



**CALIFORNIA APPRENTICESHIP COUNCIL 2026 FIRST  
QUARTERLY MEETING  
MINUTES**

**Thursday, January 29, 2026**

**9:00 a.m.**

**Chairperson Frank Quintero**

**I. Convene Quarterly CAC Meeting**

- a. Meeting opened by Chairperson Frank Quintero.
  - i. Chairperson Quintero 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: Louis Ontiveros, Alex Beltran, Hugo de la Torre, Larry Hopkins, Mark Burri, Yvonne de la Peña, Randall Chenworth, Earl Restine (remote), Frank Quintero, Chuck Poss, Richard Harris, Sheri Learmonth (remote), Jason Rafter, Jack Buckhorn (remote), Gary Adams, Todd Braverman, and DAS Chief Adele Burnes. There was an in-person quorum.
  - iii. Members Absent: Shelly Doran.
- c. Approval of the minutes of the previous meeting
  - i. There was a motion and a second for approval of the minutes for the 4th Quarterly Meeting in Sacramento, California. All approved. The motion carried.
- d. Executive Session – None
- e. Announcements
  - i. 2026 3rd Quarterly CAC Meeting: Confirmed August 12-13 at Best Western Plus Island Palms Hotel, San Diego, CA 92106.
- f. 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). This is still being petitioned in Court.
- b. There are no further legal matters currently and no questions from the Commissioners.
- c. Notice of Appeals during the Quarter – None

- d. Pending Appeals – None
- e. CAC Appeals Panel Decisions – None
- f. Chief’s Report- DAS Chief Adele Burnes
  - i. Hiring/Leadership:
    - i. Four new hires joined DAS in the fourth quarter.
    - ii. Three staff members received promotions. Hershel’s promotion to lead the Sacramento office is now official.
    - iii. Retirements: Victor Rodriguez will retire at the end of the month of January 2026 after extensive service leading the San Diego office. Kelly Mackey, who led partnerships with the Apprenticeship and Workforce Innovation team, retired on December 30th.
  - ii. IT/Transparency:
    - i. A new program lookup tool went live the previous day. A redesigned lookup tool launched with keyword search and now includes pre-apprenticeship and OJT programs, making it easier for the public to find opportunities.
    - ii. Updates applied only to the general lookup tool; the Public Works lookup tool remains unchanged and fully functional.
    - iii. DAS will highlight the new tool in the next newsletter and asks programs to review their annual self-assessments to ensure all information is current.
    - iv. A full website redesign is underway, and a new Women in Construction webpage has launched with resources for prospective and current tradeswomen.
    - v. DAS is exploring a public-facing standards dashboard and will seek stakeholder input on its design.
    - vi. Backlog reduction remains a priority, with steady progress made; DAS anticipates expanding program quality teams to meet growing demand.
  - iii. California Youth Apprenticeship Committee Report:
    - i. The California Youth Apprenticeship Committee’s final report was released in November, and CDE’s Allison Frenzel will present its recommendations later in the agenda. Programs are encouraged to deepen engagement with the education system to raise awareness of apprenticeship pathways, a topic recently emphasized by the Public Relations Committee in its discussion on increasing high school outreach.
  - iv. Funding Updates:
    - i. ERiCA (Equal Representation in Construction Apprenticeship) Grants:
      - a. The second round of ERICA grantees has begun their two-year grant period, and DAS received the first quarterly reports in Q4. Early reporting and system-access issues have largely been resolved, and participant reporting has improved significantly.
      - b. All grantees received an initial 25% advance after their first month’s report, and remaining payments—processed through the new CORD system—have now been

issued or are scheduled. The advance was intended to provide operational stability while the new system was implemented.

