



Limited Energy - Unlimited Potential

Minnesota Statewide Limited Energy JATC Newsletter

Edition #1

September 2003

Training Today's Industry for Tomorrow's Technology

Welcome Readers

Welcome to the first newsletter from the Minnesota Statewide Limited Energy JATC. It's our plan to communicate information to you on a monthly basis.

Perhaps there are things about the apprenticeship program that you would like clarified or maybe you just want a little more information. Please let us know. We would be glad to address your questions or concerns.

Readers, if you feel there is an exceptional apprentice that should be recognized, let us know. Apprentices, if you feel you are working with someone who has significantly contributed to your industry knowledge or understanding, let us know. We welcome the opportunity to acknowledge accomplishments.

You can fax information to us at 763-571-5928 or e-mail us at editor@statewidelea.org.

Importance of Time Cards

Apprentices already know of the requirement for sending in monthly time cards showing the hours worked that month. But, what you may not know is WHY time cards are so important.

The time an apprentice spends in school is actually only 7% of their apprenticeship. 93% is **ON-THE-JOB** training. The Department of Labor regularly audits our records. We are required to keep all original time cards on file for every apprentice. Time cards must indicate the number of hours worked, the type of work performed, and be verified by signature of a Journeyman Technician. Through apprentice compliance with the time card requirement, we are able to meet apprenticeship program requirements set by the Department of Labor.

As stated in the Apprenticeship Standards, an apprentice must remain at each classification for a minimum of 6 months and a minimum of 800 hours of "on-the-job" time as reported by "on time" time cards. Hours are not recorded or credited toward the minimum 800 hours for late or missing time cards.

Every delay (late or missing timecard) causes an equal time delay in the apprentice being increased to the next pay classification. --More on this in future newsletters--

Apprenticeship Fees

We recently sent notification to all apprentices regarding the \$30 apprenticeship fee that needs to be submitted to our office by December 1st. As noted in our correspondence/invoice, our JATC has already paid the fee for all of the apprentices currently in our program, but each apprentice is responsible for reimbursing the JATC. Below is an excerpt from the Minnesota Department of Labor website:

Minnesota's apprenticeship training law, Minnesota Statutes §178, was amended during the 2003 legislative session. The amendment established an annual apprentice-registration fee. The fee is being implemented to reduce the program's reliance on the Workforce Development Fund. The fee will be assessed on all apprentices active on July 1, 2003. After July 1, 2003, all new apprentice agreements sent to this office must have the \$30 fee attached for processing. Agreements submitted without the fee will be returned to the sponsor. Therefore, please make sure the agreement for each new apprentice, after July 1, 2003, has the \$30 fee attached. This will ensure there is no delay in processing the agreement(s). Any delay could be critical for those unregistered individuals who may perform work on a federal Davis-Bacon or state prevailing-wage job.

This new Apprenticeship Fee is collected by our JATC and sent directly to the Department of Labor. We are not collecting funds to be kept by our JATC office. The reasons that fees must come to our office are:

- To eliminate the potential problems for our program if an apprentice does not follow through with his/her obligation to pay the fee.
- To eliminate the potential problems for our program if an apprentice has a check returned, for whatever reason.

In either of these cases, if Apprenticeship Fees are not processed appropriately, our program as a whole could be in jeopardy; as well as the apprenticeship of everyone in our program. Therefore, all fee processing will be done through our office.

If you want to learn more about the new law, you can check out the Department of Labor website at

<http://www.doli.state.mn.us/appr.html>

From Jim's Desk

8 Hour Classes



The Limited Energy JATC has had several requests for training that is required to maintain the Power Limited Technician License. We are currently developing materials and recruiting instructors for this purpose. We would like to be the first resource you contact to help you meet this annual training requirement.

Our 8 hour classes will be open to every IBEW member, Journeyman Technician or higher, as well as office management personnel, who work for a contractor signatory to the Limited Energy Agreement.

It is our plan to make training opportunities like this available as frequently as possible.

The first of these 8 hour training classes will be held in January. We will be sending information out in future newsletters regarding specific date, time, location, and the cost of books needed for that class.

Instructors Needed



Do you have industry experience and training that you would like to share with others? Are you interested in making a little extra money working part-time at something you enjoy?

If so, you should consider becoming an instructor for our JATC. We are looking for people motivated and interested in teaching and helping to develop the expertise of the workforce in our industry.

Classes are held from 5:00 p.m. to 9:00 p.m. two evenings per week. Each session is held for a total of 20 weeks or 40 classroom nights. There are also opportunities for substitute instructors and/or instructors who specialize in specific areas of our industry.

If you are interested or would like more information, please contact Jim Simpson at 763-571-5922, Monday through Friday between the hours of 8:00 a.m. and 4:00 p.m.

“Out of Work” Report for Contractors

As you know, there is no “hiring hall” for Limited Energy. To help both contractors and IBEW members, we have developed an “Out-of-Work” report that IS BEING USED BY CONTRACTORS.

Here is how it works!!! When a Limited Energy IBEW member is laid off, terminated, or voluntarily leaves the employment of his/her contractor/employer, both the contractor and member are to notify the appropriate IBEW Local Union office **and** our office at 763-571-5922 or by fax at 763-571-5928. The Installer or Technician is then placed on the “Out-of-Work” report that every signatory limited energy contractor can receive simply by calling our office.

It’s important to everyone that we have accurate and current information so potential contractor/employers can contact you.

Please make sure we have your current address, home phone number and an alternate phone number. Contractors cannot call you for an interview or to offer you employment if you have not updated your contact information with us. If we receive information from the contractors stating that your contact information is no longer valid, you will be removed from the out of work report until you contact our office with accurate information.

When an IBEW member is hired by a signatory limited energy contractor, both the member and contractor are to notify the appropriate IBEW Local Union office **and** our office so we can remove your name from the report. We need the cooperation of everyone involved so that we are not giving information to contractors on people who are already back to work.

This system IS WORKING. Contractors are calling people to work in both the Installer and Technician ranks FROM THIS REPORT.

We also have a report of applicants who have passed the aptitude test and want to become part of this industry. That report is also available to contractors.

Since we do not have a “hiring hall”, contractors are not obligated to utilize these reports. Our goal, in developing these reports, is to keep people who are trained in our industry, working in our industry. We need your help to maintain accurate information.