

STATE OF CALIFORNIA
EMPLOYMENT TRAINING PANEL MEETING
California Environmental Protection Agency
1001 "I" Street
Coastal Hearing Room, 2nd Floor
Sacramento, CA 95814
June 22, 2007

PANEL MEMBERS

Barry Broad
Acting Chair

Barton Florence
Member

Bob Giroux
Member

Scott Gordon
Member

Edward Rendon
Member

Janice Roberts
Acting Vice-Chair

Johnathan St. John
Member

Executive Staff

Michael Saragosa
Executive Director

Maureen Reilly
General Counsel

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I. PUBLIC PANEL MEETING CALL TO ORDER

Janice Roberts, Acting Panel Chair, called the public Panel meeting to order at 9:35 a.m. and due to lack of a quorum, the meeting convened as a committee of the whole and only heard non-action items.

II. ROLL CALL

Members Present

Barton Florence
Scott Gordon
Edward Rendon (arrived at 9:45 a.m.)
Janice Roberts

Members Absent

Barry Broad
Bob Giroux
Johnathan St. John

Executive Staff Present

Michael Saragosa, Executive Director
Spencer Kenner, Staff Counsel

III. REPORT OF THE EXECUTIVE DIRECTOR

Legislative/Budget Report

Michael Saragosa, Executive Director, said the 2007/2008 budget remains unchanged at \$56.3 million dollars, which represents a \$3 million dollar increase from 2006-07 budget. ETP has completed the budget process and is now awaiting the passage of the budget bill but Mr. Saragosa does not anticipate any changes to the proposed budget. The total 2007-08 budget is expected to be \$70.3 million which represents a \$56.3 million budget appropriation and \$14 million in disencumbered funds. He noted that on

the fund status report under ETP Administration the \$500,000 dollars for EDD support should be stricken from the 2007/2008 budget because that amount is under the total \$9 million allocated for ETP Administration. He also noted that the Marketing and Research budget is increased from \$425,000 dollars to \$525,000 dollars.

Mr. Saragosa said that there is \$43 million dollars in program funds available for the 2007/2008 fiscal year which translates to \$123 million in contract value that ETP will be able to fund based on the encumbrance level. This amount will translate into roughly 367 contracts for the new fiscal year.

Mr. Saragosa also said that the entire 2006/2007 budget has been allocated and that the funds approved today could not be appropriated until the 2007/2008 budget has been passed.

Proposed Legislation

SB446 – Micro Enterprise Development – Senators Yee and Runner: Mr. Saragosa reiterated from the previous Panel meeting that the Bill would allocate \$5 million dollars from an unspecified fund, to be administered as a grant program by Business Transportation and Housing (BT&H) for Micro Enterprise Development. He said the Bill was reduced to \$500,000 and also added in the general fund as a source of revenue. He said that it was previously thought that the ETF could likely be a source for those dollars but that Bill has been amended. ETP will continue to track this Bill although Mr. Saragosa believes since the Bill is inactive at the moment it may not go anywhere.

Mr. Saragosa also provided an update on AB314 by Assemblywoman Soto. He said the bill is related to CALWorks and Welfare-to-Work activities. The bill's goal is to permit study time related to vocational training and education to count toward the core Welfare-to-Work activities for California in complying with federal requirements. ETP staff has been working with Department of Social Services (DSS) to see what ETP can provide in regards to Welfare-to-Work funding that will also count towards the Federal match in the hopes that what ETP appropriates will help DSS and ultimately return funds to ETP.

Mr. Rendon arrived at 9:45 a.m. The arrival of Mr. Rendon established a quorum.

IV. APPROVAL OF AGENDA (out-of-order)

ACTION: Mr. Rendon moved and Mr. Florence seconded the Panel approve the Agenda.

Motion carried, 4 – 0.

V. APPROVAL OF MINUTES (out-of-order)

ACTION: Mr. Florence moved and Mr. Rendon seconded approval of the Panel Minutes of May 24, 2007.

Motion carried, 4 – 0.