- ii. COYA (California Opportunity Youth Apprenticeship) Grants:
  - a. Two rounds of COYA grants are currently active, and DAS has remaining funds available for continuation support. These funds will be used for a third round of continuation grants, available only to Round 1 and Round 2 grantees who have met specific milestones.
  - b. Eligible grantees must have either: Served 40% of their contracted participants by the September 30, 2025, reporting period, or for planning grantees: fully registered their program or submitted final draft standards to the Program Planning & Review Team by December 5, 2025.
  - c. This continuation round is invite-only, and all eligible grantees were notified in December. Proposals are due February 2, and DAS encourages all eligible programs to meet this deadline.
- iii. CAC Training Fund Grants: Presentation by Ben Palazzolo (DAS Team)
  - a. 160 applications were submitted for reimbursement funding.
  - b. The funding team completed its initial review of all submissions.
  - c. 117 applications were complete; 43 require corrections before processing.
  - d. DAS is actively assisting applicants with platform navigation, documentation issues, and corrections.
  - e. Payments will be processed in batches during Q1, with faster funding for programs that submit corrections promptly; a full award list will be published once all amounts are finalized.
  - f. Applicants needing help may email [trainingfundgrants@dir.ca.gov](mailto:trainingfundgrants@dir.ca.gov), and Ben Palazzolo is available onsite for direct support.
  - g. Lessons learned this year will guide clearer guidance and a faster, streamlined process in future cycles.
  - h. The budget includes \$18.1 million for CAC Training Funds, with expectations of maintaining \$20 million next year; DAS will continue updating the Council as the budget progresses.
  - i. Commissioner Adams requested an update on backlog-reduction efforts.
  - j. Chief Burnes reported that DAS has cut new program registration wait times from six months to three, with a goal of reaching one month by Q3 2026, and is expanding staff to continue reducing the backlog and meet statewide demand.
- g. RSI Common Administrative Practices and Treatment Costs-Chairperson Buckhorn
  - i. Reported that the RSI Subcommittee has spent the past two years updating the RSI Common Administrative Practices and Treatment of Costs document, which had not been revised in

- nearly a decade. He stated that the updated document reflects current best practices and moved for its adoption.
- ii. A second was offered, and the Chair opened the floor for questions or comments.
  - iii. Chairperson Buckhorn noted that, after the subcommittee approved the document, LEAs requested an extension to the RSI hourly reporting deadlines. The version posted online lists the P1 report due January 15; however, the Chancellor's Office has extended all reporting deadlines by two weeks.
  - iv. Dr. Sabrina Lopez, Apprenticeship Program Lead for the California Community Colleges Chancellor's Office, confirmed the updated deadlines and stated that the revised guidance document will be provided. She explained that the changes align RSI reporting with the Chancellor's internal apportionment schedule.
  - v. Dr. Lopez proposed extending the reporting deadlines to January 31 and May 31, and renaming the reporting periods from "P1" and "P2" to "January Report" and "May Report," noting that these changes will not impact funding distribution.
  - vi. Chairperson Buckhorn amended his original motion to include the updated reporting deadlines and terminology. A second was offered.
  - vii. There was a motion and a second for approval of the RSI Common Administrative Practices and Treatment of Costs document including the small revisions discussed. All approved. The motion carried.
- h. Proposed Revisions to CA Code of Regulations 212.2
- i. Chief Adele Burnes reminded that the item had been discussed in the Rules and Regulations Committee during the Q4 meeting and he chaired the meeting.
  - ii. A finalized document outlining the proposed revisions was shared with commissioners, with all changes clearly marked. The updates clarify that certain program standard changes, such as adding new occupations or revising work processes, or expanding a program's geographic area into a new geographic area must follow the same 30-day public posting requirement as a new program but that simpler revisions such as committee member changes, wage updates and other simple changes would not require the 30-day public posting.
  - iii. Tony Hernandez of NorCal Carpenters expressed support for advancing non-traditional apprenticeships but raised concerns about delays in traditional apprenticeship approvals due to the existing backlog. He cautioned that requiring geographic changes to follow a 30-day posting process could further extend timelines and create compliance challenges when program standards contain outdated geographic information.
  - iv. Commissioner Ontiveros echoed concerns about backlog-related delays, citing significant delays in their own standards, and questioned whether the proposed revision could further slow

processing times while also expressing concern about perceived differences in timelines between traditional and non-traditional programs.

