship programs. These programs have a documented partnership with at least one registered apprenticeship program sponsor and together they connect and expand the participant's career pathway opportunities with industry-based training coupled with classroom instruction. The development of registered pre-apprenticeship programs for youth and adults in Maine's high-growth, high-wage industries will help our workforce bridge the gap between the skills they have and the skills employers need their entry-level workforce to possess. Pre-apprenticeship training can help sponsors streamline the recruitment process of new apprentices, align preparatory training with apprenticeship standards and increase the retention rate for registered apprenticeship participants.



The development of pre-apprenticeship programs in Maine will be an important focus of MAP staff in 2016. To expand pre-apprenticeship opportunities, staff will work closely with existing apprenticeship sponsors to communicate and articulate their eligibility and qualification requirements to CTE and adult education program leaders. The development of pre-apprenticeship programs and intentional career pathways from CTE and adult education programs to registered apprenticeship programs will help to advance Maine's workforce. By collaborating with employers, industry associations, workforce development partners and education providers we can ensure our apprenticeship and other workforce training programs are meeting Maine employers' workforce needs and our limited financial resources are aligned and being used wisely.

## Apprenticeship Program Goals and Implementation Strategies for Success

2016 APPRENTICESHIP GOALS	IMPLEMENTATION STRATEGIES FOR SUCCESS
<p>1. Increase the number of sponsor sites by sixteen (16) with a focus on adding sponsors in healthcare, information technology and manufacturing.</p>	<p>1. Connect with the following to inform and expand understanding of MAP:</p> <ul style="list-style-type: none"> <li>a. Industry Associations</li> <li>b. Maine Quality Center Staff</li> <li>c. Workforce System Partners</li> <li>d. Career and Technical Education State Partners;</li> </ul> <p>2. Identify industry champions to showcase apprenticeship;</p> <p>3. Utilize National Emergency Grant (NEG) and Competitive Skills Scholarship Program staff to expand outreach;</p> <p>4. Expand MAP staff knowledge of best practices by attending webinars and national convenings;</p> <p>5. Expand pre-apprenticeship programs in Maine by working with existing sponsors to identify and develop articulation agreements with appropriate high school CTE and community college training programs; and,</p> <p>6. Improve outreach of MAP through</p>

	marketing program being developed under Sector Partnership NEG grant.
2. Work with the Maine Department of Corrections (DOC) to design and facilitate two (2) apprenticeship opportunities for inmates transitioning from a correctional facility.	<ol style="list-style-type: none"> <li>1. Identify existing and potential apprenticeship sponsors willing to work with DOC; and,</li> <li>2. Leverage apprenticeship program staff connections with DOC to make appropriate contacts at DOC facilities.</li> </ol>
3. Seek and apply for two (2) additional funding sources that will increase incentives for employers who are interested in sponsoring an apprenticeship program.	<ol style="list-style-type: none"> <li>1. Monitor grant information coming from USDOL to identify appropriate opportunities.</li> </ol>
4. Transfer all apprenticeship program data to the Federal RAPIDS system by July 1, 2016. (Needs updated? - Tim)	<ol style="list-style-type: none"> <li>1. Focus on inputting data into RAPIDS on Fridays; and,</li> <li>2. Train large sponsors on how to enter/maintain data in RAPIDS.</li> </ol>
5. Monitor eighteen (18) apprenticeship sponsors.	<ol style="list-style-type: none"> <li>1. Schedule largest sponsors of apprenticeship followed by new sponsors of apprenticeship for reviews; and,</li> <li>2. Provide feedback to employers during visit and in writing.</li> </ol>
6. Identify appropriate candidates and fill the open apprenticeship council seats by December 31, 2016.	<ol style="list-style-type: none"> <li>1. Identify individual at Job Corp who would be willing to serve and an individual from the Jobs for Maine Graduates (JMG) to fill (2) vacant public openings; and,</li> <li>2. Connect with Maine Manufacturers Association, Bath Iron Works or Pratt &amp; Whitney to fill the (1) business opening.</li> </ol>

## Apprenticeship Training for Success

Registered Apprenticeship was formally implemented in the United States through the enactment of the National Apprenticeship Act in 1937 and was adopted in Maine in 1941. Despite being a long-standing, low-cost, highly effective workforce training and retention method, apprenticeship is largely unknown, often misunderstood, and generally underutilized. Across the United States, only about 0.2 percent of workers are trained through apprenticeship programs.<sup>1</sup> Businesses and potential apprentices often mistakenly believe apprenticeship training is only

applicable to workers in traditional apprenticeship trades such as construction. The expansion of apprenticeship into new sectors and nonunionized workplaces is both possible and practical.

For Maine's high-growth, high-wage sectors that often experience difficulty attracting a skilled workforce, apprenticeship could be an effective tool to help them "grow their own" skilled employees. Apprenticeship programs are a viable alternate college pathway for Maine people who seek a post-secondary degree. Apprenticeship is a proven training method that, when put into practice, helps employers narrow the skills gap and supplies them with the skilled, dedicated workforce they need to be competitive in today's global economy.<sup>1</sup>

The Maine Apprenticeship Program has successfully leveraged existing Community College and Maine Quality Center programs and is working toward fully integrating registered apprenticeship into State and Local Workforce Development Board strategies. MAP will continue to leverage training dollars and other resources by collaborating with businesses, communities and education and workforce partners to expand Maine apprenticeship programs. The apprenticeship program is positioned to grow and to significantly expand apprenticeship opportunities for workers into high-wage, high-demand occupations such as those found in healthcare, precision manufacturing and information technology, but we need to increase the financial resources allocated to the program. Without an increase in funding, the apprenticeship program will continue to support existing sponsors and programs, but will not expand to become a major catalyst in developing a skilled workforce to meet the demands of Maine's high-wage, high-demand businesses.

<sup>1</sup> *Training for Success – A Policy to Expand Apprenticeships in the United States*, Ben Olinsky and Sarah Ayers, The Center for American Progress, December 2013.