

PANEL PACKET

October 2020



Employment Training Panel



Employment Training Panel

PANEL NOTICE/AGENDA

Friday, October 23, 2020

9:30 a.m.

VIRTUAL MEETING

Attention: In response to the Governor's Executive Order [N-29-20](#) authorizing public bodies to take necessary action to protect the public from the spread of Coronavirus (COVID-19), the Employment Training Panel Meeting will not have a physical presence to follow state guidelines on social distancing until further notice.

The Panel Meeting will be live streamed and open to the public on Zoom:

Join Zoom Meeting:

<https://zoom.us/j/91259773384>

Webinar ID: 912 5977 3384

One tap mobile: 1 669 900 6833, 91259773384#

Note: Representatives for the Proposals in this Panel Meeting are required to login to the webinar to answer Panel comment and questions.

*All times indicated below and the order of business are approximate and subject to change

Webinar Login	9:00am	Amanda Flores
For assistance, login and raise your hand or contact mario.maslac@etp.ca.gov or Amanda.flores@etp.ca.gov		

Webinar Instruction Intro	9:30am	Amanda Flores
Virtual: Audio-Amanda/Voice-Panel Only		

Call to Order by Acting Chairperson		Janice Roberts
Virtual: Audio-Janice/Voice-Panel Only		
<ul style="list-style-type: none"> • Roll Call 		
Hand-Raise Pause for Public Comment-Amanda		
<ul style="list-style-type: none"> • Action to Approve October Panel Meeting Agenda • Action to Approve September Panel Meeting Minutes 		

Executive Report		Reg Javier
Virtual: Audio-Reg/Peter/Tara/Voice-Panel Only		
<ul style="list-style-type: none"> • Legislative/Budget/Other • Request Motion to Adopt Consent Calendar Projects/Action 		
		Peter Cooper
		Tara Armstrong

Action Item & Presentation Announcing Awardees of the Notice/Agenda		Elisabeth Testa
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Panel Date: October 23, 2020

2020 Paid Family Leave Small Business Grant

Virtual: Audio- Lis/Voice-Presenter & Panel

Virtual: Hand-Raise Pause for Public Comment-Amanda

Review and Action on Proposals

Virtual: Audio-Presenters/ Voice-Presenters & Panel and
Contractors (if needed)

Virtual: Hand-Raise Pause for Public Comment-Amanda

Diana Torres
Ryan Swier
Jana Lazarewicz
Heather Miguel

Opportunity for Panel Members to Request Agenda Items for Future Panel Meetings

Virtual: Voice available for Panel Only

Public Comment on Matters Not on the Agenda

Virtual: Hand-Raise for Public Comment via Voice - Amanda

Public Meeting Adjourns

Under Government Code section 11123(a), all meetings of a state body are open and public, and all persons are permitted to attend any meeting of a state body, except as otherwise provided in that article. ETP may take action on any item listed in this Notice/Agenda. You can obtain further information about this Notice/Agenda by contacting Michael A. Cable, Legal Counsel, at (916) 327-5422, or Michael.Cable@etp.ca.gov, or sending a written request to Michael A. Cable, Legal Counsel, at Employment Training Panel, 1100 J Street, 4th Floor, Sacramento, California 95814. Written comments on agenda items should be submitted no later than 12:00 p.m. the business day before the meeting in order to afford adequate time to consider your comments.

This Notice/Agenda of Panel Meeting and related documents are available on the ETP website at www.etp.ca.gov. The dollar amounts shown in this Notice/Agenda are estimates only, subject to change up to and including the date of the Panel Meeting. Please continue to access the ETP website for current and updated information. In the event the Panel does not have a quorum at the Panel Meeting noticed herein, then those Panel Members in attendance will meet as a committee at the same time and place identified herein, and said Panel Members in attendance will meet as a committee in order to hear the items identified in this Notice/Agenda, but will not vote or take action. While ETP intends to webcast its meetings, it may not be possible to webcast the entire open meeting due to limitations on resources.

The meeting is accessible to the physically disabled. A person who needs a disability-related accommodation or modification in order to participate in the meeting, including without limitation auxiliary aids or services, may make a request by contacting Michael A. Cable, Legal Counsel, at (916) 327-5422, or Michael.Cable@etp.ca.gov, or sending a written request to Michael A. Cable, Legal Counsel, at Employment Training Panel, 1100 J Street, 4th Floor, Sacramento, California 95814. Providing your request so that it is received at least five (5) business days before the meeting will help ensure availability of the requested accommodation.

REVIEW AND ACTION ON PROPOSALS

These funding proposals are listed by Regional Offices and do not reflect the actual order of presentation. They will be considered by the Panel in accordance with a Table of Contents to be published on the ETP website no later than Monday, October 19, 2020, although the Panel may still change the order at the meeting. In regards to those items indicated below as an Amendment, please note that the dollar amount only reflects the proposed amendment amount, and not the total funding amount for the contract. Funding proposals are reviewed by the Panel on a case-by-case basis, and any action on a funding proposal shall not be binding on any other funding proposal.

North Hollywood Regional Office

Apeel Technology, Inc. dba Appeal Sciences (COVID-19) -----	\$200,000
Associated Builders and Contractors Central California Chapter --	\$194,700
Building Skills Partnership (Amendment)-----	\$183,162
California Manufacturing Technology Consulting (COVID-19)-----	\$200,000
East Los Angeles Doctors Hospital Property Partnership, LP (COVID-19)-----	\$200,000
Hall Ambulance Services, Inc. -----	\$294,285
Hospitality Industry Training and Education Fund dba Hospitality Training Academy (COVID-19) -----	\$200,000
M-5 Training School of Protective Services-----	\$107,610
Riviera Inc. dba The Enterprise U -----	\$599,923

San Diego Regional Office

American Medical Response of Southern California -----	\$499,100
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Sacramento Regional Office

Covenant Care California, LLC -----	\$499,583
Diamond Foods, LLC (COVID-19) -----	\$200,000
Kings Nursing & Rehabilitation Hospital, Inc. (COVID-19) -----	\$200,000
Sutter Home Winery, Inc.-----	\$451,375
Trillium Pumps USA, Inc. (Critical Proposal) -----	\$131,008

San Francisco Regional Office

Center for Social Dynamics (COVID-19) -----	\$200,000
Cepheid (COVID-19) -----	\$200,000
Jewish Vocational and Career Counseling Services (COVID-19)--	\$200,000
SOMA AEC INC. dba Oxman College (COVID-19)-----	\$200,000

Central Office – Program Projects Unit

Finishing Trades Institute of District Council 36 Joint Apprenticeship Training Trust Fund -----	\$428,130
Fresno, Madera, Kings & Tulare Electrical Industries Joint Apprenticeship Training Committee -----	\$211,120
International Union of Elevator Constructors Local No. 18 -----	\$427,350
Joint Journeymen and Apprenticeship Trust -----	\$427,686
Kern County Electrical Journeyman and Apprenticeship Training Trust-----	\$143,637
Laborers' Training and Retraining Trust Fund for Southern California-The Laborers School-----	\$378,860
Los Angeles County Electrical Educational and Training Trust Fund-----	\$379,266
Pipe Trades Joint Apprenticeship and Training Committee of Santa Clara and San Benito Counties -----	\$363,462
San Diego Electrical Training Trust Fund -----	\$381,068

Panel Date: October 23, 2020

PROPOSALS APPROVED
BY DELEGATION ORDER FOR 09/15/20 – 10/12/20

≤ \$75,000

**Approved
Date**

**Approved
Amount**

North Hollywood Regional Office

Adelaida Cellars, Inc.

10/09/20

\$30,000

Green Pine Home Healthcare Services, Inc.

10/09/20

\$10,005



Employment Training Panel

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M e m o r a n d u m

To: Panel Members

Date October 23, 2020

From: Reg Javier
Director

Subject: **Future Meeting Sites**

October 23, 2020	Virtual Meeting
<i>November 2020, No Panel</i>	NO NOVEMBER PANEL MEETING
<i>December 11, 2020</i>	Virtual Meeting
<i>January 29, 2021</i>	Location: TBD Time: 09:30 AM – 3:30 PM



**STATE OF CALIFORNIA
EMPLOYMENT TRAINING PANEL**

Zoom Virtual Meeting
September 25, 2020

Panel Members

Janice Roberts
Acting Chairperson

Gloria Bell
Member

Chris Dombrowski
Ex-Officio Member

Ernesto Morales
Member

Gretchen Newsom
Member

Rick Smiles
Member

Douglas Tracy
Member

Ali Tweini
Member

Executive Staff

Reg Javier
Executive Director

Peter Cooper
Assistant Director

Michael Cable
Legal Counsel

**STATE OF CALIFORNIA
EMPLOYMENT TRAINING PANEL**

Zoom Virtual Meeting
September 25, 2020

I. PUBLIC PANEL MEETING CALL TO ORDER

Acting Chairperson Janice Roberts called the meeting to order at 9:32 a.m.

II. ROLL CALL

Present

Janice Roberts
Gloria Bell
Chris Dombrowski
Gretchen Newsom
Douglas Tracy
Ali Tweini
Rick Smiles

Absent

Ernesto Morales

Executive Staff

Reg Javier, Executive Director
Peter Cooper, Assistant Director
Michael Cable, Legal Counsel

III. AGENDA

Acting Chairperson Roberts asked if the Panel Members reviewed the Agenda.

ACTION: Ms. Newsom moved and Mr. Smiles seconded approval of the Agenda. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative.

Motion carried, 7 to 0.

IV. MINUTES

Acting Chairperson Roberts asked if the Panel Members reviewed the Meeting Minutes from the last Panel Meeting.

ACTION: Ms. Newsom moved and Mr. Tweini seconded approval of the July Meeting Minutes. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative.

Motion carried, 7 to 0.

V. REPORT OF THE EXECUTIVE DIRECTOR

Mr. Javier welcomed the Panel Members, Applicants, and Stakeholders and recognized the following persons in attendance: Diana Torres, Southern California District Manager; Ryan Swier, North Hollywood Regional Office Manager; Jana Lazarewicz, Sacramento Regional Officer Manager; and Heather Miguel, Program Projects Unit Manager.

Regarding today's proposals:

Mr. Javier stated that helping employers respond to the COVID-19 Pandemic continues to be a top priority for ETP. There have been hundreds of COVID-19 related modifications to existing contracts and more COVID-19 Pilot proposals coming in. ETP has also begun rolling out the Paid Family Leave Pilot for Small Businesses, which you will hear more about from Lis Testa later this morning. The solicitation for proposals was released on Friday, September 18, 2020, and proposals are due by October 15, 2020.

