

## **NDSEB EDUCATION ADVISORY COMMITTEE MEETING MINUTES**

Wednesday September 11, 2024

The North Dakota State Electrical Board Education Advisory Committee was called to order at 8:30 AM by Executive Director James Schmidt. The meeting was held in the conference room at the North Dakota State Electrical Board.

Committee members present: James Schmidt – NDSEB Executive Director; Scott Halle – Training & Compliance Administrator; Tim Pull – Master Electrician Representative; Adam Kidwell – Related Apprentice Educator; Steve Mundahl – Journeyman Electrician Representative; Rob Zachariason – On Campus Representative; Brian Poykko – Professional Engineer; Jeff Kirstein – Related Apprentice Educator. Also in attendance was Bryan Mitchell – IEC Dakotas Training Director; Nichole Wischnak – Off Campus Representative.

The meeting agenda was reviewed and Samson Fritz telephone conversation regarding NDSCS related training program was added to the agenda.

The meeting minutes from May 1, 2024, were reviewed, Jeff Kirstein made a motion to approve, seconded by Adam Kidwell, motion carried.

James received and email from Vance Vesey resigning from the committee on August 20<sup>th</sup>, so the PLE representative position is vacant on the committee.

At 8:40 AM Ivan Maas – On Campus Representative and Zach Sheely – NDSCS instructor joined the meeting.

At 8:45 AM Samson Fritz was contacted by telephone and put on speaker to address the committee, he requested to speak freely and read a prepared statement regarding his experience in the electrical industry in western North Dakota and difficulty obtaining education toward completing his apprenticeship. After questions from the committee members and discussion, Nichole Wischnak and Samson Fritz agreed to a follow up telephone conversation to discuss further. Samson Fritz ended call and left the meeting at 9:10 AM.

At 9:10 the Teams connection dropped out and had to be restarted.

Jacob Backman education credits for coursework in Lineworker Program at Bismarck State College was discussed, Nichole Wischnak will follow up with him to resolve his issues.

Committee reviewed the application from NDSCS-Workforce Affairs for their revised Electrical Apprenticeship Program after they have made substantial changes to the program as a result of the program audit conducted June 19<sup>th</sup> at the campus. Nichole outlined the changes made such as instructors available to assist students, program broken out into yearly segments, and online proctoring of examinations. Some adjustments to materials were suggested by committee and

Nichole, Ivan, and Zach explained about use of Blackboard for proctoring online exams and monitoring student progress through the coursework. New controls are included to keep students from working straight through the material and completing it in a short timeframe, keeping program in line with the 144 hours per year training policy.

At 10:10 the committee took a break until 10:35

Continuing to discuss the NDSCS-Workforce Affairs program, committee reviewed the related training policy and verified that the Electrical Apprenticeship Program does follow the requirements as applicable to this program. Committee recommended that NDSCS include the testing time in the program hours to ensure adequate time in course hours to no discrepancy and that there will need to be a process to work with students currently enrolled in program as they complete their training. Nichole will submit updated documents with changes to correct code reference and updating hours to include testing as recommended by the committee in time to be reviewed before the next board meeting.

Jeff Kirstein motioned to recommend approving the NDSCS Workforce Affairs Electrical Apprenticeship Program to the Board when the updated information is received, Tim Pull seconded the motion, all were in favor, motion carried.

James explained the PEAP approval process through the adoption of the State Standards on July 1st and policy approval at the Board meeting on July 17<sup>th</sup>, discussion was held by group about the merits of this type of program to help encourage workforce development by providing another path for licensure. Members of the committee all felt this was a positive direction for the industry and will probably result in more providers interested in starting a program.

Committee then discussed Professional Electricians Program application from IEC Dakotas, Bryan Mitchell described details and layout of their program to the committee. Questions about the delivery method were answered as the policy manual included is for all of the IEC's programs, it was clarified that the PEP program will only be delivered by live online classes with an instructor interacting with students. Committee pointed out application does not include the classroom hours on the form and some disparity in the number of hours in the program that will need to be clarified for final approval. After more discussion a list of items needed will be sent to Bryan and Jeff before committee can move forward with recommending approval of the program, Jeff indicated they can accomplish this in time for committee to review and vote by email in time to include in the next NDSEB Board Meeting.

Related training audits were discussed by the committee, Nichole inquired about audit frequency and format as their program is different from the others, the June audit of their program was discussed and used as an example of how they could be conducted. A possible audit was discussed in Fargo to include the JATC facilities and Magnum Electric as a good place to start, and what number of people for audit was discussed.

James asked committee about frequency of meetings, agreement of group that 2 times a year makes sense, with the option to have more if something needs to be addressed.

Rob Zachariason made a motion to adjourn the meeting, Nichole Wischnak seconded the motion, all in favor, meeting adjourned at 12:30 PM