Request Motion to Delegate in Event of Loss of Quorum (out-of-order)

Mr. Saragosa asked for a motion to delegate to the Executive Director the authority to approve items in the packet in consultation with the Panel Chair or Vice Chair, if a quorum does not exist.

ACTION: Mr. Rendon moved and Mr. Florence seconded the Panel delegate to the Executive Director the authority to approve items for which a quorum does not exist in consultation with the Panel Chair or Vice Chair.

Motion carried, 4 – 0.

Request Motion to Adopt Consent Calendar Projects/Action (out-of-order)

Mr. Saragosa asked for a motion to adopt Consent Calendar items #1 through #19.

ABSO	\$49,500
Advantage Route Systems, Inc.	\$46,800
Allied Modular Building Systems, Inc.	\$183,300
Alyn Industries, Inc., dba Electronic Source Company	\$49,868
Amulet Technologies, LLC	\$7,644
Balzan Laboratories, Inc.	\$5,280
Bunge North America, Inc.	\$103,680
California Controlled Atmosphere	\$49,500
California Hispanic Chambers of Commerce	\$49,350
Champion Electric, Inc.	\$75,600
DCX-CHOL Enterprise, Inc.	\$96,390
Dongalen Enterprises, Inc., dba Interstate Plastics	\$70,200
E3 Financial, Inc.	\$22,440
El Clasificado	\$36,938
Nordex Advanced Technology, Inc.	\$17,160
Performance Composites, Inc.	\$49,764
Rocklin Chamber of Commerce	\$46,341
Tenacore Holdings, Inc.	\$136,500
Unilever Supply Chain, Inc.	\$102,816

ACTION: Mr. Rendon moved and Mr. Florence seconded approval of Consent Calendar Items #1 through #19.

Motion carried, 4 – 0.

VI. REPORT OF THE GENERAL COUNSEL

Spencer Kenner, Staff Counsel, had nothing to report.

VII. “Panel before the Panel”

Charles Lundberg, ETP Economic Development Director, spoke of the concentrated effort to reach areas that are economically distressed and have higher than average unemployment rates. He said that as ETP moves into the new fiscal year and targets marketing efforts in areas that are strategically important for the Panel it became clear that one area was particularly important; the San Joaquin Valley Region.

Mr. Lundberg introduced Edward Kawahara, Ph.D, Principal Consultant, California Economic Strategy Panel; Ashley Swearingin, Director Office of Community and Economic Development, California State University Fresno; Tony Oliveira, Kings County Supervisor and Governor’s appointee on CalPERS Board of Directors; Yolanda Benson, Deputy Secretary for Business, Transportation, and Housing Agency.

Dr. Kawahara’s presented information on the employment growth in the San Joaquin region for the period of 2001 through 2005. This showed a 2 percent annual employment growth rate, with the highest growth rate occurring in construction. The growth in employment in the San Joaquin region is a positive sign of development. He also said that the San Joaquin region is projecting the population to increase 19 percent by 2015 which is an increase of 72,600 people annually.

Dr. Kawahara spoke of the 2007 freeze in which 7 of 8 counties in the San Joaquin Valley reported crop losses. The total loss value for the region was \$722.9 million dollars and over half of the \$1.4 billion losses statewide.

Dr. Kawahara presented projected fast-growing occupations for the San Joaquin Valley region. He believes that these occupations in the areas of information, transportation and warehousing, professional and business services, and natural resources are where economic opportunities should be focused.

Mr. Oliveira spoke on the unemployment rates in the San Joaquin Valley with eight counties in San Joaquin valley, working together as a region. The Valley has higher than state average unemployment rates and also a high percentage of people living below the poverty line when compared to other California counties. In addition, the San Joaquin Valley on average has a lower per capita income than the state of California and the nation. Mr. Oliveira also said the San Joaquin Valley region has the lowest educational attainment when compared to the state of California and the nation.

