



**CALIFORNIA APPRENTICESHIP COUNCIL 2025
FOURTH QUARTERLY MEETING
MINUTES**

**Thursday, November 6, 2025
9:00 a.m.
Acting Chairperson**

I. Convene Quarterly CAC Meeting

- a. Meeting opened by DAS Chief Adele Burnes (serving as Secretary), who noted the absence of the Chair and Vice Chair and initiated a single-meeting chair election per Robert's Rules of Order.
 - i. Commissioners motioned and approved Commissioner Larry Hopkins as temporary chair for this meeting. He called the meeting to order at 9:00am and started the Pledge of Allegiance.
- b. Roll Call
 - i. DAS Chief Adele Burnes conducted the roll call.
 - ii. Members Present: Jack Buckhorn, Yvonne de la Peña, Hugo de la Torre, Alex Beltran, Mark Burri (remote), Earl Restine, Frank H. Quintero (remote), Chuck Poss, Shelley Doran (remote), Gary Adams, Larry Hopkins, Randall Chenworth, Todd Braverman, and DAS Chief Adele Burnes. There was an in-person quorum.
 - iii. Members Absent: Richard Harris, Sheri Learmonth, Jason Rafter, and Louis Ontiveros.
- c. Approval of the minutes of the previous meeting
 - i. There was a motion and a second for approval of the minutes for the 3rd Quarterly Meeting in San Diego, California. All approved. The motion carried.
- d. Announcements
 - i. Welcome to Commissioner Randall Chenworth
 - ii. 2026 Meeting Dates
 - a. 2026 1st Quarterly CAC Meeting: January 28-29, 2026 at DoubleTree by Hilton Hotel San Pedro - Port of Los Angeles on 2800 Via Cabrillo Marina, San Pedro, CA 90731
 - b. 2026 2nd Quarterly CAC Meeting & 2026 California Conference on Apprenticeship (CCA): May 5-8 at Hyatt Regency Sonoma Wine Country on 170 Railroad Street, Santa Rosa, CA 95401
 - c. 2026 3rd Quarterly CAC Meeting: Tentative August 12-13 in San Diego

- d. 2026 4th Quarterly CAC Meeting: Tentative October 28-29 in Visalia
- iii. Bagley-Keene Act: SB 470 extended hybrid public meeting allowances to 2030; reminder that in-person quorum is still required and remote commissioners must keep camera on, announce technical issues and any adults present in their room, per public transparency provisions.
- e. Communications – None

II. Business Session

- a. Legal Matters – Deputy Attorney General Hutchison Meltzer stated the only legal matter is the McVeigh petition filed in San Francisco Superior Court (*McVeigh v. CAC, et al.*, No. CPF-25-519030 (Super. Ct. San Francisco County filed April 22, 2025)).
- b. Apprenticeship Complaint Findings / Decisions by the Administrator of Apprenticeship – None
- c. Notice of Appeals during the Quarter – None
- d. Pending Appeals – None
- e. CAC Appeals Panel Decisions
 - i. Communication Workers of America / American Communication Contractors Association (CWA/ACCA) JAC – CAC Appeal No. 2024-04. The 3-Commissioner-panel included Hugo de la Torre, Richard Harris and Sheri Learmonth and the panel recommended upholding the previous DAS Chief's decision to deny the program expansion.
 - a. There was a motion and a second to adopt the recommendation of the 3 person panel. All approved except for 3 Commissioners who abstained: Frank Quintero, Shelly Doran, and Chief Adele Burnes. The motion carried.
 - ii. Southern California Pipe Trades District Council 16, Appeal of Approval of Amended Apprenticeship Standards for the Southern California Sheet Metal JA & TC and the Sheet Metal JA & TC of San Diego. CAC Appeal 2024-02. A 3-Commissioner-panel included Jack Buckhorn, Larry Hopkins and Gary Adams granted the appeal, recommending that the DAS 2019 and 2020 Standards for the Southern California Sheet Metal JA & TC and the Sheet Metal JA & TC of San Diego to be made void, effectively rolling back the standards to the previously approved standards without prejudice to future applications and found the required public posting had not occurred for amendments adding/revising occupations/work processes.
 - a. There was a motion and a second to adopt the recommendation of the 3 person panel. All approved except for 2 Commissioners who abstained: Alex Beltran and Chief Adele Burnes. The motion carried.
 - iii. Southern California Sheet Metal JA & TC and the Sheet Metal JA & TC of San Diego Appeal of Approval of Amended Apprenticeship Standards for Southern California Pipe Trades District Council 16 - CAC Appeal 2024-05. A 3-Commissioner-panel included Jack Buckhorn, Larry

Hopkins and Gary Adams granted the appeal, decided the 2023 DAS Standards for the Southern California Pipe Trades District Council 16 to be made void, effectively rolling back the standards to the previously approved standards without prejudice to future applications and found the required public posting had not occurred for amendments to work processes.

