



COVID Rapid Reemployment & Retraining Pilot (COVID Pilot)

BACKGROUND

On March 25, 2020, ETP released the ETP COVID-19 Response Plan, designed to address the immediate needs of stakeholders as they struggled to adapt to the unique circumstances caused by the COVID-19 outbreak and shelter-in-place orders. The Plan included eight (8) amendments that current contractors could request for their existing contracts, including things such as extending their contract terms, and allowing alternate recordkeeping methods for videoconference classes. The Plan also gave expedited processing for eligibility and development for companies in any of the Governor declared essential industries during the outbreak. The Plan was set to expire on 7/1/2020. At the May, 2020 Panel meeting, Panel voted to extend the COVID-19 Response Plan to the end of the calendar year (12/31/2020), and to expand the plan by adding additional services to stakeholders, such as loosening caps incidental placement and various training hours restrictions. Also part of the approved expansion of the COVID-19 Response Plan was the approval of a new COVID Rapid Reemployment and Retraining Pilot (COVID Pilot).

OVERVIEW

Purpose: To rapidly support employers and workers in the healthcare and food supply chain that have been at risk working through the stay-at-home orders and now need to train newly hired staff. To support industries that are critical to the health and welfare of Californians and the reopening of the economy during the Covid-19 pandemic.

Scope: Taking a holistic view of healthcare to include health systems, protective equipment for workers and the public, and food and nutrition. Support for new hire training in the healthcare and food supply chain.

GUIDELINES

Contractor Eligibility

For Single Employers (SEs) or MECs, with SEs and Participating Employers (PEs) holding one of the following EDD assigned NAICS codes:

- 62 Healthcare
- 44611 Pharmacies
- 3254 Medical and Pharmaceutical manufacturing
- 3345 Measuring Device manufacturing
- 3391 Medical Equipment manufacturing
- 541380 Testing Laboratories
- 11 Agriculture
- 311 Food Manufacturing
- 3121 Beverage Manufacturing
- 3256 Soap & Toilet Paper Manufacturing
- 445 Food & Beverage (ie Grocery) Stores

For new contracts approved starting with the July, 2020 Panel meeting through all Panel meetings held while the COVID Plan is active.

Contractors may hold a COVID Pilot contract and a standard contract simultaneously. Concurrent enrollment block will be removed for these instances. Both projects may be for their full respective caps.

COVID Pilot projects must be stand-alone projects; COVID Pilot job #s cannot be mixed with non-COVID Pilot job #s in a single contract.

Development

Contractors should indicate in the text box for Project Scope on the Preliminary Application that they are interested in their project being developed under the COVID Pilot.

Contractors will use normal ETP applications, but will indicate to analyst that they would like their project to be developed under the COVID Pilot. Developing analyst will discuss this pilot with eligible contractors.

Funding Information

COVID Pilot project cap is \$200,000.

In instances where the Contractor holds both a COVID Pilot contract and a standard contract, both contracts can be for the full project cap.

Trainee Eligibility

For SEs, trainees must qualify as Retrainee Job Creation (RJC) trainees:

- Hired any time from 90 days before contract term begins, through contract term.

For MECs, trainees must either be RJC trainees or New Hires.

- RJC and New Hire trainees must be separated by job number.
- MECs will use SET Certification Statements for their PEs.
- Normal New Hire certification procedures apply.

RJC trainees/Net New Jobs requirement: if needed, utilize the existing exemption provided under the existing Retrainee Job Creation Guidelines which allows for RJC trainees to backfill into vacant positions, as cited in bullet below. Be sure that the contract language reflects this exemption.

- The recall or rehire of laid-off workers (backfilling) is allowed, with justification to show that the company is renewing a workforce that was reduced due to economic conditions or other reasons leading to attrition.

Trainees must be enrolled into ETP's online system.

For Contractors who have both a COVID Pilot and a standard contract simultaneously, the concurrent enrollment block will be removed.

MEC Support Costs

There will be no support costs for MECs for COVID Pilot projects, given that they can hold a 'normal' ETP contract with support costs simultaneously with a COVID Pilot project.

Reimbursement Rate

Reimbursement = \$2,000 per trainee

Wage

Minimum \$17.50/hour, with the possibility of using \$2.50 in health benefits to meet the minimum wage.

- Collective Bargaining Agreement wages will also be accepted.

Retention

3 months (90 days) at a minimum of 20 hours per week.

Curriculum

Curriculum will be 'standardized' for all COVID Pilot projects.

- Delivery Method listed in curriculum will be Class/Lab
 - However, contractors may use any Delivery Method when actually delivering training.
- Training Type will be "COVID Training Bundle"
 - Contractors are encouraged to include COVID related safety training in this bundle, but any and all course content will be accepted.
- Trainer:trainee ratios do not apply
- Hours of training: 4 per trainee
 - Four (4) hours of training must be tracked into ETP's online system per trainee.

Record Keeping

Rosters are required, however, contractor can utilize an alternate record keeping method, such as are being approved under the COVID-19 Response Plan.

For example: trainer takes roll and includes roll call and other record keeping items (course title, etc) in an email to the contractor.

Alternate record keeping should be noted in the contract language.

Monitoring

Monitoring for COVID Pilot projects will include:

- A start-up visit per normal procedures
- A final visit per normal procedures
- Technical assistance for contractors
- Verifying enrollment and hours tracked match information contained in the rosters/alternate record keeping documents.
- Verifying that PEs have a Pilot eligible NAICS code once certification statements have been entered into ETP's online system.

Miscellaneous: If not otherwise specified in these guidelines, regular ETP program standards apply.

For further information regarding this Pilot program, please contact [ETP's Economic Development Unit](#), or call 916-327-5258.