Ms. Swearingin spoke of the Federal Interagency Task Force for the Economic Development of the San Joaquin Valley that has been authorized twice by executive orders; most recently by Governor Schwarzenegger. This task force is led by an

appointed 31 member board that is organized into workgroups focused on six major initiatives. Some of the most important work groups include entrepreneurship, economic development, workforce development and higher education, and the San Joaquin Valley as a tourist attraction.

Ms. Benson spoke on how the goal is to bring together economic development partnerships with regional, local, private and public sector entities that are interested in working with the government to improve the San Joaquin Valley. She also said that by bringing businesses into San Joaquin Valley they are able to showcase the good cost of living, the land available, and the great potential for the region with 8 counties working together. She spoke of "A teams" (Action Teams) that reviews industries that are important for the region and ways to bring them together.

Ms. Roberts asked if the Panel had any questions. She thanked Dr. Kawahara, Mr. Oliveira, Ms. Swearingin, and Ms. Benson for their presentations.

VIII. REVIEW AND ACTION ON AGREEMENTS AND AMENDMENTS

Critical Proposal

Kyoho Manufacturing California (KHMCA)

Ruby Cohen, Manager of the ETP Sacramento Office, presented a critical funding proposal for Kyoho Manufacturing California (KHMCA), in the amount of \$833,120. Ms. Cohen said that KHMCA is a division of Kyoho Machine Works, Limited, which is a subsidiary of Toyota Motor Corporation. Kyoho is headquartered in Toyota City, Japan and the Stockton facility is the first Kyoho plant outside of Japan. KHMCA manufactures the structural frame parts for the automobiles produced by New United Motor Manufacturing, Inc. (NUMMI) in Fremont.

Ms. Cohen explained that as NUMMI is the only remaining major auto parts assembly plant in California its success is predicated on its ability to obtain parts and related supplies just-in-time. KHMCA opened its plant in Stockton three months ago to meet these demands and hopes that the new location will allow it to reduce logistics costs and implement just-in-time.

Ms. Cohen introduced Norm Higa, Manager of Human Resources and General Affairs, Safety.

There were no questions from Panel members.

ACTION: Mr. Florence moved and Mr. Rendon seconded approval of the funding proposal for KHMCA in the amount of \$833,120.

Motion carried, 4 – 0.

Northern California Construction and Training, Inc. (out-of-order)

Ms. Cohen presented a funding proposal for Northern California Construction and Training, Inc. (NCCT) in the amount of \$246,720. She said that NCCT is a non-profit community-based organization that has been providing employment training in Sacramento, San Joaquin, and Yolo Counties for almost twelve years. NCCT is a building trade's pre-apprenticeship program that helps prepare individuals for entry into various apprenticeship programs.

Ms. Cohen introduced Bill Meehan, President, and representatives Scott Steelman, and Gino Derobertis from IBEW Local 340.

There were no questions from the Panel.

ACTION: Mr. Gordon moved and Mr. Rendon seconded approval of the funding proposal for NCCT in the amount of \$246,720.

Motion carried, 4 – 0.

Single Employer Contractor

McCain Foods USA, Inc.

Diana Torres, Manager of the ETP San Diego Office, presented a funding proposal for McCain Foods USA, Inc. (McCain), in the amount of \$270,810. She said that McCain, a food processor, proposes to train 177 workers in continuous improvement skills.

Ms. Torres introduced Scott Buchele, Plant Manager.

There were no questions from the Panel.

ACTION: Mr. Florence moved and Mr. Gordon seconded approval of the funding proposal for McCain in the amount of \$270,810.

Motion carried, 4 – 0.

Newland Communities, LLC

Ms. Torres presented a funding proposal for Newland Communities LLC (Newland), in the amount of \$217,872. She said Newland is a residential land developer that creates and develops large scale master plan communities across the United States.

Ms. Torres introduced Shirley Day, Employee Development Manager.

Mr. Gordon asked if Newland was a construction manager that was not performing construction in the field. Ms. Day said that the company is a land developer that develops land to sell to home builders.

ACTION: Mr. Rendon moved and Mr. Florence seconded approval of the funding proposal for Newland in the amount of \$217,872.