Regarding Legislation:

Mr. Javier shared that September 30th is the last day for the Governor to sign or veto bills. That is important to ETP because one of the bills that is waiting for signature is AB 1457, which would require ETP to partner with other assistance providers serving small businesses. The pilot program partnership would include California Community Colleges, GO-Biz, the Labor and Workforce Development Agency, and the California Workforce and Development Board. ETP and the Labor Agency remain neutral on this bill, but will continue to monitor the bill and provide updates on any movement.

Regarding the New Computer System:

Starting in October, Staff will be scheduling Stakeholder sessions to present the new components of the Cal-E-Force system and will seek comments and feedback afterward so that ETP may continue the development process. A demonstration for entering and managing the Participating Employer Certification functionality will be provided for MECs via GoToMeeting. Staff will hold at least two sessions in order to accommodate those who wish to attend.

In October, Staff will begin the process of migrating contracts to Cal-E-Force. Migration will start with the beta active legacy system Single Employer contracts and continue with contracts with no current activity. In November, Staff will be scheduling sessions to demonstrate how the Pre-Application and the Application processes work in Cal-E-Force. All information for training sessions can be found on the ETP website.

Acting Chairperson Roberts inquired whether the ETP 130 Forms that the Panel Members see in their Panel Packets will be available in the same format for Stakeholder review in the new Cal-E-Force system before they are finalized and presented at the Panel Meetings.

Tara Armstrong, Deputy Director of the Technical Operations Branch and CIO, confirmed that the ETP 130 forms will be available in Cal-E-Force in the exact same format as the Panel Members receive currently.

Regarding Core Funds for this Fiscal Year:

Mr. Cooper reported that today's meeting is approximately \$9.2M, plus \$132,314 in Delegation Orders, for a total of \$9.3M. Regarding core funds for this fiscal year, if all the proposals are funded today, the Panel will have approved just over \$27M in 105 projects to date. ETP will have approximately \$52.9M for the remainder of the year, with a demand of \$119.5M.

Regarding Delegation Order:

Delegation orders are capped at \$75,000 to be approved on a continuous flow basis, which as of today, a total of 12 delegations have been approved.

Regarding 20/21 Program Funding:

Mr. Cooper reported to date, there has been approximately 896 projects submitted, with a value just over \$119.5M.

Regarding Demand and Allocations:

Mr. Cooper then reported that ETP is within its allocations, but may need to revisit them in the future. For Single Employer Contracts, there are requests for \$84M, with \$30M in the original allocation; for MECs there are requests for \$14.2M in demand, with \$20M in allocation; Small Business has a demand of \$12.2M, with \$5M in allocation; Critical Proposals have \$239,610 in demand, with \$5M in allocation; and Apprenticeships have \$8.3M in demand, with \$20M in allocation. Overall demand is currently \$119M with \$52.9M left for FY 20/21.

Regarding where the projects are in the process, Mr. Cooper shared that there are 138 projects in the Regional Offices and 758 in AAU, of the 896 total.

Points of clarification:

Mr. Cooper reported that Tab No. 10, Motive Energy Telecommunications Group, Inc., should list their in-kind contribution as \$147,800.

Mr. Cooper further reported that there are discrepancies on Tab No. 5, BioMarin Pharmaceuticals Inc.; Tab No. 11, Opportunity Junction, Inc.; and Tab No. 12 Pasadena City College, which are all on the Consent Calendar. The Incidental Placement allowed for these Covid-19 Pilot proposals should read, "Not more than 20%," as approved under the Covid-19 Pilot Program Guidelines instead of what is currently stated which is, "Not more than 50%."

Mr. Cooper stated Tab No. 4, Associated Builders and Contractors, will be pulled off the Consent Calendar so that the applicants can answer some questions from the Panel later in the day.

Mr. Cooper also stated that Tab No. 5, M-5 Training School of Protective Services, has withdrawn from this Calendar and will instead present at the November Panel Meeting.

Mr. Cooper requested a Motion to Approve the Consent Calendar with the noted modifications.

Acting Chairperson Roberts asked for clarification on the Covid-19 related projects regarding contract cap and funding allocation. Mr. Cooper explained that the cap per contract is \$200,000 and there is \$30M in allocation for both MECs and Single Employer Covid-19 related projects.

Acting Chairperson Roberts then asked if there were any other questions from the public or Panel regarding the Consent Calendar and asked for a motion.

ACTION: Ms. Newsom moved and Mr. Tweini seconded approval of the Consent Calendar as amended. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative.

Motion carried, 7 – 0.

VI. UPDATE ON PAID FAMILY LEAVE SMALL BUSINESS GRANT PRESENTATION

Ms. Testa presented an update and a PowerPoint presentation on the Paid Family Leave Small Business Grant. The Solicitation for Proposals for the PFL SB Grant was released on September 18, 2020. All application materials can be found on the ETP website, including the Solicitation for Proposal, the application, the signature page that goes with the application, and all the additional documents that applicants would need over the whole course of their grant. Additionally on the ETP website, there is a new “Grants” page which houses all the information regarding the PFL Grant and is where to submit the applications for the grant.

The Economic Development Unit held an online overview for the grant on September 10, 2020. A second session is scheduled for September 29, 2020. These sessions are designed for interested MEC applicants to learn more about the grant. Information on how to sign-up for the overview can be found on the ETP website.

A few clarifications were added to the SFP, including:

Data on participating small businesses will be collected on a quarterly basis, rather than only twice yearly;

Scoring and Awarding information was clarified as follows: After all applications are scored and ranked, and after the initial three awardees are selected, additional awardees may be chosen if the initial awardees are having difficulties in enrolling a sufficient number of participating small businesses. Any additional awardees will be chosen using their original ranked scores;

The ‘return of funds’ clause was amended to clarify that administrative fees are also subject to recollection based upon expenditures of the grant, and a schedule for the assessment of fund demand was added;

Fund disbursement schedules were clarified; and

The acceptable use of funds area was updated for clarity.

Ms. Testa asked the Panel if there were any questions. There were none.

VII. NON-PRIORITY INDUSTRY MORATORIUM PRESENTATION

Ms. Testa presented a PowerPoint presentation addressing the addition of RESPOND Projects to the List of Exemptions to the Non-Priority Industry Moratorium. During the May 2020 Panel Meeting, Panel enacted a moratorium on non-Priority Industry Single Employer contracts for FY 20/21. Single Employers (including Small Businesses) whose EDD assigned NAICS (North American Industry Classification System) code does not appear on ETP’s listing of Priority Industry NAICS codes will not be granted projects this fiscal year. The listing of Priority Industry NAICS codes can be found on our website.

The following groups are exempt from the moratorium:

- MECs

- Apprenticeships
- COVID-19 Pilot Non-Priority Industry Contractors
- COVID-19 Response Plan Non-Priority Industry Contractors

At the August 2020 Policy Committee meeting, the Policy Committee moved to include RESPOND projects as an additional exemption to the non-priority industry moratorium. RESPOND projects are dedicated to companies being affected by, or working to mitigate the negative effects of, natural disasters (including drought, fire, pandemic, earthquake, etc.)

In accordance with the motion approved by the Policy Committee in August 2020, Staff is requesting adding RESPOND projects to the list of exemptions to the non-priority industry moratorium, as outlined above.

Robert Sanger, CMTA, inquired about the funding amount for RESPOND projects, because his concern is that we live in California and everything could be a RESPOND project these days.

Ms. Testa replied that a RESPOND project could be Single Employer or MEC and doesn't have a separate application. There are two ways that a project can qualify for RESPOND: 1) If the Governor declares a state of emergency due to a natural disaster, and 2) If our Executive Director approves a contractor's request. If either of those come in to the Field Offices they get elevated to Executive Staff for a determination.

Mr. Sanger then asked if the option to request a RESPOND designation was listed on the Preliminary Application or if that will be an update.

Ms. Testa explained that the Pre-Application has not been changed and the checkbox to select RESPOND is still there. The checkbox gives Staff a heads up of what the Contractors are thinking they may qualify for when they submit their Pre-Application. Then, in development, the Field Offices will be able to talk to the Contractor more to get further details on their project to see if it actually does qualify for RESPOND or not.

Ms. Testa asked the Panel if there were any questions.

Acting Chairperson Roberts inquired if one of the projects in this month's Panel Packet, Mountain Enterprises, is a RESPOND project.

Peter Cooper replied that it is.

Hearing no further questions, Acting Chairperson Roberts asked for a motion.

ACTION: Ms. Newsom moved and Mr. Smiles seconded approval of the addition of RESPOND projects to the list of exemptions to the non-priority industry moratorium. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative.

Motion carried, 7 – 0.

VIII. REPORT OF LEGAL COUNSEL

Legal Counsel Michael Cable wished to address two documents in the Panel Member's packet of written material and also listed on the ETP website for public review. The first document is a Legislative Update Memorandum which lists bills that have been enrolled, vetoed, or died during this legislative session, which will continue to be monitored and updated. Additionally, Staff has internally assembled a working group which will be ready to respond should AB 1457 be signed into law.

The second document is a Legal Unit Memorandum which addresses ETP's Appeal Process and Public Records Act Request Process. Regarding the Appeal Process, Staff has worked hard to resolve Contractor's and Stakeholder's concerns and to simplify the process, including the removal of the Fast Track Process, updating the Notice of Appeal Rights, and developing an online Appeal Process which should be implemented soon.

Mr. Cable clarified that an Appeal is from a Final Adverse Decision, such as denying a proposal or issuance of final project and not a place to resolve general complaints, systems problems, or mistakes by any of the parties. Further, an Appeal must contain a statement of the issues and facts in dispute and a copy of the documents in support of that statement must be submitted at the time of appeal.

Mr. Cable also pointed out to the Panel that there are two levels of appeal in the ETP Appeal Process. The first is to the Executive Director, who will make the determination without Panel involvement. The second level of appeal goes to the full Panel, who can refuse to hear the matter, conduct a hearing at a Panel Meeting, or refer to an administrative law judge for review.

Next, Mr. Cable shared that there is now a page on the ETP website dedicated to the Public Records Act Request Process with a new process for conveniently submitting a request online. Instructions and a timeline for requests can also be found on the website.

Acting Chairperson Roberts asked what options Contractors would have if they disagree with something said, managed, or administrated during a project; and if that would be an appeal or if it would be addressed internally.