- v. Chief Burnes addressed the question and reassured that these proposed revision to 212.2 would clarify what needed to be posted and if anything would help to speed up addressing that backlog.
- vi. There was a motion and a second for approval of the Proposed Revisions to CA Code of Regulations 212.2 All approved. The motion carried.
- i. Old Business – None
- j. New Business
  - i. Hall of Fame Nominations are Earl Restine Jr., Richard Deisher, and Glen Forman.
  - i. There was a motion and a second for approval of all 3 nominees. All approved. The motion carried.

### III. FORUM SPEAKER

- a. Presentation on the CA Youth Apprenticeship Committee Final report – CA Department of Education, Allison Frenzel.
  - i. Allison Frenzel, Education Programs Consultant with the California Department of Education, presented the CA Youth Apprenticeship Committee’s final report, emphasizing stronger alignment between K–12, postsecondary education, and registered apprenticeship systems.
  - ii. A potential new program type called a Career Apprenticeship Bridge (CAB) Program was presented that could be an in-school youth apprenticeship model that could enable students to begin OJT and RSI in an initial phased of the apprenticeship during high school. Then after completing a CAB program, a young person could then continue post-high school into a full apprenticeship and be given advance standing based on what was completed through the CAB program.
  - iii. Additional recommendations included aligning K–14 CTE systems, updating curriculum standards, reducing employer barriers, improving public awareness, and building a unified data system.
  - iv. Legislative efforts such as SB 845 (definitions for apprenticeship and work-based learning) and AB 805 (codifying the CAB model) were discussed, along with the statewide update of CTE standards expected by November 2027.
  - v. Commissioner Adams summarized key outcomes: the Career Apprenticeship Bridge model, integration of Work Experience and Workability programs, and alignment with national career clusters to support seamless high-school-to-college pathways.
  - vi. Commissioners raised concerns about liability, insurance, job-site access, age requirements, timelines, and funding impacts for employers.
  - vii. Frenzel clarified that all recommendations are non-binding, participation is optional, and changes would only occur through future legislation; current funding is limited primarily to COYA initiatives.
  - viii. Commissioner Learmonth noted that COYA continuation funding supports voluntary CAB pilots, likely beginning in lower-risk occupations, and emphasized the importance of safety, supervision,

- and industry involvement as youth apprenticeship expands.
- ix. A public commenter, Meg Vasey, supported the overall work while raising concerns about safety across industries, appropriate supervision ratios, the need for clear safeguards, and ensuring a balance between expanding youth participation and maintaining proper protections and oversight.

#### IV. EDUCATIONAL AGENCIES REPORT

- a. California Community Colleges – Gary Adams, California Community Colleges Chancellor’s Office
  - i. Commissioner Gary Adams acknowledged California Community College Foundation technical assistance providers supporting pre-apprenticeship and apprenticeship program development, encouraging stakeholders to utilize available support. He also referenced statewide and regional employer engagement networks (LAUNCH) as additional resources aligned with intermediary structures discussed in youth apprenticeship work. He then invited Dr. Sabrina Lopez to provide further updates.
  - ii. Dr. Lopez provided a fiscal and program update from the Chancellor’s Office, highlighting a memorandum on FY 2024–25 RSI recalculations, which included reported RSI hours, allocations, and unfunded balances. She outlined a shortfall in Schedule 3 RSI funding:
    - a. Total appropriation: \$60.85M.
    - b. Reported need exceeded allocations, resulting in an estimated ~\$7.8M shortfall after adjustments.
    - c. Previous one-time shortfall funding was accounted for in the recalculation.
  - iii. Dr. Lopez also summarized preliminary FY 2026–27 budget proposals, including:
    - a. A proposed one-time RSI shortfall funding allocation (~\$13.4M).
    - b. RSI COLA increase (2.41%)
    - c. Schedule 2 and Schedule 3 allocations.
    - d. \$30M for California Apprenticeship Initiative grant funding.
  - iv. Administrative updates included:
    - a. Extension of P1 and P2 reporting deadlines.
    - b. No changes to recalculation methodology or reporting requirements.
    - c. Ongoing updates to the NOVA platform to improve clarity (e.g., separating RSI and grant reporting icons).
  - v. Dr. Lopez emphasized continued availability of technical assistance, including bi-monthly office hours and updated RSI guidance documentation to support new and existing reporters.
- b. California Department of Education – Jack Buckhorn
  - i. Chair Jack Buckhorn called on Allison Frenzel to provide an update on behalf of the California Department of Education.
  - ii. Allison Frenzel reported a significant accomplishment in collaboration with the Chancellor’s Office: the alignment of audit guides for both K–12 and community college systems, ensuring consistent language and requirements