Motion carried, 4 – 0.

SAIC, Inc.

Ms. Torres presented a funding proposal for SAIC, Inc. (SAIC), in the amount of \$633,420. She said SAIC provides scientific, engineering, systems integration and technical services to all branches of the military, the Department of Defense, the Department of Homeland Security and other federal agencies, as well as to customers in selected commercial markets.

Ms. Torres introduced Cheryl Getty, Vice President, Director of Learning, and Carol Rathburn, Assistant Vice President, Director, Information Resources and Training.

Ms. Roberts questioned the SAIC's recent reorganization and percentage of employees that were to participate in training. She asked if employees had left the company or if they had been moved to different offices. Ms. Getty said the company went from a private to a public company in October 2006. She also said that there were unexpected requirements from State of California that required all of the managers to participate in sexual harassment prevention training as well as an upgrade to its internal business systems which distracted SAIC from the ongoing training that it had anticipated. Ms. Roberts asked if the CEO made a commitment to this training happening, and that she thought the CEO might be present. Ms. Getty said that CEO has a strong commitment with annual goals and that one of the goals was for SAIC managers and supervisors to get training to enhance their skills. Ms. Roberts also noted that the contract amount was previously reduced.

ACTION: Mr. Rendon moved and Mr. Florence seconded approval of the funding proposal for SAIC in the amount of \$633,420.

Motion carried, 4 – 0.

Intel Corporation

Ms. Cohen presented a funding proposal for Intel Corporation (Intel), in the amount of \$623,700. She said that Intel manufactures semi-conductor chips, along with boards, software building blocks, and other computer components designed for networking and communication products.

Ms. Cohen introduced Kris Lea, Training Implementation Manager, and James Perry, Learning Governance Manager.

Ms. Roberts asked about the administration program that is currently in place and what has changed since Intel's last ETP contract. Mr. Perry said that since Intel's last ETP contract they have implemented a new learning management system and new reporting capabilities where an Intel staff person will be assigned to monitor the administration of the project.

ACTION: Mr. Florence moved and Mr. Rendon seconded approval of the funding proposal for Intel Corporation in the amount of \$623,700.

Motion carried, 4 – 0.

Lares Research Inc.

Ms. Cohen presented a funding proposal for Lares Research Inc. (Lares), in the amount of \$212,576. She said that Lares designs, manufactures, and distributes dental equipment principally, dental drills; known within the industry as "hand pieces". Lares also manufactures air abrasion cavity preparation systems and soft tissue dental lasers.

Ms. Cohen introduced John Dahlgren, Director of Regulatory Affairs & Quality Systems.

There were no questions from the Panel.

ACTION: Mr. Gordon moved and Mr. Rendon seconded approval of the funding proposal for Lares in the amount of \$212,576.

Motion carried, 4 – 0.

Paramount Citrus Association

Ms. Cohen presented a funding proposal for Paramount Citrus Association (PCA), in the amount of \$220,644. She said PCA is an integrated citrus fruit grower/packer/shipper, directly owning and/or managing approximately 20,000 acres of active crop-producing land in California, primarily in the San Joaquin Valley and Ventura County.

Ms. Cohen introduced Pete McKenzie, Director of Continuous Improvement and Danny Garcia, Human Resource Manager of Operations. Steve Duscha was also present.

Mr. Florence asked about the 18 percent turnover rate that was quoted since the company lost many employees due to the January 2007 freeze when 70 to 80 percent of PCA's crops were lost. Mr. McKenzie state that the turnover rate quoted is a historical rate, and Mr. Duscha added that the turnover rate stated is a 2006 number. Ms. Roberts asked if trainees would be full time. Mr. McKenzie said yes.

ACTION: Mr. Gordon moved and Mr. Rendon seconded approval of the funding proposal for PCA in the amount of \$220,644.

Motion carried, 4 – 0.

USS-POSCO Industries

Ms. Cohen presented a funding proposal for USS-POSCO Industries (UPI), in the amount of \$311,220. She said that UPI manufactures cold rolled, galvanized, and tin mill products from hot rolled steel.

