

U.S. Department of Labor
Task Force on Apprenticeship Expansion
Advisory Committee Charter

1. Committee's Official Designation:

Task Force on Apprenticeship Expansion (hereinafter "the Task Force" or "the panel.")

2. Authority:

The Task Force is authorized pursuant to section 8 of Executive Order 13801, entitled "Expanding Apprenticeships in America" (hereinafter "the Executive Order"), issued on June 15, 2017 (82 Fed. Reg. 28229), which directs the Secretary of Labor to establish and chair such a Task Force in the U.S. Department of Labor. The Task Force is being established and will operate in accordance with the provisions of the Federal Advisory Committee Act (FACA), as amended, 5 U.S.C. App. 2, and its implementing regulations (41 CFR 101-6 and 102-3).

3. Objectives and Scope of Activities:

As stated in section 8(b) of the Executive Order (and as elaborated in the "Description of Duties" section of the Charter below), the Task Force is being established by the Secretary of Labor for the purpose of identifying strategies and proposals to promote apprenticeships, especially in sectors where apprenticeship programs are insufficient. Upon completion of its duties, the Task Force will transmit to the President a report recommending strategies and proposals to foster the expansion of apprenticeships in the United States.

4. Description of Duties:

Section 2 of the Executive Order sets forth the following general policy directive with respect to the promotion of apprenticeships:

It shall be the policy of the Federal Government to provide more affordable pathways to secure, high-paying jobs by promoting apprenticeships and effective workforce development programs, while easing the regulatory burden on such programs and reducing or eliminating taxpayer support for ineffective workforce development programs.

Under section 8(b) of the Executive Order, the Task Force is charged with the mission of identifying strategies and proposals to promote apprenticeships, especially in sectors where apprenticeship programs are insufficient. Upon completion of this assignment, the

Task Force shall submit to the President a report which details these strategies and proposals. Pursuant to the Executive Order, the report must specifically address the following four topics:

- Federal initiatives to promote apprenticeships;
- Administrative and legislative reforms that would facilitate the formation and success of apprenticeship programs;
- The most effective strategies for creating industry-recognized apprenticeships; and
- The most effective strategies for amplifying and encouraging private-sector initiatives to promote apprenticeships.

The Task Force is solely advisory in nature, and will consider testimony, reports, comments, research, evidence, and existing practices, as appropriate, to develop recommendations for inclusion in its final report to the President.

As soon as practicable, the Task Force shall prepare an interim report for the Chair, which details the progress made towards the development of apprenticeship-related proposals and strategies, and which identifies areas requiring additional research and discussion by the panel. It is expected that this interim report will be transmitted to the Chair within six months after the date of the filing of this Charter.

5. Agency or Official to Whom the Task Force Reports:

The Task Force, through its Chair, will transmit its final report to the President of the United States.

6. Support:

Pursuant to section 8(c) of the Executive Order, the U.S. Department of Labor shall provide administrative support and funding for the Task Force, to the extent permitted by law and subject to the availability of appropriations. Within the Department of Labor, the Employment and Training Administration is the agency that has been designated to provide the Task Force with such administrative services, funds, staff, equipment, and other support services as may be necessary to carry out its mission to the extent permitted by law and within existing appropriations.

7. Estimated Annual Operating Costs and Staff Years:

As noted below in the "Membership and Designation" section of the Charter, the Secretaries of Commerce and Education shall serve as Vice Chairs of the Task Force. However, in keeping with the requirements set forth in section 8(c) of the Executive Order, and in order to ensure that the operations of the Task Force are conducted in an administratively efficient manner, the U.S. Department of Labor's Employment and

Training Administration will assume full responsibility for all staffing needs and operational costs associated with the functioning of the Task Force. Accordingly, the U.S. Departments of Commerce and Education will not be contributing any staff or operational funding towards the administration of the Task Force.

FTE: 1.5 staff years

Payments to Federal Staff	\$200,000
Travel for Non-Federal Members	\$248,000
Payment to Meeting Logistics Contractor/Consultant/Experts	\$120,000
Travel for Meeting Logistics Contractor/Consultant/Experts	\$ 50,000
Other	\$ 60,000
TOTAL	\$678,000

8. **Designated Federal Officer (DFO):**

The Assistant Secretary for the Department of Labor's Employment and Training Administration (or his/her designee) will serve as the DFO for the Task Force. In the absence of the Assistant Secretary, the Secretary of Labor may appoint an interim DFO.