across RSI audit processes. She noted this effort addresses longstanding discrepancies between systems and represents a major step toward audit alignment. She indicated that aligned audit guide language will be finalized soon, with formal adoption and implementation forthcoming.

- iii. Dr. Sabrina Lopez added that the Education Audit Appeals Panel (EAAP) will review and adopt the updated audit guides at an upcoming meeting, likely in the spring, with the revised 2026–27 audit guide to be posted following approval.
- iv. An additional update was provided on the California Apprenticeship Initiative (CAI)-Commissioner Adams:
  - a. Up to \$30 million in funding is available, with approximately \$22 million currently allocated.
  - b. Over 200 applications have been received (approximately 245 noted).
  - c. The application deadline is January 31.
  - d. Partners were thanked for assisting as application reviewers.
- v. In response to a question by Chairperson Quintero, Commissioner Adams clarified that “non-traditional” apprenticeship refers to industries outside of the building trades and firefighting, such as nursing and teacher apprenticeship programs.

## V. CAC STANDING COMMITTEES REPORT

- a. CAC/CCA Liaison Committee – Report from January 28, 2026 – CCA Chairperson Sheri Learmonth-Ben Rivera provided the update.
  - i. The CCA Liaison Committee provided an update on the CCA Subcommittee’s meeting, including approval of prior minutes, a financial report showing increased balances supported by sponsorships, and planning progress for the upcoming apprenticeship conference. Discussions also covered sponsorship opportunities, breakout session development, and reminders to register and book accommodations, with no public comment received.
- b. Public Relations & Publicity Committee – Report from January 28, 2026- Chairperson Mark Burri
  - i. The committee reviewed and unanimously approved three CAC Hall of Fame applications. Updates were provided on newsletters, the website, and outreach efforts, including a report from the DAS outreach team noting increased social media activity and apprentice profiles, with encouragement for continued content contributions. The committee also discussed expanding outreach efforts to junior high and K–8 audiences.
- c. Related Supplemental Instruction Committee – Report from January 28, 2026 – Chairperson Jack Buckhorn
  - i. The RSI Subcommittee met with quorum established and approved the prior meeting minutes. Under old business, the committee discussed progress on aligning K–12 and community college audit guidance, noting it as a successful update, and reviewed the Common Administrative Practices document, including amendments related to RSI reporting periods to be presented at the full CAC meeting. The committee also briefly discussed the role of artificial intelligence in apprenticeship programs. The meeting

- concluded after completing all agenda items.
- d. Legislation Committee – Report from January 28, 2026 – Chairperson Yvonne De La Peña
    - i. The Legislative Committee meeting was called to order with quorum established, and the minutes from the August 2025 meeting were approved. The committee reviewed a budget report and discussed the Governor’s proposed budget, expressing support and interest in tracking its progress. Members also conducted a review of relevant legislation, with the bill list made available for public reference online.
  - e. Equal Opportunity in Apprenticeship Committee – Report January 28, 2026 – Chairperson Sheri Learmonth
    - i. The Equal Opportunity and Apprenticeship Committee met with quorum established and approved the prior meeting minutes. Chief Burns presented an update on apprenticeship completions, which prompted discussion among committee members. Jean-Marie Duval also provided an update on the newly launched WIC website. The committee concluded its business and adjourned after completing its agenda.
  - f. Forums Committee for January 28, 2026 – Chairperson Alex Beltran
    - i. The Forums Committee met and focused primarily on planning future forum topics and speakers. Commissioner Adams agreed to present on credit for prior learning in the third quarter, and Workforce Pell was suggested as a potential topic for the fourth quarter. Members also noted potential speakers from the CCA event, as well as additional suggestions including Workforce Investment Boards and financial literacy. A public comment requested consideration of a speaker on public works bidding and apprenticeship workforce requirements, which will be reviewed for feasibility with legal guidance. The meeting concluded with adjournment after discussion of upcoming forum content.
  - g. Standards, Rules, Regulations & Operating Procedures Committee – Report from January 28, 2026 – Chairperson Richard Harris
    - i. The Standards Rules and Regulations Committee meeting was called to order with quorum established, and the previous meeting minutes were approved. There was no old or new business, and no public comments were received.