Mr. Cable responded that it would depend on the facts of the situation. But to be an appeal, it would likely have to be more than a procedural issue and instead be an issue with a Final Adverse Decision that Staff made either incorrectly or by an alleged abuse of ETP's discretion in making the decision.

IX. REVIEW AND ACTION ON PROPOSALS

Tab No. 4: Associated Builders and Contractors, Central California Chapter (ABC)

Mr. Swier explained that at the December 2019 Panel Meeting, ABC presented a proposal that did not move forward due to lack of motion. At that time there were stated concerns regarding the base wages for electricians, as well as with other occupations located within the HUA. In

addition, there were questions regarding the certification process and the proposed curriculum. The Panel cited from ETP statute as to the basis of their concern.

Mr. Swier stated that ABC has submitted a new, revised application for consideration with changes including different occupations within the construction industry, higher wages (both minimum and maximum), and a new curriculum without certifications. This training will be provided to incumbent workers from large and small employers, focusing on business and commercial skills training within the construction industry, also including Covid-19 training.

Mr. Swier shared that ABC is a first-time proposed contractor, requesting \$194,700 to train 330 retrainees. Participating Employers are both located in HUA and non-HUA areas in Southern California.

Mr. Swier stated that Staff recommends approval of this project and introduced Laura Barnes, President and CEO and Russel Johnson, Director of Government Affairs.

Acting Chairperson Roberts asked if the Panel had any questions.

Ms. Newsom inquired why the details of this new proposal look the same as the one presented in December 2019 if this proposal was supposed to be completely revised.

Ms. Barnes explained that the list of Participating Employers that were included are comprised of ABC's members. Their members participate in a wide array of ABC's training offerings, such as craft training programs, safety training programs, specialty training programs, as well as the new additions, like Covid-19 training. Ms. Barnes stated that the members will enroll their trainees in whichever training their employer has a need for.

Ms. Newsom noted that it appears that the proposal has more than doubled the originally proposed amount of trainees, but has not updated their MEC contracts as to which ones are training how many employees. Ms. Newsom wanted to make sure that ABC did not simply rename the occupations, because the number of trainees don't add up correctly and the last part of the proposal looks exactly the same as the December 2019 proposal.

Ms. Barnes stated that this is a completely new proposal. Mr. Johnson suggested that they take the proposal back to Staff and work out the appropriate numbers.

Ms. Newsom agreed to that and also inquired about the difference in wage ranges between Job No. 1, in a HUA, where the minimum starts at \$15/hr and Job No. 2 where the minimum starts at \$22.51/hr. Additionally, Ms. Newsom would like ABC to elaborate on the timeline in which those workers get up to the higher wage.

Ms. Barnes explained that the timeline would be different depending on which modular training program the trainee was going through, especially reflective of the length of each program. Mr. Barnes also explained that in the non-HUA area, the cost of living is higher and wage rates are higher.

Ms. Bell asked how long it would take for an Equipment Operator to move up.

Ms. Barnes explained that there is not necessarily a singular path to becoming an Equipment Operator and there are many options and paths to take through the modular training.

Mr. Twieni added that he shares Ms. Newsom's concerns regarding low wages.

Acting Chairperson Roberts noted that perhaps the Panel Members are not seeing an accurate depiction of wages and they probably put the lower number in because that is what the HUA wage is. Acting Chairperson Roberts suggested that for more clarification and a better understanding of the wages, that they take a look at how many trainees are really making that \$15/hr starting wage.

Acting Chairperson Roberts asked for a motion that ABC works with Staff to revise their proposal with the suggestions made by Panel Members.

ACTION: Ms. Newsom moved and Ms. Bell seconded the motion that ABC withdraw this proposal, work with Staff to revise it, and bring it back at a later date. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative.

Motion carried, 7 to 0.

SINGLE EMPLOYER CONTRACTS

Tab No. 16: Life Generations Healthcare LLC dba Generations Healthcare

Ms. Torres presented a proposal on behalf of Generations Healthcare, a Repeat Contractor and Priority Industry requesting \$487,968 to train 871 incumbent workers, as well as 377 incumbent workers located in a HUA. Generations Healthcare reports that although there is no Veterans Job Number in this proposal, they welcome veteran workforce applicants whenever possible. Training will be primarily in Medical Skills, both Didactic and Preceptor, as well as Computer Skills and Continuous Improvement. Occupations include Registered Nurse, Licensed Vocational Nurse, Therapist/Assistant, and Certified Nurse Assistant. This proposal will fund training for employees of 21 closely-held affiliates located throughout 25 locations. The company's corporate headquarters in Santa Ana will coordinate implementation and administration, however, the location is not included in the training plan. In the 25 locations, there are 7 located in HUAs throughout the Counties of San Diego, Los Angeles, and Modesto. This is Generations Healthcare's third ETP agreement and third in the last five years. It is funded under Special Employment Training, and as such, under the Priority Industry, it is able to request modification of the SET Frontline Worker wage of \$33.34 down to \$25.01. In addition, in line with the high unemployment area to train entry level workers, it is requesting a wage modification for the HUA. Of the 377 trainees in the HUA facilities, there are 30 CNAs that make a base wage less than \$15/hr, which would be the standard new hire wage. And 51 LVNs that make less than \$25.01. The company will utilize the Director of Staff Development at each facility to oversee the training programs.

Ms. Torres stated that Staff recommends approval of this project and introduced Michelle Rubeshaw, Director of Human Resources and Bill Parker, Consultant, NTSI.

Acting Chairperson Roberts noted that the 70% performance they have shown is considered satisfactory, but it is not where the Panel likes to see the proposals at, as they like to see them more around 95-100%.

Ms. Newsom expressed concern regarding the 30 CNAs that are making less than \$15/hr, specifically \$13.76, and requested that Ms. Rubeshaw elaborate on when they would be achieving the higher wage.

Ms. Rubeshaw stated that they have done an additional wage analysis in the last 30 days and have brought some of those wages up. Typically the lower wage is for very recent grads and all usually increase their wages in the first 90 days.

Ms. Newsom asked if they would be amenable to increasing the minimum wage to at least \$15/hr because those trainees have already graduated some other training program or college and this is not a living wage.

Ms. Rubeshaw explained that these trainees have not previously gone to college, but are typically recent graduates of high school or GEDs and their first initial training is through this Certified Nurse Assistant course. And further, they are usually increased within the first 90 days.

Acting Chairperson Roberts asked if it was possible to move those trainees up to the \$15/hr range.

Ms. Rubeshaw stated that she would have to go back and discuss it with her senior leadership team.

Acting Chairperson Roberts offered the options to either pull out however many trainees make the \$13.76 wage from the proposal or withdraw the whole proposal at this time and come back when it has been revised with higher wages.

Ms. Newsom stated that she would like to make a motion to approve this proposal today with the CNA minimum wage at \$15/hr and the rest of the wages as is.

Acting Chairperson Roberts asked for a motion to approve with adjustments.

ACTION: Mr. Tweini moved and Ms. Newsom seconded approval with adjustments to the proposal for Life Generations LLC dba Generations Healthcare in the amount of \$487,968. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative.

Motion carried, 7 to 0.

Tab No. 17: Physicians for Healthy Hospitals, Inc

Ms. Torres presented a proposal on behalf of Physicians for Healthy Hospitals, Inc., a Repeat Contractor and Priority Industry requesting \$474,375 in ETP funding to train 300 incumbent workers and 75 Job Creation Retrainees. Their occupations include Registered Nurse, New Graduate RN, and Licensed Vocational Nurse. They are supported by three Collective Bargaining Agreements: the California Nurses Association; Teamsters Local 1932, Nurses and Allied Workers; and SEIU United Healthcare Workers West. The Panel's training hour limitation is 200 hours for Retrainees, however, the company requests a modification of this cap. Under its previous cap, its new nurse grads were capped at 200 hours but were able to perform up to

292 hours. Therefore, in this contract they are requesting a maximum of 260 hours. Historically, the Panel has approved up to 260 hours and here they expect to actually train up to 320 hours. Additionally, for the Job Creation Trainees, they will train 15 workers under the Panel guidelines for the Temporary to Permanent Program. They have retained these employees on a temporary basis with the intention of hiring them into full-time, permanent positions after training. It is expected that these workers will receive employer-paid share-of-cost for healthcare premiums while on temporary status, and upon hire into full-time permanent employment. This proposal to be funded under Special Employment Training and Priority Industry, and as such they may request a wage modification from \$33.34 to \$25.01, of which they are requesting.

Ms. Torres stated that Staff recommends approval of this project and introduced Russell Stewart, Education Clerk; Celia Topete, HRIS Analyst; and Michelle Bird, MHA, PHR.

Acting Chairperson Roberts noted their 85% prior performance and asked if that was something they think they could improve on, especially since they are requesting a higher amount of funding.

Mr. Stewart explained that with the expansion of training hours from 200 to 260 for their new grads, there is an additional opportunity there. Also, in 2018 they hired 69 new grads, but this year already have 65 hired on staff and expect to hire more. Additionally, in Spring 2021, to better their patient care, they are implementing a new EMR Paragon program for the documentation of patients. Mr. Stewart explained that along with that will be training for RNs and LVNs on the new program.

Mr. Tweini suggested that Mr. Stewart attempt to add more veterans into their program or to reach out to ETP for assistance in achieving that.

Mr. Stewart shared that some of their nurses in training and nurses on staff are veterans and would be included in the program currently as either existing RNs under Job No. 1 or Job Creation in Job No. 2.

Acting Chairperson Roberts asked if the Panel had any questions.

Hearing none, Acting Chairperson Roberts asked for a motion.

ACTION: Mr. Tweini moved and Ms. Newsom seconded approval of Physicians for Healthy Hospitals, Inc. in the amount of \$474,375. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative.

Motion carried, 7 to 0.

Tab No. 18: Los Robles Regional Medical Center

Mr. Swier presented a proposal on behalf of Los Robles Regional Medical Center, a Repeat Contractor and Priority Industry requesting \$441,945 of ETP funding to train 197 Job Creation and Retrainees at their facility in Ventura. ETP has received multiple union letters in support. This project has been right-sized based on lower performance levels on their previous contract to prior earnings.

Mr. Swier stated that Staff recommends approval of this project and introduced Kathy

Trigueiro, Director of Educational Services and Tammy Bialek, Consultant, Altus Group US Inc.

Mr. Tweini expressed concern that they are Repeat Contractors and do not have a Veteran Job Number.

Ms. Trigueiro stated that they have multiple veterans and reservists on their nursing staff, and they allow the reservists to take time off for their reserve duties.