- a. There was a motion and a second to adopt the recommendation of the 3 person panel. All approved except for 2 Commissioners who abstained: Randall Chenworth and Chief Adele Burnes. The motion carried.

f. Chief's Report – DAS Chief Adele Burnes

i. Hiring/Leadership:

- a. Vacancy rate reduced to ~7% (from ~50% four years ago).
- b. New roles: David Botello (Retired Annuitant) as CAC & Operations Senior Advisor; promotion of Hershel Baser Jr. to Senior Apprenticeship Consultant (Sacramento team) (effective October 31).
- c. Deputy Chief (Apprenticeship Expansion) posted; Assistant Chief (Operations) posting imminent; referrals invited.

ii. IT/Transparency:

- a. Apprentice/Graduate Lookup Tool launched (SB 1162 mandate) — online verification for skilled & trained compliance; records back to ~2000.
- b. Standards dashboards/transparency project underway to show status of registrations & revisions; improving DAS website program info accuracy; planned improvement of the program lookup tool.
- c. Program Registration & Revisions: Effort to clear backlog (balancing EEO updates with new program registrations); team restructuring under consideration to increase capacity.

iii. Funding Updates:

- a. ERiCA (Equal Representation in Construction Apprenticeship) Grants:
 - a. Round 2 awards: \$26.2 million awarded to 25 entities (recruitment, worksite culture, child care; multiyear fund usage). No new round planned in FY 25–26.
 - b. Round 1 performance period ended June 30; extensions granted to Fresno Area WIC (Valley Build), North Bay TIP, San Diego Workforce Partnership, and Working Partnership USA; impact report presented at EEO Subcommittee & publicly posted.
- b. COYA (California Opportunity Youth Apprenticeship) Grants:
 - a. Round 2 totaled \$15.4 million (including a CAC approved fire trades award); another round likely in Q1 2026.
- c. CAC Training Fund Grants: Authority increased to \$20 million (from \$3 million); online application platform live. As of meeting:

158 applications created, 80 completed; initial submission deadline November 14 (DAS will process into Q1 2026 and unlock applications as needed for corrections). Contact: trainingfundgrants@dir.ca.gov; CORD platform support button for tech issues.

- g. Old Business – None
- h. New Business – 2026 CAC Leadership Elections
 - i. Chair (2026): Commissioner Quintero volunteered
 - ii. Vice Chair (2026): Commissioner De la Peña volunteered
 - iii. There was a motion and a second to elect Frank Quintero as Chair and Yvonne De la Peña as Vice Chair for 2026. All approved. The motion carried.

III. Educational Agencies Report

- a. California Community Colleges – Commissioner Gary W. Adams, California Community Colleges Chancellor's Office & Dr. Sabrina Lopez (Program Lead)
 - i. Employer Engagement Network buildout (statewide + 8 regions); focus on Credit for Prior Learning; association with Launch TA network; intention to double CAI budget in 2026; near-term RFA for existing \$30 million.
 - ii. RSI Allocations FY 25–26: Schedule 2 and 3 allocation figures, RSI hourly rate \$10.32; shortfall funding and memos posted on CCCCO RSI webpage. Recalc submissions improved; projection data forwarded to budget office. FY 24–25 outputs: ~3.40 million Schedule 2 hours and ~6.72 million Schedule 3 hours; apprentices served ~40,114 (Schedule 2) and ~101,017 (Schedule 3). A ~\$6.7 million Schedule 3 shortfall identified; request submitted for +\$15 million to address 24–25 & 25–26 shortfalls and +\$9 million base increase.
 - iii. CAI RFA changes: Elimination of planning grants; emphasis on implementation/expansion; TA available; process via NOVA/SimplyGov; bidders' conference planned.
- b. California Department of Education – Commissioner Jack Buckhorn
 - i. RSI Audit Alignment: Collaboration with CCCCO (Allison Frenzel & Dr. Lopez) to standardize audit language; document approved in RSI committee to advance to multi-agency audit committee.
 - ii. CTE Model Curriculum Standards: Launching a focus group process; volunteers sought from apprenticeship sectors for advisory review (virtual meetings).