Ms. Cohen introduced Jason Cox, Manager of Organizational Development; Tony Tiscareno President, United Steelworkers Local 1440 and Gary Davis Local 2571, ICD Applicant.

Mr. Gordon asked about the training structure, specifically, if there is a director with instructors or if there are frontline managers that train the trainers. Mr. Cox said that depending on training offered different techniques are used. Mr. Cox gave examples how in some instances UPI will use experts in a particular field as a trainer, but UPI also uses training managers. Mr. Florence asked if they offer an apprenticeship program. Mr. Cox said no.

ACTION: Mr. Gordon moved and Mr. Florence seconded approval of the funding proposal for UPI in the amount of \$311,220.

Motion carried, 4 – 0.

Western Marine Insurance Services

Ms. Cohen presented a funding proposal for Western Marine Insurance Services (WMIS), in the amount of \$220,000. She said WMIS provides recreational boating insurance to full-service boat dealers and yacht brokers.

Ms. Cohen introduced Karen Lancaster, Chief Information Officer.

There were no questions from the Panel.

ACTION: Mr. Rendon moved and Mr. Florence seconded approval of the funding proposal for WMIS in the amount of \$220,000.

Motion carried, 4 – 0.

Ghirardelli Chocolate Company

Creighton Chan, Manager of the ETP Foster City Office, presented a funding proposal for Ghirardelli Chocolate Company (Ghirardelli), in the amount of \$254,520. He said that Ghirardelli manufactures a variety of chocolate products that are sold nationwide.

Mr. Chan introduced Ron House, Training Supervisor, and Dana Roush, Human Resources Associate.

Mr. Rendon noted that the wages are high but questioned why the company has an 18 percent turnover rate. Ms. Roush said that the turnover rate shown is for the company overall and that the majority of the turnover occurs in the retail stores where workers are seasonal. She explained that in the production area the turnover rate varies between 7 to 10 percent.

ACTION: Mr. Florence moved and Mr. Rendon seconded approval of the funding proposal for Ghirardelli in the amount of \$254,520.

Motion carried, 4 – 0.

New Tangram, LLC

Delores Kendrick, Manager of the ETP North Hollywood Office, presented a funding proposal for New Tangram, LLC (Tangram), in the amount of \$501,552. Tangram manufactures, assembles, and installs custom office furnishing.

Ms. Kendrick introduced Maricris LaFiguera, Human Resources Administration.

There were no questions from the Panel.

ACTION: Mr. Rendon moved and Mr. Florence seconded approval of the funding proposal for Tangram in the amount of \$501,552.

Motion carried, 4 – 0.

Special Employment Training (SET) Projects

THC-Orange County, Inc. dba Kindred Healthcare Westminster

Ms. Torres presented a funding proposal for THC-Orange County, Inc. dba Kindred Healthcare Westminster (Kindred Healthcare), in the amount of \$394,254. She said that Kindred Healthcare operates 81 long-term care acute hospitals in 24 states, 11 located in California.

Ms. Torres introduced Adam Darvish, Executive Director.

There were no questions from the Panel.

ACTION: Mr. Florence moved and Mr. Rendon seconded approval for Kindred Healthcare in the amount of \$394,254.

Motion carried, 4 – 0.

AHMC Healthcare – Whittier Hospital Medical Center

Ms. Kendrick presented a funding proposal for AHMC Healthcare – Whittier Hospital Medical Center (Whittier Hospital) in the amount of \$223,668. She said Whittier Hospital is a full service acute care 172 bed hospital. Whittier Hospital is also a training center for the American Heart Association.

Ms. Kendrick introduced Joe Avelino, Chief Operating Officer/Chief Nursing Officer, and Christine Sisil, Director of Education.

There were no questions from the Panel.

ACTION: Mr. Rendon moved and Mr. Florence seconded approval for Whittier Hospital in the amount of \$223,668.

Motion carried, 4 – 0.

