

**NOTICE OF MEETING**

**(open to public)**

**SPECIAL MEETING**

**DEPARTMENT OF LABOR & TRAINING**

**RHODE ISLAND STATE APPRENTICESHIP COUNCIL**

**POLICY COMMITTEE**

**DATE: August 15, 2016**

**TIME: 9:30 a.m.**

**PLACE: RI DEPARTMENT OF LABOR & TRAINING 1511 PONTIAC AVENUE, BUILDING 70**

**1st FLOOR CONFERENCE ROOM CRANSTON, RI 02920-0943**

**AGENDA: See Attached**

**DIRECTOR: Scott R. Jensen**

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**The Department of Labor & Training hearing room is accessible to individuals with disabilities.**

**If you would like to attend and require any special accommodations, please contact the Department of Labor & Training, Division of Professional Regulation at least 48 hours in advance of the meeting at [richard.palmiere@dlt.ri.gov](mailto:richard.palmiere@dlt.ri.gov), or call at (401) 462-8536.**

**STATE APPRENTICESHIP COUNCIL**

**Policy Committee**

**AGENDA**

**1. Approval of Minutes of Policy Committee Meeting held on July 19, 2016.**

**2. Apprenticeship Forms Discussion:**

- i. Instruction for new apprentices/Related Instruction Provider List**
- ii. Work Processes/Appendix A /Proof of School/Monthly Record Book**
- iii. How forms are to be used with Sponsors**
- iv. Other website updates needed**
- 3. Review of State Apprenticeship Council Powers & Duties (§ 28-45-3(a)(1)-(6))**
- 4. Policy Committee Priorities for Discussion:**
  - i. Council Membership and Structure**
  - ii. Report information and format from Supervisor to SAC**
  - iii. Legal Review of statutes (cont.)**
  - iv. State Apprenticeship Council Annual Report (§ 28-45-6)**
  - v. Other**
- 5. New Business**
- 6. Adjourn**