

Interagency Advisory Committee on Apprenticeship (IACA)

Healthcare Sub-Committee Charter

Name of Committee	IACA Healthcare Sub-Committee (HSC)
Date of last revision	August 22, 2023
Purpose (Summary)	The work of the HSC serves to guide the Division of Apprenticeship Standards (DAS) to achieve its goal and ensure it effectively deploys its resources. The HSC focus is to identify apprenticeship opportunities for all Californians, including women, veterans, disabled, minorities and underrepresented populations.
Focus	The HSC focuses on: 1. Assist DAS leadership in determining high-demand healthcare (HC) occupations with skilled-work gaps, which could be offered in a pre-apprenticeship or apprenticeship model considering return on investment (ROI). 2. Assess barriers to apprenticeship models in healthcare both for employers and educational programs. 3. Identify career pathway opportunities in HC occupations from entry level to professional level positions focusing on occupations encouraging transition from lower paying jobs to those with a family sustaining wage. 4. Assist in developing Occupational Frameworks. 5. Advise DAS on effective engagement with employers, labor, and the community through assisting with the development of marketing materials and tools for the apprenticeship programs within healthcare.

Specific decisions delegated to the Committee by the IACA	The HSC will provide a report that outlines the committee's occupational framework, identifying occupations which would be most appropriate for the apprenticeship or preapprenticeship model.
Meeting schedule (regular date, time, place)	<u>Monthly Standing Meetings:</u> IACA HSC will hold four (4) to eight (8) meetings per year. The location and/or conference call phone number will be disclosed to the public and the agenda posted for public view. <u>Quarterly IACA & Standing meeting:</u> Quarterly IACA meetings are scheduled by DAS and require the HSC attendance for report out. The HSC will hold their monthly meeting on site at the quarterly IACA meeting. These meetings can range from 30 minutes to two hours depending on the workgroup needs. <u>Quorum:</u> A quorum for conducting business shall be 50% plus (one) 1 of voting members. All meetings must abide by the Bagley-Keene Open Meetings Act unless a Governor's Executive Order is in effect to state otherwise.
Composition (number and type)	Voting members must consistently participate in at least 75% of the previous year of meetings. Each voting member of the subcommittee may designate one alternate member of the subcommittee, who may replace the absent voting member at any meeting. According to DAS's recommendations, the committee can have up to 15 committee members. The standing committee will be comprised of State Agency, Education, Labor, Health Regulatory Boards, Healthcare Employers, and Workforce Development and Commissioners. The chair of the committee is appointed by the Secretary of Labor. A Co-chair may be selected by the Chair.
Other important details	HSC will coordinate with other IACA Sub-Committees, which may have overlapping responsibilities, and collaborate with traditional apprenticeship programs, if applicable, on making healthcare apprenticeships inclusive.