Ms. Bialek reported that she has a lot of their employment data, and Los Robles Regional Medical Center currently has 147 veterans employed at the facility.

Acting Chairperson Roberts suggested that the company make sure they have the proper infrastructure in place to support this training project, especially since they are requesting such a high amount of funding, and that they understand the implications of right-sizing.

Acting Chairperson Roberts asked if the Panel had any questions.

Hearing none, Acting Chairperson Roberts asked for a motion.

ACTION: Ms. Newsom moved and Mr. Smiles seconded approval of the Los Robles Regional Medical Center, in the amount of \$441,945. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative.

Motion carried, 7 to 0.

Tab No. 19: 7173 North Sharon Avenue Operating Company, LLC dba San Joaquin Valley Rehabilitation Hospital

Ms. Lazarewicz presented a proposal on behalf of 7173 North Sharon Avenue Operating Company, LLC dba San Joaquin Valley Rehabilitation Hospital, a Priority Industry and Repeat Contractor requesting \$433,044 to train 523 workers, including 115 new employees. San Joaquin Valley Rehab will serve as the lead employer in this project, along with its five affiliates.

Ms. Lazarewicz stated that Staff recommends approval of this project and introduced Paul Herrera, Regional Director of Human Resources and Bill Parker, Consultant, National Training Systems.

Mr. Tweini asked if the company had any veteran outreach programs.

Mr. Herrera stated that they do have veterans included in this training plan, but they could probably do a better job tracking their veterans. Mr. Herrera explained that they recently switched to a different payroll provider, and that EEOC data did not successfully migrate over, but they plan to survey their staff to determine which employees are veterans.

Acting Chairperson Roberts asked if the Panel had any questions.

Hearing none, Acting Chairperson Roberts asked for a motion.

ACTION: Mr. Tweini moved and Ms. Bell seconded approval of the 7173 North Sharon

Avenue Operating Company, LLC dba San Joaquin Valley Rehabilitation Hospital in the amount of \$433,044. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative.

Motion carried, 7 to 0.

Tab No. 20: Mountain G Enterprises Inc. (RESPOND)

Ms. Lazarewicz presented a proposal on behalf of Mountain G Enterprises Inc., a First-Time Contractor and Priority Industry requesting \$248,630 in funding to train 218 workers, including 50 new employees. Training will take place at their four locations in Placer, Butte, Fresno, and Sonoma Counties.

Ms. Lazarewicz stated Staff recommends approval of this proposal and introduced Shannon Campbell, Administrator and Michael Snead, Consultant, Carrazco Innovative Tax Solutions.

Mr. Tweini asked how they heard about the ETP and if they have any veteran recruitment programs.

Ms. Campbell explained that they heard about ETP through their representative, Mike Snead, who presented them with the information and guided them through the process.

Acting Chairperson Roberts noted that the Panel has previously seen a project from Mountain F Enterprises and was concerned that they were the same entity, but now understands that Mountain F does more of the physical work and Mountain G does more of the administrative part.

Ms. Campbell corrected that Mountain G actually is more the environmental side. They have the arborists, biologists, and archeologists who go out and evaluate the health of the trees and if there are nesting birds or not. Mountain F does do the physical aspect and the actual chopping of the trees.

Acting Chairperson Roberts asked if the Panel had any questions.

Hearing none, Acting Chairperson Roberts asked for a motion.

ACTION: Mr. Smiles moved and Ms. Bell seconded approval of Mountain G Enterprises Inc. in the amount of \$248,630. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative.

Motion carried, 7 to 0.

Tab No. 21: Sunrise Medical (US) LLC

Ms. Lazarewicz presented a proposal on behalf of Sunrise Medical (US) LLC, a Priority Industry and Repeat Contractor requesting \$304,980 to train 288 workers, including 15 new employees. Training will take place at their headquarters in Fresno.

Ms. Lazarewicz stated that Staff recommends approval of this proposal and introduced

Stephanie Orosco, HR Administrator.

Mr. Tweini asked if the company has a veteran recruitment program and if they have any veterans included in this project.

Ms. Orosco stated that they have four veterans included in this project, they welcome all veteran applicants, and they often have representatives out at the VA hospital.

Acting Chairperson Roberts asked if the Panel had any questions.

Hearing none, Acting Chairperson Roberts asked for a motion.

ACTION: Mr. Smiles moved and Mr. Tweini seconded approval Sunrise Medical (US) LLC in the amount of \$304,980. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative.

Motion carried, 7 to 0.

MULTIPLE EMPLOYER CONTRACTS

Tab No. 22: Urban Corps of San Diego County Charter School

Ms. Torres presented a proposal on behalf of Urban Corps of San Diego County Charter School (UCCS), a Priority Industry and Repeat Contractor requesting \$226,845 in ETP Funding, inclusive of 12% support costs, which is allowable per the Panel for New Hires as opposed to 8% for Retraitees. UCCS plans to train 45 New Hires according to ETP's Ex-Offenders or At-Risk Youth Program Guidelines and Multiple Barriers Program Guidelines. This proposal to be funded under Special Employment Training. UCCS is a non-profit high school, providing young adults with academic instruction, conservation job skills training, and community service opportunities. UCCS provides second chance opportunities to disadvantaged, struggling young adults (ages 18-26) to obtain a high school diploma while earning a paycheck through hands-on job training projects which improve their own communities. UCCS meets with employers regularly to form partnerships and assess workforce needs in order to place corps members in jobs following graduation. This is the third New Hire proposal for UCCS. They were able to place 30 young adults in a variety of construction, landscaping, and recycling related jobs in their last proposal. All Class/Lab training is center-based and will occur in the UCCS training facilities in San Diego. They are requesting a wage modification as allowed by Panel from \$15.20 for New Hires, down to \$13/hr. In addition, they are requesting the Incidental Placement with public and non-profit entities up to 35%, which is permissible with this target population. UCCS represents that students enrolled in the ETP funded program will not be charged tuition fees or any other costs associated with training.

Ms. Torres stated that Staff recommends approval of this proposal and introduced Dan Thomas, Executive Director; Myrna Contreras, Director of Student Services; and Brenda Figueroa, Corps Career Coordinator.

Ms. Newsom inquired why the MEC contracts were not included in the back of the proposal.

Ms. Torres explained that when there are Multiple Employer Contracts for Retrainee/incumbent workers, it is usually known where those individuals work, and those places would be considered Participating Employers. For New Hires, because it is unknown where they will work specifically throughout the partnerships, the Panel has previously elected not to include a list of potential Participating Employers.

Ms. Newsom expressed concern regarding one of the listed employer-partners, the Sheraton San Diego Harbor Marina who were reported to have recently fired 206 of their longstanding employees to instead hire on new low-wage workers. Ms. Newsom stated that the \$13/hr wage listed in UCCS's proposal is itself concerning, but also wonders if there is a connection with the Sheraton's recent low-wage hiring. Ms. Newsom further stated that when workers have barriers to employment or success, one of the most successful mechanisms in getting them on the path to self-fulfillment is having a living wage and \$13/hr in San Diego is not a living wage. Additionally, Ms. Newsom noted that there was a high cost per trainee listed in the proposal and she would appreciate if UCCS raised their lowest wage to \$15/hr.

Ms. Figueroa explained that when students leave UCCS, they usually go into jobs that make more than \$13/hr and then after the 90 day probation period with the employer, the wage increases and can go up to \$15/hr. In fact, most of the students start at \$14/hr when they leave UCCS.

Ms. Newsom stated that she would still feel more comfortable moving this proposal on without the requested wage modification and keeping the minimum at \$15.20. Ms. Newsom also inquired about the students who are construction laborers and their relationship to apprenticeship programs and getting the students into those programs.

Ms. Figueroa stated that UCCS has partnerships with a lot of construction companies that tie the students into apprenticeship programs. Ms. Figueroa explained that the students have training at the UCCS facilities, then once they connect the students with the construction companies the students go in as laborers, and then the student can continue into the apprenticeship program if they wish. Ms. Figueroa also shared that a few students from their last proposal are currently in construction apprenticeship programs, as well as other apprenticeship programs. UCCS tries to get their students into the apprenticeship programs because they are able to get additional training over time, along with wages increases.

Mr. Tweini agreed that low wages were an issue and that he would like to see the proposal move forward without the wage modification, as well.

Acting Chairperson Roberts agreed that \$13/hr is not a living wage in San Diego. Acting Chairperson Roberts also suggested that they specify in their proposal exactly what the wages will start at and not just list \$13/hr because that is the lowest allowable wage for ETP within a Multiple Barriers contract. Acting Chairperson Roberts also suggested that if there was only two students who were getting \$13/hr, that they leave those two off the contract and continue

with a higher listed minimum wage rate.

Mr. Thomas asked if their proposal would get approved today if they agreed to raise the minimum wage rate on this proposal to \$15/hr. Mr. Thomas also explained that the barriers that the young people in their program face, such as transiency, makes it more difficult for them to go with the higher wages.

Mr. Thomas stated that he understands the Panel's concern and agreed to modify the lowest wage on their proposal to \$15/hr.

Acting Chairperson Roberts asked if the Panel had any questions.

Hearing none, Acting Chairperson Roberts asked for a motion.

ACTION: Mr. Smiles moved and Ms. Newsom seconded approval of the proposal without wage modification for Urban Corps of San Diego County Charter School in the amount of \$226,845. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative.

Motion carried, 7 to 0.

Tab No. 23: College of the Sequoias

Ms. Lazarewicz presented a proposal on behalf of College of the Sequoias, a Priority Industry and Repeat Contractor requesting \$586,871 in ETP funding to train 450 workers throughout the Central Valley.

Ms. Lazarewicz stated that Staff recommends approval of this proposal and introduced Jorge Zegarra, Director – Training Resource Center.

Acting Chairperson Roberts asked if the Panel had any questions.

Hearing none, Acting Chairperson Roberts asked for a motion.

ACTION: Ms. Bell moved and Mr. Smiles seconded approval of the College of the Sequoias in the amount of \$586,871. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative.

Motion carried, 7 to 0.

Tab No. 24: Bay Area Counties Roofing and Waterproofing Industry Apprenticeship Training Fund

Ms. Miguel presented a proposal on behalf of the Bay Area Counties Roofing and Waterproofing Industry Apprenticeship Training Fund, a Priority Industry and Repeat Contractor with good prior performance, requesting \$427,160 in ETP funding to serve 31 journeyworkers and 177 apprentices. This Contractor recruits veteran, but is not requesting a Veteran Job Number.