Alhambra Hospital Medical Center

Ms. Kendrick presented a funding proposal for Alhambra Hospital Medical Center, L.P. dba Alhambra Hospital Medical Center (AHMC) in the amount of \$450,288. She said AHMC is a 144-bed general acute care hospital with a full-time emergency room which also contains an occupational health center that handles industrial injuries, as well as pre-employment physicals for companies in the area.

Ms. Kendrick introduced Eleanor Martinez, Vice President Nursing Services.

There were no questions from the Panel.

ACTION: Mr. Florence moved and Mr. Rendon seconded approval for AHMC in the amount of \$450,288.

Motion carried, 4 – 0.

Los Angeles Metropolitan Medical Center

Los Angeles Metropolitan Medical Center was withdrawn from this month's meeting.

XI. 2007-2008 Fiscal Year Strategic Plan (Presented out-of-order)

Michael Rice, Chief, Administrative Division, presented the proposed 2007-2008 Strategic Plan for Panel approval. He indicated the Plan would cover the period from July 1, 2007 through June 30, 2008. He provided an overview of the contents of the proposed Strategic Plan, which includes:

- 1) An assessment of progress in meeting the prior year's goals and objectives -- among other things, this assessment showed there was an increase of \$15.5 million in the Panel's Budget Act appropriation last FY which brought ETP closer to its historic appropriation level of \$76 million; priority industries received 80 percent of funds approved for training in the FY; and funding for economic development and small business remained a priority.
- 2) A snapshot of the California economy, which provides an overview of economic conditions and trends in the State; describes initiatives supporting Career Technical Education (CTE) and Clean Technology; and profiles key industries in the State that are funding priorities for the Panel.
- 3) The Employment Training Fund (ETF) appropriation for 2007-08 is proposed to be \$99.7 million dollars. Of that amount, \$56.3 million (56 percent) will be appropriated to the Panel program, while, \$43.4 million (44 percent) will be disbursed to other programs, including \$35 million to Department of Social Service (DSS). ETP's appropriation of \$56.3 million combined with \$14 million in estimated funds to be disencumbered and reinvested, will result in a total budget of \$70.3 million.
- 4) The Panel will maximize resources by continuing its current funding moratoriums, encumbering funds at minimal levels, limiting initial contract amounts, assigning funding priorities, and maximizing use of its administrative funds.
- 5) The Plan sets out ETP's funding priorities for 2007-08, which include targeting priority industries (e.g. manufacturing, goods movement and logistics, healthcare, construction, etc.); increased economic partnerships; support for CTE and Clean Technology; helping to address the nursing shortage; continued support for welfare to work; support for the Central Valley and Northern California; and a pilot program for ex-offenders re-entering the workforce.

Mr. Rice then listed the proposed goals and objectives for 2007-08. Goals include:

- 1) Restore ETP's full funding.
- 2) Increase the pool of qualified applicants for training funds through strategic marketing.
- 3) Support economic partnerships and clean technology.
- 4) Target priority industries for small businesses.
- 5) Serve as a catalyst for employers to invest in workforce training.
- 6) Support hard to serve populations.
- 7) Increase the efficiency and the effectiveness of the ETP program.

Ms. Roberts asked if a funding cap will be placed on the pilot program for ex-offenders. Mr. Saragosa said that he does not anticipate this program will exceed \$2 million. Ms. Roberts thanked Mr. Rice. He introduced Jill McAloon, Manager, Planning and Research, and recognized her work on the 2007-2008 Strategic Plan.

ACTION: Mr. Rendon moved and Mr. Gordon seconded approval of the 2007-2008 Strategic Plan.

Motion carried, 4 – 0.

Multiple Employer Contractor

Comprehensive Training Systems, Incorporated

Ms. Torres presented a funding proposal for Comprehensive Training Systems, Incorporated (CTS), in the amount of \$583,346. She said that CTS is a non-profit community based organization that conducts classes in Computer Repair and Office Administration for private-pay and Workforce Investment Act trainees.

Mr. Gordon left the meeting at 11:45 a.m.; quorum lost. All subsequently approved proposals were accomplished through Mr. Saragosa's previously delegated authority.