IV. CAC Standing Committees Report

- a. CAC/CCA Liaison Committee – Report from November 5, 2025 – Chairperson Benjamin Rivera
 - i. Treasurer's report; CCA 2026 planning (networking events including Valley of the Moon golf, speaker sessions, Hall of Fame nominations deadline December 31; PR Committee selection in January 2026). Sponsor/registration timing emphasized to meet hotel/payment deadlines.
- b. Related Supplemental Instruction Committee – Report from November 5, 2025 – Chairperson Jack Buckhorn

- i. Best Practices document fully reviewed (page-by-page) and moved to CAC for final consideration; RSI audit alignment document approved to advance to audit committee.
- c. Equal Opportunity in Apprenticeship Committee – Report November 5, 2025 – presented by Commissioner Jack Buckhorn
 - i. Round 1 ERiCA Impact Report highlights (placements; % women served); plan for UC Berkeley Labor Center independent evaluation; public comment recommended clearer metrics & goals and executive summaries in grant postings)
- d. Standards, Rules, Regulations & Operating Procedures Committee – Report November 5, 2025 – Acting Chairperson Larry Hopkins
 - i. Clarifications to Title 8 CCR §212.2 regarding posting requirements; G2 amended to add “non-substantive” before “adjustment(s)” for occupational title/O*NET/SIC; motion carried to advance language to CAC next meeting.
- e. Public Relations & Publicity Committee – Cancelled for no in-person quorum
- f. Forums Committee – Cancelled
- g. Legislation Committee – Cancelled

V. Report of Administrative and Cooperating Agencies

- a. Division of Labor Standards Enforcement (DLSE) Public Works
 - i. Activity and collections (FY 2024–25; and YTD Jan–Sept 2025); update on public works systems stabilization and continued improvements.
- b. Division of Labor Standards Enforcement (DLSE) Electrical Certification Unit Melinda Davis, DLSE Assistant Chief of Licensing & Registration
 - i. ~45,000 certifications including ET cards; complaint pipeline to CSLB; working to activate online forms and manage high application volumes; seeking prioritization within DIR IT queue
- c. U.S. Department of Labor Employment and Training Administration Office of Apprenticeship (USDOL/ETA/OA) – Aaron Wall, Deputy Regional Director for Region 6 for the Office of Apprenticeship, Acting California State Director – None, federal shutdown noted
- d. Tradeswomen Inc. – Juanita Douglas, Executive Director
 - i. Alongside Denise Cooper, she emphasized efforts in recruitment through site-based training (Marin); high school construction camps (Coed; PPE, certifications, tools); and ERiCA grants across all 3 categories; including child-care stipends.
- e. Women in Non-Traditional Employment (W.I.N.T.E.R) – None
- f. California Association for the Advancement of Apprenticeship Training (CAAAT)
 - i. Kris Jorgensen, the President of CAAAT, highlighted: ABC laptop distribution; military engagement; student trades days; AFSA national competition results; and WECA graduations.
- g. California Apprenticeship Coordinators Association (CACA)
 - i. A representative discussed topics including AI in curriculum/communication, outreach toolkits, workplace violence

prevention plans, IT policy compliance, and regional workload snapshots. Officer elections are in January.

- h. K-12 Local Education Agency Representative
 - i. Dr. Amos Nugent: Thanks for formal report slot; appreciation for collaboration on Best Practices and Audit Guide; organizing LEAs and participating in CCA sessions; recognition of Allison Frenzel's work on career clusters.
 - i. Community College Apprenticeship Provider Representative
 - i. A representative shared current work with CCCCO to structure committee representation across 116 colleges; congrats to RSI committee on completing Best Practices review.

VI. Public Comment

- a. Meg Vasey (Tradeswomen Task Force National) urged for long-term goals, agreed metrics for ERiCA (beyond "% served"), and publishing 1-2 page executive summaries for awarded grants; asked that 2026 hotel links be easily accessible; and CCA speaker participation process clarity requested (noted to follow up).
- b. Elizabeth Ortega (Santiago Canyon College) described apprenticeship counselor role, orientations, project management certification development, RSI hour increases, and questions about AI's integration in trades.
- c. Alexandra Torres (Workforce Equity Lab) discussed their organization's work on readiness training, retention services, and women's committees & mentor programs.
- d. David Vincent & Cody McDougall (Sheet Metal Workers Local 104) raised concerns about ACTA operating outside its four-county geography; asked CAC/DAS to investigate compliance and consider enforcement steps; offered to provide signed statements.
- e. DAS Outreach — Jeanne-Mairie Duval announced the DAS newsletter; subscription link on the DIR Apprenticeship page; and a link to the CCA website. She urged submission of stories to dasoutreach@dir.ca.gov

VII. Executive Session

- a. The Council may recess to closed executive session pursuant to Government Code section 11126 (e) to discuss litigation to which the Council is a party:
- b. Pending litigation: JOHN B. MCVEIGH v. CALIFORNIA APPRENTICESHIP COUNCIL, DEPARTMENT OF INDUSTRIAL RELATIONS, and SAN FRANCISCO JOINT APPRENTICE & TRAINING COMMITTEE, San Francisco Superior Court, Case No. CPF-25-519030.
- c. Outcome: No votes or actions taken.

VI. Adjournment

- a. The meeting adjourned at approximately 11:31am.