Ms. Migueal stated that Staff recommends approval of this proposal and introduced Gary Samayoa, Senior Instructor and Steve Duscha, Steve Duscha Advisories.

Mr. Tweini thanked them for including veterans in this project.

Acting Chairperson Roberts asked if the Panel had any questions.

Hearing none, Acting Chairperson Roberts asked for a motion.

ACTION: Ms. Newsom moved and Mr. Smiles seconded approval of the Bay Area Counties Roofing and Waterproofing Industry Apprenticeship Training Funding the amount of \$427,160. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative.

Motion carried, 7 to 0.

Tab No. 25: Drywall Finishers Finishing Trades Institute JATC

Ms. Miguel presented a proposal on behalf of the Drywall Finishers Finishing Trades Institute JATC, a Priority Industry requesting \$297,366 in ETP funding to serve 290 apprentices, and 29 veteran apprentices. Ms. Miguel noted that there is a small error on the cover page of this proposal and they are actually First-Time Contractors.

Ms. Miguel stated that Staff recommends approval of this proposal and introduced Alex Beltran, Executive Director; Kelly Greer, Strategy Workplace Communications; and Nica Tanaka, California Labor Federation.

Mr. Tweini thanked them for including veterans in their proposal.

Acting Chairperson Roberts asked if the Panel had any questions.

Hearing none, Acting Chairperson Roberts asked for a motion.

ACTION: Ms. Newsom moved and Mr. Tweini seconded approval of Drywall Finishers Finishing Trades Institute JATC in the amount of \$297,366. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative.

Motion carried, 7 to 0.

Tab No. 26: Glaziers, Architectural Metal & Glass Workers Finishing Trades Institute JATC

Ms. Miguel presented a proposal on behalf of Glaziers, Architectural Metal & Glass Workers Finishing Trades Institute JATC, a Priority Industry requesting \$296,466 in ETP funding to serve 300 apprentices and 19 veteran apprentices. Ms. Miguel noted that there is a small error on the cover page of this proposal and they are actually First-Time Contractors.

Ms. Miguel stated that Staff recommends approval of this proposal and introduced Alex Beltran, Executive Director; Kelly Greer, Strategy Workplace Communications; and Nica Tanaka, California Labor Federation.

Mr. Tweini stated that he never wants to miss an opportunity to thank contractors who include veterans in their proposals.

Acting Chairperson Roberts asked if the Panel had any questions.

Hearing none, Acting Chairperson Roberts asked for a motion.

ACTION: Mr. Tweini moved and Ms. Newsom seconded approval of the Glaziers, Architectural Metal & Glass Workers Finishing Trades Institute JATC in the amount of \$296,466. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative.

Motion carried, 7 to 0.

Tab No. 27: Laborers' Training and Retraining Trust Fund for Southern California

Ms. Miguel presented a proposal on behalf of Laborers' Training and Retraining Trust Fund for Southern California, a Priority Industry and Repeat Contractor with good prior performance, requesting \$378,860 in ETP funding to serve 108 journeyworkers, 160 apprentices, and 20 veteran apprentices. Laborers' is requesting to reduce the minimum training hours from eight to four hours for journeyworkers in Job No. 1.

Ms. Miguel stated that Staff recommends approval of this proposal and introduced Lisa Becerra, Quality Manager; Kelly Greer, Strategy Workplace Communications; and Nica Tanaka, CA Labor Federation.

Mr. Tweini thanked them for including veterans in this proposal.

Acting Chairperson Roberts inquired why Staff was allowing them to reduce the minimum training hours down to four.

Ms. Miguel explained that this is something that was recently implemented for apprenticeship training programs, because Staff is finding that the employers of journeyworkers specifically are requiring certain certifications for them to work on a job site, and that by reducing the minimum hours to four hours allows them these particular 4-hour certifications because those trainees might not need annual training outside that 4-hour certifications. Staff has allowed this exemption in order to train those journeyworkers in the required certifications.

Acting Chairperson Roberts asked how many would be in the four hour minimum.

Ms. Greer stated that they are not sure exactly due to Covid-19, but they do not anticipate very many.

Acting Chairperson Roberts expressed concern that four hours of training is a very low number and she does not want to see too many trainees at that number.

Ms. Greer agreed and stated that they would keep track of them and update the Panel at the next Panel Meeting, if they wish.

Acting Chairperson Roberts asked if the Panel had any questions.

Hearing none, Acting Chairperson Roberts asked for a motion.

ACTION: Ms. Newsom moved and Mr. Tweini seconded approval of the Laborers' Training and Retraining Trust Fund for Southern California in the amount of \$378,860. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative.

Motion carried, 7 to 0.

Tab No. 28: Local Union 250 of the Southern California Pipe Trades District Council No. 16 of the United Association

Ms. Miguel presented a proposal on behalf of Local Union 250 of the Southern California Pipe Trades District Council No. 16 of the United Association, a Priority Industry and Repeat Contractor with good prior performance, requesting \$427,350 in ETP funding to serve 185 apprentices. This Contractor recruits veterans, but is not requesting a Veteran Job Number.

Ms. Miguel stated that Staff recommends approval of this proposal and introduced David Payne, Training Coordinator and Steve Duscha, Steve Duscha Advisories.

Acting Chairperson Roberts asked if the Panel had any questions.

Hearing none, Acting Chairperson Roberts asked for a motion.

ACTION: Mr. Smiles moved and Mr. Tweini seconded approval of the Local Union 250 of the Southern California Pipe Trades District Council No. 16 of the United Association in the amount of \$427,350. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative.

Motion carried, 7 to 0.

Tab No. 29: Northern California Elevator Industry Joint Apprenticeship Training Committee Trust Fund

Ms. Miguel presented a proposal on behalf of Northern California Elevator Industry Joint Apprenticeship Training Committee Trust Fund, a Priority Industry and Repeat Contractor with good prior performance, requesting \$427,952 in ETP funding to serve 62 journeyworkers and 180 apprentices. This Contractor recruits veterans, but is not requesting a Veteran Job Number.

Ms. Miguel stated that Staff recommends approval of this proposal and introduced Greg Hardemen, Chairman and Steve Duscha, Steve Duscha Advisories.

Acting Chairperson Roberts asked if the Panel had any questions.

Hearing none, Acting Chairperson Roberts asked for a motion.

ACTION: Mr. Smiles moved and Ms. Newsom seconded approval of the Northern California Elevator Industry Joint Apprenticeship Training Committee Trust Fund in the amount of \$427,952. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative.

Motion carried, 7 to 0.

Tab No. 30: Sheet Metal Workers' Local No. 104 and Bay Area Industry Apprentice and Journeyman Training Fund

Ms. Miguel presented a proposal on behalf of Sheet Metal Workers' Local No. 104 and Bay Area Industry Apprentice and Journeyman Training Fund, a Priority Industry and Repeat Contractor with good prior performance, requesting \$409,288 in ETP funding to serve 36 journeyworkers, 198 apprentices, and 20 veteran apprentices. The Contractor is requesting to reduce the minimum training hours from eight to four hours for journeyworkers in Job No. 1.

Ms. Miguel stated that Staff recommends approval of this proposal and introduced Benjamin Rivera, Training Administrator; Tim Myres, Training Administrator; Kelly Greer, Strategy Workplace Communications; and Nica Tanaka, CA Labor Federation.

Mr. Tweini thanked them for including veterans in their proposal.

Acting Chairperson Roberts expressed concern that she is seeing multiple proposals which are requesting to lower the minimum training hours to four hours and doesn't feel that four hours is adequate time to train. Acting Chairperson Roberts requested that they track and report back to her with the number of journeyworkers who only train four hours and would like to see that in any future proposals coming before the Panel.

Ms. Greer agreed and Ms. Miguel confirmed that Staff will work to ensure that any requests of this nature include the total amount of trainees who will be trained with the 4-hour minimum moving forward.

Acting Chairperson Roberts asked if the Panel had any questions.

Hearing none, Acting Chairperson Roberts asked for a motion.

ACTION: Mr. Smiles moved and Ms. Newsom seconded approval of the Sheet Metal Workers' Local No. 104 and Bay Area Industry Training Fund in the amount of \$409,288. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative.

Motion carried, 7 to 0.

Tab No. 31: Stationary Engineers Northern California and Northern Nevada Apprenticeship and Training Trust Fund

Ms. Miguel presented a proposal on behalf of Stationary Engineers Northern California and Northern Nevada Apprenticeship and Training Trust Fund, a Priority Industry and Repeat

Contractor with good prior performance, requesting \$427,350 in ETP funding to serve 185 apprentices. This Contractor recruits veterans, but is not requesting a Veteran Job Number.

Ms. Miguel stated that Staff recommends approval of this proposal and introduced James Anderson, Apprenticeship Coordinator and Steve Duscha, Steve Duscha Advisories.

Acting Chairperson Roberts asked if the Panel had any questions.

Hearing none, Acting Chairperson Roberts asked for a motion.

ACTION: Mr. Tweini moved and Ms. Newsom seconded approval of the Stationary Engineers Northern California and Northern Nevada Apprenticeship and Training Trust Fund in the amount of \$427,350. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative.

Motion carried, 7 to 0.

AMENDMENTS

Tab No. 32: Building Skills Partnership

Mr. Swier introduced a proposal amendment from Building Skills Partnership requesting an additional \$183,162 that would increase the overall amount to \$745,656. The estimated number of trainees will remain the same at a total of 556 trainees. The weighted average for Job No. 2 has been increased to 53hrs per trainee and wages will remain the same as previously approved by Panel at the beginning of this contract.

Mr. Swier stated that Staff recommends approval of this proposal and introduced Laura Medina, Chief Operating Officer.

Ms. Newsom expressed concern over the very low wages and requested that the Contractor move the lowest wage up to \$15/hr.

Mr. Swier explained that this is a Phase 1 Amendment for existing trainees on this contract who have likely already done training since the start of the contract.

Ms. Newsom asked how many trainees have moved up in their wages since they've started their training.

Ms. Medina stated that they do not have exact numbers, but they were hoping that in the 2020 Collective Bargaining Group Agreements they would be able to negotiate higher wages or differentials between people who have taken these trainings. Ms. Medina further explained that this was one of their strategic goals moving forward with these ETP funded trainings. Unfortunately, the CBA negotiations were postponed to 2021, so in terms of trying to move their workers and participants to new categories of wages, this is one of their priorities for the following year.

Ms. Bell asked if a union support letter was missing from their packet for them.

