

NEW Manufacturing Alliance
NEW Manufacturing Alliance Talent Task Force Meeting Minutes
May 13, 2021 | 8:30 a.m. - 10 a.m. | Webex

Attendees: Pam Blazej, Ann Franz, Kathy Koehler, Joe Nicosia, Mona Gauthier, Andy Preissner, Craig Coleman, Derek Jablonicky, Brad Zima, Lisa Francour, Erynn Hector, Mindie Boynton, Robyn Hallet, Scott Beyer, Scott Valitchka, Trinity Korth, Joy Ruzek, Trisha Tetzlaff

WRTP | Big Step – WI Regional Training Partnership

Mona Gauthier and Joe Nicosia presented their program to help companies start a registered apprenticeship. WRTP has resources available for manufacturers to take advantage of their services to expand and train their workforce. The Industrial Manufacturing Technician Apprenticeship is 3000 hours = 18 months, on the job learning up to 2736 hours and related instruction up to 264 hours. The employers participating identify skill requirements, hire new workers or select current workers to train, and provide trainers to deliver on the job learning. For the apprentice, courses and safety modules need to be completed and tested out of before completing the final exam.

WRTP can help the employer get the program up and running, work with tech colleges to get classes aligned, follow up on apprentice progress & provide support, including tutoring if needed, help customize apprenticeship for company, help the company qualify to become a sponsor or utilize WIAC as apprenticeship sponsor. Please see the attached presentation for more information.

Internship Draft Day

The group discussed having the event in-person, virtual, or hybrid version. Most would like hybrid but there would be confusion between platforms and in person. The task force will need to take a poll on the type of event to be hosted and then more planning can happen. Ann will send out the poll.

Talent recruitment events

Derek Jablonicky shared that the job centers opening up in June 1st – job seekers can call in & schedule hours 10 a.m. - 2 p.m. – employers have ability to staff booth. Governor Evers has reinstated the work search requirements for receiving unemployment. Businesses should start seeing more applicants reaching out.

The Timber Rattlers held its first game and Amcor that sponsored that night said it was a big success with 200 people taking their information as they staffed a booth. First response has been very good. Members should be sure to send in open positions to Ann to put on our website as traffic is expecting to increase.

Pam has been researching other options for marketing manufacturing careers. The options were discussed with the group. Ann and Pam will come up with the top 5 options for local target markets and share with the task force at the next meeting.

Digital skills training

Taskforce members will be sent information about the digital skills training kick off the week of May 17th.

The pilot will be offered to employees at Talent Task Force and NEWMA Board member companies. Overview:

1. Employer registers employee(s) for any of the 3 training modules.
2. Employer assigns a time for the employee to view the training during working hours, using a company computer.
3. A welcome video is shown to the employee (90 seconds long).
4. After the employee completes the training, they take a short survey that asks them what they learned and how they will use it in the workplace and this will also give them the opportunity to be mailed a certificate of completion.
5. Employee meets with their HR rep/supervisor to discuss what was learned and how they will use it at work.

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| MICROSOFT - LINKEDIN LEARNING FOR NEWMA MEMBERS | |
|--|---|
| Module: Working with Computers & Devices | Module: Working & Collaborating Online |
| Module Length: 1 Hour & 14 Minutes | Module Length: 1 Hour & 22 Minutes |
| <p>Covers the basics of working with devices like computers, tablets, and smartphones.</p> <p>Computer & Device Basics</p> <ul style="list-style-type: none"> - What is a computer and types of computers - Connect to Bluetooth <p>Working with Desktop Operating Systems</p> <ul style="list-style-type: none"> - Access system with right-click - Keeping your operating system up-to-date. <p>Working with Applications</p> <ul style="list-style-type: none"> - Open and save files <p>Keeping your computer secure and updated</p> <ul style="list-style-type: none"> - Strategies for creating secure passwords <p>Getting Online</p> <ul style="list-style-type: none"> - Connect to wired and WI-FI networks <p>Create content in Microsoft Office</p> <ul style="list-style-type: none"> - Use Microsoft Search to find anything in office. <p>Getting started with Word</p> <ul style="list-style-type: none"> - Create and save documents in Word - Check spelling <p>Get started with Excel</p> <ul style="list-style-type: none"> - Create and save documents in Excel - Create a simple data table. | <p>Access Information online</p> <ul style="list-style-type: none"> - Methods of connecting to the internet - What is the World Wide Web - Safely shop online <p>Participate Safely & Responsibly Online</p> <ul style="list-style-type: none"> - Protect yourself from phishing and online scams - Manage your digital footprint <p>Collaborating with Outlook</p> <ul style="list-style-type: none"> - Emails and calendars - Add a contact - Create appointments and meetings <p>Collaborate Online in Word</p> <p>Sharing Content with OneDrive</p> <ul style="list-style-type: none"> - Creating a OneDrive account - Share documents <p>Using Chat, Video Calls and Group Video Meetings</p> <ul style="list-style-type: none"> - Set up audio and video |

The third option:

| Module Name: Digital Citizenship |
|--|
| Module Length: 91 Minutes |
| <p>Digital Footprint</p> <p>Digital Etiquette</p> <p>Digital Access</p> <p>Online Rights & Responsibilities</p> <p>Digital Safety & Security</p> <ul style="list-style-type: none"> • Online Privacy • Create a Username & Password • Protect Your Technology - Viruses, Malware, Hackers <p>Digital Commerce</p> <ul style="list-style-type: none"> • Use Trusted Sites |

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Upcoming Alliance events and programming

May 18 from 8:30 a.m. – 10 a.m.: Mentorship workshop for YA students and newly graduated high school seniors

June 30th from 2 p.m. – 4 p.m.: 15 year anniversary celebration will take place at Lambeau Field. There will be time for networking and Packer, John Kuhn, is the special guest speaker.

Next meeting date/time/agenda: July 8 at 8:30 a.m. at NWTC's Corporate Conference Center and Webex option to attend.

Agenda:

- ✓ Internship Draft Day
- ✓ Talent Recruitment
- ✓ Upcoming Alliance Events
- ✓ Next Meeting Date/Time/Agenda