## VI. REPORT OF ADMINSTRATIVE AND COOPERATING AGENCIES

- a. Division of Labor Standards Enforcement (DLSE) Public Works-
  - i. The Division of Labor Standards Enforcement (Public Works Unit) provided an update on 2025 enforcement activities related to public works and apprenticeship compliance. The report covered investigations resulting in over 1,008 civil wage and penalty assessments and demand letters issued. Total penalties assessed for apprenticeship-related violations exceeded \$3.8 million, with approximately \$2 million collected. Training fund assessments totaled about \$372,000, with roughly \$141,500 collected. The presentation concluded with no additional discussion.
- b. Division of Labor Standards Enforcement (DLSE) Electrical Certification Unit – Melinda Davis, DLSE Assistant Chief of Licensing & Registration
  - i. Not Present.
- 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

- i. The U.S. Department of Labor provided updates on national apprenticeship initiatives, including the upcoming National Apprenticeship Week (April 26–May 2) and a call for increased statewide participation and events. Updates were shared on upcoming conferences and summits related to apprenticeships, as well as several funding opportunities, including YouthBuild grants, pay-for-performance incentive programs, and initiatives supporting apprenticeship expansion and advanced manufacturing. Additional resources and information were referenced through [apprenticeship.gov](http://apprenticeship.gov), with an emphasis on encouraging participation in federal apprenticeship programs and funding opportunities.
- d. Tradeswomen Inc.
  - i. Tradeswomen Incorporated presented an overview of a 12-week hands-on apprenticeship training program launched in Marin City to support residents of Golden Gate Village, a historic World War II-era housing community undergoing revitalization. The program focused on providing residents with training and exposure to construction trades to prepare them for participation in the renovation of their own community.
  - ii. The presenter explained that the initiative was developed in partnership with a housing developer and aims to create pathways into union trades. The program includes classroom instruction, hands-on experience, industry engagement from multiple trade unions, OSHA training, financial literacy, and mental health support services. A cohort of 21 students is set to graduate, with efforts underway to connect participants to employment opportunities through partnerships with contractors and unions.
  - iii. The presenter emphasized that the program is intended as a pilot model with the goal of expanding similar workforce development efforts to other subsidized housing communities statewide, and potentially nationwide, pending additional funding.
- e. Women in Non-Traditional Employment Roles (W.I.N.T.E.R)
  - i. Winter provided an update on its ERiCA-funded initiative in partnership with Women in Nontraditional Employment Roles and the LA/OC Building & Construction Trades Council. The program is working with multiple union training programs and contractors, with broad support from joint apprenticeship committees, to strengthen pathways from MC3 pre-apprenticeship programs into registered apprenticeship opportunities.
  - ii. The effort focuses on expanding and improving MC3 programs across Los Angeles and Orange County through a peer-led, train-the-trainer model, enhanced curriculum informed by industry partners, and holistic supports including mental health services and childcare assistance. A multimedia recruitment campaign is also being launched to share participant stories and better reach underserved populations.
  - iii. Overall, the initiative aims to create a scalable and equitable model to increase apprenticeship participation and retention, aligned with California's broader workforce goals.
- f. California Association for the Advancement of Apprenticeship Training (CAAAT)
  - i. California Association for the Advancement of Construction Trades

(CAAAT) shared updates on multiple workforce and apprenticeship initiatives across its member organizations. Highlights included the Associated Builders and Contractors' Loco Craft Competition in Northern California, which combined hands-on activities, family engagement, and virtual reality demonstrations to promote training and outreach. ABC San Diego partnered with military transition programs to connect active-duty personnel with apprenticeship opportunities, while ABC Southern California hosted an open house to introduce prospective students and stakeholders to training programs.