Mr. Swier explained that Building Skills Partnership is not required to submit a union support letter.

Acting Chairperson Roberts stated that she had just stepped out for a moment and asked what they decided regarding wages on this proposal.

Ms. Newsom explained that it sounded like the wages would have to stay the same because they are under a Collective Bargaining Agreement and they don't open their negotiations back up until 2021.

Ms. Medina confirmed.

Acting Chairperson Roberts wanted to state for the record that this was a 2019 proposal and they have now increased the total amount above ETP's current cap. Acting Chairperson Roberts stated that, going forward, she wonders how many more 2019 amendments the Panel is going to see, and wants to make sure that the Panel does not fund more from the old caps because there is very little funds going into 2021.

Acting Chairperson Roberts went on to state that the Panel does not need to approve this amendment at this time. They can disapprove due to low wages or because they do not wish to give them additional funding.

After a pause, Ms. Newsom noted that it is a lot of additional funding for low wages, but she does want to see them be successful in getting a better Bargaining Agreement. Ms. Newsom asked if they could reduce the amount of this amendment request.

Acting Chairperson Roberts stated that they could ask the Contractor to come back with a full contract instead of an amendment, perhaps after they look at their wages and determine how many Janitors and Floorcare Workers are in this project at that lowest wage.

Acting Chairperson Roberts recommended that the Panel not approve this amendment, but encourage the Contractor to come back at a later date with a whole new contract.

Ms. Newsom agreed that she would feel comfortable with that, especially looking at their requested funding amount, which is double what is available.

Mr. Swier added that there is currently a new project in the pipeline for Building Skills Partnership.

ACTION: Acting Chairperson Roberts moved and Mr. Tweini seconded the denial of Building Skills Partnership's request for Amended Funding in the additional amount of \$183,162. Acting Chairperson Roberts called for a vote, and all Panel Members present voted to deny the amendment.

Motion carried, 7 to 0.

X. OPPORTUNITY FOR PANEL MEMBERS TO REQUEST AGENDA ITEMS FOR FUTURE PANEL MEETINGS

Acting Chairperson Roberts noted that there was no Subcommittee Meeting in September, but there is one scheduled for October, so if the Panel Members have anything they wish to discuss, to let them know so that it can be added to the Agenda. Acting Chairperson Roberts stated that she would like to add a discussion regarding Cal-E-Force because it is important for ETP's Stakeholders to know about and keep up to date on.

Ms. Newsom stated that she would like to have a discussion on wages and what policy mechanisms ETP has in place that could possibly be incentivizing lowering wages, when they should be on the pathway to higher wages and higher quality of life.

Acting Chairperson Roberts agreed and added that the lowest wages are what they see listed in the 130s and it is important that the Panel get a realistic picture of the actual wages paid instead of just what the minimum requirements are.

XI. PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

Acting Chairperson Roberts asked for public comment on matters not on the Agenda.

Mr. Luis Sandoval, Executive Director, Building Skills Partnership, stated that he had his hand raised during the discussion of their amendment but was not seen. Mr. Sandoval confirmed that their CBA was pushed out because of Covid-19, but he would like to add that the wages they see are the floor and that they have a lot of workers who receive higher wages than those listed there. Mr. Sandoval stated that they could probably do a better job of documenting those wages to see how many workers have received that low wage versus higher ones.

Acting Chairperson Roberts agreed that the wage ranges listed may show the Panel a distorted picture of what is really going on, so she suggests to put down actual wages and to not even include those that make the very minimum in the contract.

Ms. Laura Medina, Building Skills Partnership, added that they are using the training in response to the Covid-19 pandemic and the shelter-in-place order that was really affecting the industry in terms of all the work spaces that were being closed. So they were able to create a Covid-19 and Infectious Disease Training to respond to individuals being afraid of what was going on in their workplaces and their lack of information. They created a 12-hour training program explaining what Covid-19 is and how to stay safe in their workplace, and also learn about different techniques for cleaning and disinfecting. Ms. Medina explained that this training was really what the additional funding in the amendment was for.

Acting Chairperson Roberts suggested that they put in a Covid-19 RESPOND application for the \$200,000 to train those employees and that it could be in addition to, and concurrently with, their new proposed contract.

XII. MEETING ADJOURNMENT

Acting Chairperson Roberts adjourned the meeting at 11:37 a.m.

Single Employer Contractor

A single employer, ranging from a small business to a large publicly-traded corporation, may contract directly with the Panel. Usually, these are retraining projects for current employees.

- Unless funded under Special Employment Training (SET), a single employer must face out-of-state competition.
- A single employer must be subject to the Employment Training Tax.
- The employer must also make an “in kind” contribution toward the cost of training, as follows: 1) 100 or fewer employees, at least 50% of the ETP-funded amount; 2) more than 100 employees, at least 100% of the ETP-funded amount.
- The employer must provide union letters of support for employees who are represented. The employer should also be able to show how the training will enhance job security and improve opportunities for advancement.
- A single employer must establish the need for the particular training curriculum proposed.
- The employer must establish its ongoing commitment to training and represent that ETP funds will not displace existing resources.
- All single employer contracts are capped at \$500,000.

These features apply to core program funding.

Multiple Employer Contractor

A Multiple Employer Contractor (MEC) may be a group of employers or a training agency, or a Workforce Investment Board.

- Up to 8% of program costs may be approved as additional funding for recruitment, placement and assessment activities. For New Hire training, the MEC may receive up to another 4% (total 12%). These costs must be justified.
- The project may be retraining or new hire training, or a combination of both. Training may take place at the worksite or a training center, or both.
- All MECs are capped at \$600,000 and are limited to one contract per Fiscal Year.

Retraining

- Training hours for retrainees are capped at 200. The Panel may modify this cap for good cause on a case-by-case basis.
- The MEC must provide union letters of support for represented employees.
- The MEC must make an “in kind” contribution toward the cost of training, of at least 50% of the ETP-funded amount. These contributions may consist of:
 - 1) wages/benefits paid during training by participating employers;
 - 2) development, recruitment, placement, and assessment costs; and,
 - 3) facility and material expenses.
- The MEC must provide a list of participating employers to demonstrate actual employer demand for the occupational skills in the curriculum.
- The MEC must have a core group of participating employers for at least 80% of the training plan.
- Participating employers must be subject to the Employment Training Tax.
- Participating employers must demonstrate an ongoing commitment to training, and represent that ETP funds will not displace existing resources.

New Hire Training

- Training hours are capped at 260. The Panel may modify this cap for good cause on a case-by-case basis.
- The MEC must have a plan for recruiting trainees and participating employers. As part of this plan, the MEC must have an advisory board of participating employers qualified to provide guidance on needed occupational skills.
- Training must be for job-related skills that apply to specific occupations in a given industry or to specialized occupations across an industry spectrum.
- For all occupations, the MEC should be able to show a statewide or local shortage of skilled workers.

These features apply to core program funding.

Delegation Order Process

- The Panel has delegated authority to the Executive Director, without consultation with the Panel Chair, to approve (1) small business (100 or fewer employees) for \$75,000 or less, and (2) single proposals for \$75,000 or less.
- This procedure allows projects to be approved on a flow basis. This process recognizes the need for just-in-time training, and reduces or eliminates the need for a Consent Calendar.
- An ETP130 and Curriculum is prepared for each proposal. They are reviewed and approved after the Executive Director signs off. The effective date will be the date specified by the Field Analyst and if no date is specified, the earliest effective date of contract is the day after the project is approved by the Executive Director.
- A copy of approved Delegation Orders is included in each month's Panel Packet, for projects approved prior to the Panel meeting, as an information item.



Memorandum

Employment Training Panel

To: Panel Members

Date: October 23, 2020

From: Reg Javier, Executive Director

File:

Subject:

Action Item: Announcing Awardees of the 2020 Paid Family Leave Small Business (PFL SB) Grant

This year is the first year of the PFL SB Grant. This grant will provide small businesses with under 10 employees \$500 per employee who is out on leave utilizing the Paid Family Leave program to either bond with a new child or to take care of a sick family member. The small businesses can use the \$500 funds to train, market for, or to hire someone to cover the duties of the employee who is out on PFL.

The application period for this year's grant was Thursday, October 15, 2020. We received one (1) application. The application was scored and scoring results are presented below. Here is the applicant, their requested funding amount, and their application score:

Applicant	Requested Funding	Score
Central Valley Hispanic Chamber of Commerce	\$500,000	91 out of 100.

For the \$500,000 that remains to be rewarded for this grant this FY, ETP is exploring looking for likely candidates to help with this work in other areas of the state, and also to partner with EDD's Disability Branch for assistance with identifying eligible small businesses to participate in this grant. We are also considering setting up a system where ETP will be the sole source of funding dissemination for the remaining grant funds this year, and if that approach proves successful, in continuing that approach in following years.

Action Item Request: Staff is requesting approval of awarding Central Valley Hispanic Chamber of Commerce with their request amount of \$500,000.



**COVID Rapid Reemployment and Retraining Pilot
Training Proposal for:
Apeel Technology, Inc. dba Apeel Sciences**

Contract Number: ET21-0190

Panel Meeting of: October 23, 2020

ETP Regional Office: North Hollywood

Analyst: M. Paccarelli

PROJECT PROFILE

Contract Attributes:	COVID Retrainee Priority Rate Job Creation Initiative SET	Industry Sector(s):	Manufacturing (E) Agriculture (11) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Santa Barbara	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Number of Employees in:	CA: 232	U.S.: 256	Worldwide: 293
<u>Turnover Rate:</u>	2%		
<u>Managers/Supervisors:</u> (% of total trainees)	20%		

FUNDING DETAIL

In-Kind Contribution:
\$250,000

Total ETP Funding
\$200,000

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage
				Class / Lab	CBT		
1	Retrainee Job Creation Initiative Priority Rate SET	Other Titles (COVID Training Bundle)	100	4-4	0	\$2,000	\$17.50
				Weighted Avg: 4			

Minimum Wage by County: Job Number 1: \$17.50 per hour (COVID Statewide)

Health Benefits: Yes No This is employer share of cost for healthcare premiums – medical, dental, vision.

Used to meet the Post-Retention Wage?: Yes No Maybe

Although employer provides health benefits, they are not being used to meet Post-Retention Wage.

