

WIOA Committee Monthly Meeting

August Meeting Minutes

August 21, 2023

Attendees:

Kenny Allison

Laura Duckworth

Stephanie McNamara

The meeting was called to order via Zoom at 1:00 PM.

I. Reviewed the OJT Policy (Follow Up from Quarterly Meeting)

- a. Laura Duckworth responded to the OJT policy (current draft) with questions regarding the contradictions between the OJT policy of the state in the VWL to the current federal apprenticeship standards. There is a 500-hour max with the OJT policy and a 2000 hour minimum for federal apprenticeship standards.
 - i. Stephanie McNamara will reach out for clarification between the OJT policy, the apprenticeship policy, and the WEX policy to ensure distinct delineation.
 - ii. After clarification, Stephanie has agreed to send the information to the committee so the policy can be voted upon at the September quarterly meeting.

II. ETPL Approval

- a. Existing provider, National HealthCareer Certification Institute, has submitted an application for a new program, Phlebotomy Technician.
 - i. The committee has requested further information before they approve the application to be voted on by the Board at the September 13th meeting.
 1. The requested further information requested of the provider is a layout of the process throughout the program. When do students get assessed and by whom since it is an online program?
 - a. Stephanie has agreed to reach out to the provider for further clarification. Follow-up will be sent to the committee upon receipt.

III. Adjournment

- a. No further discussion was needed. Meeting adjourned at 1:40 PM