- ii. Additional updates included advanced technical training for apprentices in the plumbing and HVAC sector, a masonry training program developed in partnership with Riverside County Probation to support youth participants, and the expansion of an electrical training facility to better serve the Inland Empire. The report emphasized ongoing efforts to expand outreach, training access, and industry engagement across multiple regions and trades.
- g. California Apprenticeship Coordinators Association (CACA)
  - i. The California Apprenticeship Coordinators Association reported that no meeting was held, and therefore no updates or actions were presented. On February 27, 2026, a meeting will be held virtually.
- h. K-12 Local Education Agency Representative
  - i. K-12 LEA representatives provided updates on statewide efforts to expand career pathways and strengthen connections to apprenticeship programs. Activities included career expos, apprenticeship information nights, and partnerships with unions and workforce organizations to support student awareness and entry into the trades. Several districts reported initiatives such as women-in-construction events, speaker series, and apprenticeship panels to engage students and build pipelines from K-12 into career pathways.
  - ii. LEAs also highlighted ongoing collaboration with industry partners, efforts to improve access to test preparation and support services, and the importance of maintaining alignment with RSI funding and reporting requirements. Looking ahead, districts plan to continue outreach through CTE Month activities and community events.
  - iii. Additionally, the group referenced recent legislation (AB 800), which requires high schools to provide workplace readiness education, including information on labor rights, apprenticeship opportunities, and related career pathways, reinforcing the role of K-12 systems in preparing students for the workforce.
- i. Community College Apprenticeship Provider Representative-Lucia Teixeira
  - i. The Community College Apprenticeship representative provided an overview of statewide efforts across California Community Colleges to expand apprenticeship and pre-apprenticeship pathways. A key focus was the use of Credit for Prior Learning (CPL) to recognize prior experience, reduce time to completion, lower costs, and validate skills for working adults.
  - ii. Examples highlighted included partnerships with union apprenticeship programs to align coursework and enable apprentices to earn college credit, as well as successful transitions of programs from K-12 to community college systems. The presentation also referenced large-scale apprenticeship participation across multiple trades, demonstrating the system's capacity to

- serve thousands of apprentices statewide.
- iii. Additionally, the representative emphasized the growth of pre-apprenticeship programs as a pipeline strategy, including new program development in fields such as community health workers and dispensing opticians. Overall, the report underscored ongoing collaboration with industry partners and a continued commitment to expanding access, improving pathways, and supporting apprenticeship success across California.

## VII. PUBLIC COMMENT

- a. Public comments included updates from the Employment Training Panel, which announced survey outreach to apprenticeship stakeholders and upcoming in-person sessions in Long Beach (Feb. 19) and Sacramento (Mar. 12) to review survey results and gather input on funding distribution.
- b. Meg Vasey raised concerns about discrepancies in reported apprenticeship completion rates, urging a review and correction of published data to ensure accuracy in publicly released reports and alignment with dashboard figures. Chief Adele Burnes clarified the way the data was pulled and how the information is interpreted. She also explained how the Tableau dashboard is constantly changing because of information constantly being added.
- c. Additional public comments highlighted a collaborative workforce development initiative, and an upcoming grant application aimed at scaling training programs, emphasizing inclusion of public housing residents in apprenticeship opportunities and workforce participation. Another speaker thanked the council for data transparency and offered support to strengthen mentorship and support services for women apprentices, noting the importance of structured mentorship in improving retention and completion rates.

## VIII. ADJOURNMENT

- a. The meeting adjourned at approximately 11:37am.