Wage Range by Occupation (Jobs 1 and 2)

Occupation Titles	Wage Range	Estimated # of Trainees
Operations Staff		2
Engineering Staff		55
People & Culture Staff		10
Technology Staff		13
Manager/Supervisor		20

INTRODUCTION

Founded in 2012, Apeel Technology, Inc. dba Apeel Sciences (Apeel) (www.apeelsciences.com) provides plant-derived technology extending the shelf life of produce. This involves adding a layer of plant-derived protection to the surface of fresh produce to slow water loss and oxidation, which are the factors that cause spoilage. Produce with Apeel stays fresh two to three times longer, promoting more sustainable growing practices, better quality food, and less food waste. This technology has been proven effective at minimizing food waste and reducing the rate of spoilage for dozens of USDA Certified Organic and conventional produce categories.

For growers, suppliers, and retailers, Apeel is the only post-harvest solution that creates an optimal microclimate inside every piece of produce, which leads to extended shelf life and transportability with reduced reliance on refrigeration and controlled atmosphere. Apeel works with partners ranging from smallholder farmers and local organic growers to the world's largest food brands and retailers. This will be Apeel's second ETP Contract and the second within the last five years.

The proposed training is funded under the COVID Pilot program.

Veterans Program

Apeel employs a number of Veterans at its California sites. The Company does not have a formal Veterans outreach program; however, all qualified Veteran candidates are encouraged to apply for positions through the normal company hiring policy.

PROJECT DETAILS

Retrainee - Job Creation

The Panel offers incentives to companies that commit to hiring new employees. Training for newly-hired employees will be subject to a lower post-retention wage. This proposal's post retention wage will reflect \$17.50 as per the COVID Pilot Guidelines.

In this COVID Pilot proposal, Apeel will hire 100 employees in newly-created positions in Job Number 1. The date-of-hire for trainees will be within the three-month period before contract approval or within the term-of contract.

The Job Creation newly hired workers in this proposal will be in addition to the Job Creation trainees in its current project. The approved proposal at the July 2020 Panel Meeting was a Critical project recommended by the Governor's Office of Business and Economic Development (GO-Biz). Apeel's initial plan with GO-Biz was to hire up to 900 new hires within the next two years; however, only 516 will be funded in the project due to ETP's limited funds. This proposal will allow Apeel to train an additional 100 new hires.

Due to the increasing demand of the food supply chain which surged during the COVID-19 pandemic, there is a significant need for Apeel to increase its workforce. The proposed training will be different from its first and current active project (ET21-0131). Training will be provided to new employees who have no experience in the industry. The training will be an introduction to the food industry as well as COVID-19 safety.

Training Plan

Training will be delivered via Classroom/Laboratory (Class/Lab) or E-Learning in the following:

COVID Training Bundle: Training will be offered to all occupations in COVID-19, product training, food handling and safety, and sustainability environmental impact.

Special Employment Training

Under Special Employment Training (SET), the participating employer is not required to demonstrate out-of-state competition.

➤ **Wage**

Trainees qualify for the ETP COVID Pilot Minimum Wage of \$17.50 per hour statewide.

➤ **Retention Modification**

Under the COVID-19 Pilot, the Panel may modify the retention period for these trainees to a minimum of 20 hours per week of employment for 90 days.

Commitment to Training

Apeel spends approximately \$700,000 for staff training and development annually. Training included new hire orientation, business related and industry specific skills, State-mandated training, and elective courses for personal enrichment. ETP funds will not displace the existing financial commitment to training. Safety training is provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

Apeel's Director of Learning and Development will be responsible for overseeing all aspects of the contract and will lead a team of five staff members who will provide training and manage internal administration. Apeel has a detailed training schedule in place and is ready to begin training upon Panel approval. An outside administrative consultant has also been retained to ensure that all training records meet ETP compliance.

Alternative Recordkeeping

The Company will be using an ETP approved alternative recordkeeping process for this project.

RECOMMENDATION

Staff recommends approval of this proposal.

ACTIVE PROJECTS

The following table summarizes Contractor's performance under an active ETP Contract:

Contract No.	Approved Amount	Term	No. Trainees (Estimated)	No. Completed Training	No. Retained
ET21-0131	\$599,472	07/27/20-07/26/22	742	0	0

Based on ETP Systems, 479 reimbursable hours have been tracked for potential earnings of \$11,017 (2% of approved amount).

DEVELOPMENT SERVICES

Apeel retained Aescher Associates in Pasadena to assist with the development of this proposal at no cost.

ADMINISTRATIVE SERVICES

Apeel also retained Aescher Associates to perform administrative services in connection with this proposal for a fee not to exceed 12% of payment earned.

TRAINING VENDORS

To Be Determined

Exhibit B: Menu Curriculum

Class/Lab Hours

4-4

Trainees may receive any of the following:

OTHER TITLES (COVID TRAINING BUNDLE)

- COVID-19 Safety
- Product Training
- Food Handling & Safety
- Sustainability Environmental Impact

Note: Reimbursement for retraining is capped at 4 total training hours per trainee, regardless of the method of delivery.



COVID Rapid Reemployment and Retraining Pilot
Training Proposal for:
California Manufacturing Technology Consulting
Contract Number: ET21-0193

Panel Meeting of: October 23, 2020

ETP Regional Office: North Hollywood

Analyst: M. Reeves

PROJECT PROFILE

Contract Attributes:	COVID Retrainee Job Creation Initiative SET	Industry Sector(s):	MEC (H) Manufacturing (33) Aerospace Related Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Statewide	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Turnover Rate:	20%		
Managers/Supervisors: (% of total trainees)	20%		

FUNDING DETAIL

Program Costs	+	Support Costs	=	Total ETP Funding
\$200,000		N/A		\$200,000

In-Kind Contribution:		\$118,800
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TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage
				Class / Lab	CBT		
1	COVID Retrainee Job Creation Initiative SET	Other Titles (COVID Training Bundle)	100	4-4	0	\$2,000	\$17.50
				Weighted Avg: 4			

Minimum Wage by County: \$17.50 per hour (COVID/Statewide)

Health Benefits: Yes No This is employer share of cost for healthcare premiums – medical, dental, vision.

Used to meet the Post-Retention Wage?: Yes No Maybe

Participating employers may use up to \$2.50 per hour in health benefits to meet the Post-Retention Wage.

Wage Range by Occupation		
Occupation Titles	Wage Range	Estimated # of Trainees
Administrative Staff		3
		3
		7
Technical Staff		6
		8
		16
Production Staff		18
		8
		9
Sales Staff		2
		2
		6
Manager/Supervisor		1
		9
		2

INTRODUCTION

This proposal is developed in accordance with the COVID Pilot program guidelines to support the hiring of workers, as well as support industries critical to the health and welfare of Californians and the reopening of the economy during the COVID-19 pandemic. The COVID Pilot is funded under ETP Special Employment Training.

Established in 1992, California Manufacturing Technology Consulting (CMTC) (www.cmtc.com) is a private non-profit corporation affiliated with the US Department of Commerce, National Institute

of Standards and Technology's Hollings Manufacturing Extension Partnership program to assist small and medium-sized manufacturers in California improve their operational efficiencies and global competitiveness. CMTC's mission is to create solutions for manufacturing growth and profitability supporting a thriving manufacturing sector in California. Participating employers are from all manufacturing sectors. Training provided to employers supports increased sales, investment and profits, creates and retains jobs, and improves productivity for business growth.

CMTC has strong partnerships with regional and state organizations and works with key industry associations to assure an effective and efficient program. In the proposed project, CMTC's focus will be to serve manufacturers that are hiring and/or rehiring employees due to the COVID-19 pandemic. This will be CMTC's 20th ETP Agreement, and the sixth within the last five years.

Veterans Program

Although there is no Veterans component in this project, some participating employers have a hiring preference for Veterans, have Veterans on staff, and may include Veterans in the proposed trainee population.

Retrainee-Job Creation

Participating employers will hire/rehire 100 employees across all occupations. The date-of-hire for trainees will be within the three-month period before contract approval or within the term-of-contract. These trainees will be hired into "net new jobs" as a condition of contract. The recall or rehire of laid-off workers (backfilling) is allowed, with justification to show that the employer is renewing a workforce that was reduced due to economic conditions or other reasons leading to attrition.

Special Employment Training

Under SET, the participating employer is not required to demonstrate out-of-state competition.

- Wage

Trainees qualify for the ETP COVID Pilot Minimum Wage of \$17.50 per hour statewide, with the possibility of using \$2.50 in health benefits to meet the minimum wage.

- Retention Modification

Under the COVID-19 Pilot, the Panel may modify the retention period for these trainees to a minimum of 20 hours per week of employment for 90 days.

PROJECT DETAILS

The COVID-19 Pandemic has brought a number of new challenges to manufacturers that were already facing skilled workforce shortages. CMTC is finding that several small manufacturing clients within the designated business sectors of ETP's COVID Pilot program have experienced a negative impact on sales and are streamlining production to reduce costs. Many of these manufacturers were forced to implement layoffs or furloughs to survive the COVID effects on their businesses, but are now beginning to rehire and stabilize their operations.

Newly hired and/or returning workers will require cross-training to perform new tasks to account for modifications in production processes and absences/reductions in workforce. In addition to continuous improvement, quality management and information systems training, workplace safety

has taken on intensified importance due to COVID-19. Therefore, workers must receive extensive training on the best practices and safety protocols of manufacturing goods in a COVID-safe environment.

Training Plan

The following training will be delivered via Class/Lab and E-Learning delivery methods:

COVID Training Bundle: Training will be offered to all occupations. Training will focus on new processes, procedures, and action plans to assist employers seeking to resume and grow their operations. The proposed curriculum is designed to support a safe, clean work environment and mitigate the risk of further fallout from COVID-19. Topics include Personal Protective Equipment (PPE), Self-Distancing, Cleaning and Disinfecting, Good Manufacturing Practices, Clean Room Technology, and Environmental Health and Safety.

Tuition Reimbursement

CMTC represents that students enrolled in the ETP-funded program will not be charged tuition, fees, or any other costs associated with training. The representation will be made a condition of the Contract.

Commitment to Training

ETP funds will not displace the existing financial commitment to training of participating employers. Most companies provide job-specific skills and informal on-the-job training. Safety training is provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

As a repeat ETP contractor, CMTC has established a robust system for administering its contracts and has a Training Manager in place to oversee project administration. CMTC has five dedicated full-time staff members who will coordinate training implementation and project administration.

Training will be conducted at participating employers' worksites. Approximately 75% of the training will be delivered by CMTC staff and the remainder will be provided by contractors with environmental health and safety expertise. CMTC has a training schedule in place and is prepared to commence training upon contract approval.