Ms. Torres introduced Linda Blair-Forth, President.

Ms. Roberts asked about the current agreement and if 80 percent of the trainees have completed the required retention period. Ms. Blair-Forth said that Ms. Roberts was correct and that they still had 12 trainees pending to complete their 90-day retention period. Ms. Roberts also asked about the 60 Welfare-to-Work trainees that were apart of the current contract and if this proposal was requesting to add an additional 26 Welfare-to-Work trainees to those. Ms. Blair-Forth said that is correct.

ACTION: Mr. Florence moved and Mr. Rendon seconded approval for CTS in the amount of \$583,346. Mr. Saragosa, Executive Director, approved the proposal.

Insurance Educational Association

Ms. Torres presented a funding proposal for Insurance Educational Association (IEA) in the amount of \$153,840. She said IEA is a non-profit corporation that provides class/lab training through scheduled workshops and Internet training in insurance, risk management, nurse case management, employee benefits, and health care topics.

Ms. Torres introduced Roy Little, President & CEO, and John Beach, Director of Sales.

Mr. Florence asked about the 20 percent turnover stated. Mr. Little said that the turnover rate represents a benchmark and IEA will not provide ETP training funds to companies with a higher turnover rate than that.

ACTION: Mr. Rendon moved and Mr. Florence seconded approval for IEA in the amount of \$153,840. Mr. Saragosa, Executive Director, approved the proposal.

Computer Tutor Business and Technical Institute

Ms. Cohen presented a funding proposal for Computer Tutor Business and Technical Institute (Computer Tutor), in the amount of \$364,950. She said that Computer Tutor is a training agency that trains individuals to become an administrating accounting technician, or a medical office administrative staff. Computer Tutor's goal is to provide unemployed individuals with occupational skills and knowledge to succeed as full-time employees in the office work place environment.

Ms. Cohen introduced George Rawe, Director.

There were no questions from the Panel.

ACTION: Mr. Rendon moved and Mr. Florence seconded approval for Computer Tutor in the amount of \$364,950. Mr. Saragosa had a question in regards to the need for a waiver for the 200 plus hours of training. Ms. Cohen said that the 200 hours were still in the costs for new hire trainees. Ada Carrillo, Deputy Director, also said that the waiver for over 200 training hours only applies to retrainees, not new hires. Mr. Saragosa, Executive Director, approved the proposal.

Professional College Institute dba PCI College

Ms. Kendrick presented a funding proposal for Professional College Institute dba PCI College (PCI), in the amount of \$134,568. She said PCI proposes to conduct new hire training programs for unemployed workers who will be trained and placed into various administrative jobs in the service industries such as healthcare.

Ms. Kendrick introduced Ray Kahn, Director. Mr. Duscha was also present.

There were no questions from the Panel.

ACTION: Mr. Florence moved and Mr. Rendon seconded approval for PCI in the amount of \$134,568. Mr. Saragosa, Executive Director, approved the proposal.

Video Symphony EnterTraining, Inc.

Ms Kendrick introduced a funding proposal for Video Symphony EnterTraining, Inc. (VS), in the amount of \$399,168. She said VS trains media professionals on the latest digital production tools used by employers in the entertainment industry.

Ms. Kendrick introduced Mike Flanagan, President.

Ms. Roberts asked about whether VS had an internal administration program that will monitor the contract to ensure its success. Mr. Flanagan said that in the last contract the company was moving and was tight on space and will now be better equipped to administrate the contract successfully. Mr. Rendon commented on the focus of motion picture and video production and past production business on the significant out-of-state competition it has and that he was glad to see VS address this issue.

ACTION: Mr. Rendon moved and Mr. Florence seconded approval for VS the amount of \$399,168. Mr. Saragosa, Executive Director, approved the proposal.

XII. PUBLIC COMMENT

There were no public comments.

XIII. ADJOURNMENT

ACTION: Ms. Roberts, Acting Chair, adjourned the meeting at 12:05 p.m.