The DFO, as required by FACA, will approve and call all Task Force committee and subcommittee meetings, prepare and approve all meeting agendas, attend all Task Force committee and subcommittee meetings (or designate someone to attend in his or her stead), chair meetings when directed to do so by the Chair of the Task Force, adjourn any meeting when the DFO determines adjournment to be in the public interest, assemble and maintain the reports, records, and other papers of the Task Force, and carry out the provisions of the Freedom of Information Act (FOIA) (5 U.S.C. 552) with respect to the Task Force reports, records, and other papers. In the DFO's discretion, the DFO may request the assistance of other Federal employees as support staff to assist the DFO in fulfilling these responsibilities.

9. **Estimated Number and Frequency of Meetings:**

The Chair of the Task Force (or his or her designee) shall determine when the panel will meet. It is anticipated that the Task Force will conduct approximately two to four meetings (virtually or in person) per year, as time and resources permit.

10. **Duration:**

The Task Force will not be continuing in nature. While the Executive Order does not set forth a definite time frame by which the panel must complete its final report, the duration of its existence is expected to be less than two years. The Charter of the Task Force is subject to renewal every two years pursuant to the requirements of the FACA.

11. Termination:

Pursuant to section 8(h) of the Executive Order, the Task Force shall terminate 30 days after it submits its final report to the President.

12. Membership and Designation:

Representation – Pursuant to section 8(d) of the Executive Order, the Secretary of Labor shall serve as the Chair of the Task Force. The Secretaries of Education and Commerce shall serve as Vice-Chairs of the Task Force. The Secretary of Labor shall appoint the representative members of the Task Force, which shall consist of no more than 20 individuals who work for or represent the perspectives of trade and industry groups, companies, non-profit organizations, unions, joint labor-management organizations, educational institutions, state or local governments, and such other persons as the Secretary of Labor may from time to time designate. The Task Force's members shall include distinguished citizens from outside the Federal Government with relevant experience or subject-matter expertise concerning the development of a skilled workforce through quality apprenticeship programs. Pursuant to section 8(g) of the Executive Order, a member of the Task Force may designate a senior member of his or her organization to attend any Task Force meeting.

Membership on the Task Force will be balanced. Members will come from a cross-section of those directly affected, interested, and qualified as appropriate to the nature and functions of the Task Force. The composition of the Task Force will depend upon several factors, including: the Task Force's mission; the geographic, ethnic, social, or economic impact of the Task Force's mandate; the types of specific perspectives required; the need to obtain divergent points of view on the issues before the Task Force; and the relevance of State, local, or tribal governments to the development of the Task Force's recommendations.

Terms of members – The Executive Order does not set forth a definite time frame by which the Task Force must complete its development of apprenticeship-related strategies and proposals and submit its final report to the President of the United States. Accordingly, each member of the Task Force shall serve at the pleasure of the Secretary of Labor for a term that will cease 30 days after the delivery of the Task Force's final report to the President, at which time the Task Force will be officially disbanded in accordance with section 8(h) of the Executive Order. The Secretary of Labor may also appoint members to fill any vacancies that may emerge while the Task Force is in existence.

Compensation of Task Force Members – Pursuant to section 8(f) of the Executive Order, members of the Task Force shall serve without additional compensation for their work on the Task Force, but shall be allowed travel expenses, including per diem in lieu of subsistence, to the extent permitted by law for persons serving intermittently in the Government service (5 U.S.C. 5701 –

5707), consistent with the availability of funds.

Consultation with Experts - To assist the Task Force in fulfilling its responsibilities and meeting its objectives, the panel will consult with experts from business, industry, labor organizations, community organizations, State and Federal agencies, and others as appropriate.

13. Subcommittees:

The Chair shall have the authority to create Task Force subcommittees as needed. All subcommittees must always report back to the full Task Force, and must not provide advice or work products directly to any Federal agency or official on behalf of the Task Force.

14. Recordkeeping:

The records of the Task Force shall be handled in accordance with General Records Schedule 6.2, Federal Advisory Committee Records, and the approved agency records disposition schedule. These records shall be available for public inspection and copying subject to the FOIA.

15. Filing Date:

This Charter is filed on the date indicated below:



R. ALEXANDER ACOSTA
Secretary of Labor

AUG 7 - 2017

Date