RECOMMENDATION

Staff recommends approval of this proposal.

ACTIVE PROJECTS

The following table summarizes performance by CMTC under an active ETP Contract:

Contract No.	Approved Amount	Term	No. Trainees (Estimated)	No. Completed Training	No. Retained
ET19-0336	\$1,799,699	12/10/18 – 03/09/21	1,199	743	376

Based on ETP Systems, 47,835 reimbursable hours have been tracked for potential earnings of \$1,329,813 (74% of approved amount). However, CMTC projects final earnings of 100%.

PRIOR PROJECTS

The following table summarizes performance by CMTC under ETP Contracts that were completed within the last five years:

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
ET18-0145	Statewide	12/11/17 – 12/10/19	\$949,690	\$949,690 (100%)
ET17-0254	Statewide	11/01/16 – 10/31/18	\$949,850	\$949,850 (100%)
ET16-0116	Statewide	08/01/15 – 07/31/17	\$1,999,745	\$1,999,745 (100%)
ET15-0139	Statewide	07/07/14 – 07/06/16	\$1,249,990	\$1,249,990 (100%)

DEVELOPMENT SERVICES

N/A

ADMINISTRATIVE SERVICES

N/A

TRAINING VENDORS

The following vendors have been retained to provide training for an amount to be determined:

M.R.S. OSHA Safety, Inc. (Lake Elsinore) – Environmental Health & Safety Training
PCS Consultants, Inc. (Ontario, CA) – Environmental Health & Safety Training

Other trainers will be identified as they are retained.

Exhibit B: Menu Curriculum**Class/Lab/E-Learning Hours**

4 - 4 Trainees may receive any of the following:

OTHER TITLES (COVID TRAINING BUNDLE)

- Personal Protective Equipment (PPE)
- Self-Distancing
- Cleaning and Disinfection
- Monitor and Detection
- Protocols for “Suspected” infection
- Shift Changes
- Signage
- Industry-specific environmental health and safety
- Cyber awareness
- Threat types
- Threat vectors
- How to recognize and prevent cyber intrusion to protect personal and company information/resources
- Teams and Team Building
- Problem Solving
- Communication Skills
- Leadership Skills
- Leading Change
- Lean Manufacturing
- Safe Quality Food (SFQ)
- Environmental Management System (EMS) Implementation
- Quality Management Systems
- Quality Inspection
- Supply Chain Optimization
- Production and Inventory Management
- Sales Skills
- Goal Setting
- Project Management
- Global Business and Exporting
- New Product Development
- Electronic Commerce and eBusiness
- Microsoft Office (Intermediate/Advanced)
- Database Management
- CAD/CAM Software Training
- SolidWorks
- Soldering
- Blueprint Reading
- Shop Math and Geometric Dimensioning & Tolerancing
- CNC Programming
- Additive Manufacturing
- Productions Skills
- Equipment Operation
- FDA Good Manufacturing Practices (cGMP)

- Clean Room Technology
- Writing Standard Operating Procedures (SOPs)
- Requirements for Device Safety
- Manufacturing Logistics Management
- Flexible-hybrid electronics
- Robotics

Note: Reimbursement for retraining is capped at 4 total training hours per trainee, regardless of the method of delivery.

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: California Manufacturing Technology Consulting
Reference No: 20-0652

CCG No.: ET21-0193
Page 1 of 2

ALPHABETIZE BY COMPANY NAME

Company: AFC Trading & Wholesale Inc.

Priority Industry? Yes No

Address: 4738 Valley Blvd.

City, State, Zip: Los Angeles, CA 90032

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 10

Total # of full-time company employees worldwide: 40

Total # of full-time company employees in California: 40

Company: Better Nutritionals, LLC

Priority Industry? Yes No

Address: 17120 S. Figueroa Street, Suite B

City, State, Zip: Gardena, CA 90248

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 20

Total # of full-time company employees worldwide: 60

Total # of full-time company employees in California: 60

Company: Canine Caviar Pet Foods DE, Inc.

Priority Industry? Yes No

Address: 4131 Tigris Way

City, State, Zip: Riverside, CA 92503

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 7

Total # of full-time company employees worldwide: 25

Total # of full-time company employees in California: 25

Company: Grimmway Enterprises Inc.

Priority Industry? Yes No

Address: 12020 Malaga Road

City, State, Zip: Arvin, CA 93203

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 8

Total # of full-time company employees worldwide: 30

Total # of full-time company employees in California: 30

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: California Manufacturing Technology Consulting
Reference No: 20-0652

CCG No.: ET21-0193
Page 2 of 2

Company: InnoSense LLC

Priority Industry? Yes No

Address: 2531 W. 237th Street, Suite 127

City, State, Zip: Torrance, CA 90505

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 5

Total # of full-time company employees worldwide: 24

Total # of full-time company employees in California: 24

Company: Rice Field Corporation

Priority Industry? Yes No

Address: 14500 E. Valley Blvd.

City, State, Zip: City of Industry, CA 91746

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 12

Total # of full-time company employees worldwide: 45

Total # of full-time company employees in California: 45



COVID Rapid Reemployment and Retraining Pilot

Training Proposal for:

Center for Social Dynamics

Contract Number: ET21-0195

Panel Meeting of: October 23, 2020

ETP Regional Office: San Francisco Bay Area

Analyst: L. Bellamy

PROJECT PROFILE

Contract Attributes:	COVID Retrainee Job Creation Initiative SET Priority Rate Medical Skills Training	Industry Sector(s):	Services (G) Healthcare (62) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Alameda	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Number of Employees in:	CA: 170	U.S.: 180	Worldwide: 180
<u>Turnover Rate:</u>	12%		
<u>Managers/Supervisors:</u> (% of total trainees)	10%		

FUNDING DETAIL

In-Kind Contribution
\$200,000

Total ETP Funding
\$200,000

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage
				Class / Lab	CBT		
1	COVID Retrainee Job Creation Initiative SET Medical Skills Training	Other Titles (COVID Training Bundle)	100	4-4	0	\$2,000	\$17.50
				Weighted Avg: 4			

Minimum Wage by County: COVID/SET/Statewide: \$17.50 per hour.

Health Benefits: Yes No This is employer share of cost for healthcare premiums – medical, dental, vision.

Used to meet the Post-Retention Wage?: Yes No Maybe

CSD Wage Range by Occupation

Occupation Titles	Wage Range	Estimated # of Trainees
Behavior Specialist		80
Clinical Leader		10
Clinical Leader Intern		5
Clinical Director		5

INTRODUCTION

Founded in 2012 and headquartered in Alameda, Center for Social Dynamics (CSD) (www.centersocialdynamics.com) works with individuals with autism from early intervention through adulthood to assist in developing skills to maximize social participation and maintain as much independence as possible. The Company uses a customized, evidence-based healthcare model developed from leading practitioners in the field. ETP-funded training will be delivered in Alameda at its headquarters' office.

This will be CSD's second ETP project, and it's second within the last 5 years. In this proposal, CSD recognizes the necessity to train staff with standardized and upgraded skills to provide competent and safe patient care to keep up with the vast increase in Autism. This is funded under the COVID Pilot program.

COVID-19 Priority Status

CSD has been designated as a COVID-19 related Priority Industry based on a list, provided by the Governor, of critical and essential industries that are vital to the continued health and safety of the California public, and to the maintenance of our economy.

CSD is deemed essential during COVID-19 because there assistance in treatment of individuals with Autism is part of a requirement for health plans to offer.

Veterans Program

Although there is not a separate Veterans' Job Number in this proposal, CSD is committed to veteran inclusion and encourages veterans to apply for positions within the Company.

Retrainee - Job Creation

Due to an increased patient load, CSD will hire 100 net-new employees (Job Number 1). The date-of-hire for trainees will be within the three-month period before contract approval or within the term-of-contract. These trainees will be hired into "net-new jobs" as a condition of contract.

PROJECT DETAILS

A Centers for Disease Control (CDC) study in 2012 states that Autism has increased 120% over the last 15 years, from 1 in 150 to 1 in 68. According to the National Research Council, there is a shortage of medical professional expertise and experience in the Autism field. This proposal will prepare new and existing allied healthcare professionals with standardized and upgraded skills to provide competent and safe patient care. The vocational skills provided will also meet the needs of a constantly changing healthcare system.

Additionally, the passage of California legislation SB126 in 2013 requiring insurance carriers to include medical services for Autistic patients is increasing demand. Consequently, the Company has expanded statewide by growing to 180 employees in its eight years of existence. CSD expects to hire over 200 new employees in the next 12 months to keep up with its demand.

Training Plan

Training will be delivered via Class/Lab and E-Learning in the following:

Other Titles (COVID Training Bundle): Training will be offered to all occupations in courses like Central Reach (Computer Skills); Autism Core Knowledge, Coping Skills, Nonviolent Crisis Intervention Flex Training; Interdisciplinary Approach, Principles of Applied Behavior Analysis and Positive Behavior Supports.

Special Employment Training

Under Special Employment Training (SET), the participating employer is not required to demonstrate out-of-state competition.

➤ **Wage Modification**

Trainees qualify for the ETP COVID Pilot Minimum Wage of \$17.50 per hour statewide.

➤ **Retention Modification**

Under the COVID-19 Pilot, the Panel may modify the retention period for these trainees to a minimum of 20 hours per week of employment for 90 days. CSD requests this retention modification.

Frontline Managers/Supervisors

The Managers and Supervisors in the proposal are frontline workers and do not set company policy.

Commitment to Training

CSD's statewide training expenditures is \$20,000. The Company currently provides anti-harassment, safety health and environmental, conflict resolution and diversity training companywide. ETP funds will not displace CSD's existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

CSD's Director of Human Resources (dedicated administrator) will oversee this project. ETP-funded training will be delivered by the Training Operations Manager and eight in-house experts. Additionally, CSD has retained Training Refund Group (TRG) to assist with its ETP administration and coordination with ETP staff.

RECOMMENDATION

Staff recommends approval of this proposal.

PRIOR PROJECTS

The following table summarizes Contractor's performance under an ETP Contract that was completed within the last five years:

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
ET17-0364	Alameda, Solano, Santa Clara, Sacramento, San Mateo, Santa Cruz, Stanislaus	12/31/16- 12/30/18	\$99,840	\$17,527 (18%)*

*CSD prior poor performance was due to the expectation that its part-time employees would become fulltime at ETP's requirement of 35 hours per week. However, when many of CSD's employees decided to stay at 20 hours per week, they were ineligible to be submitted for reimbursement causing the underperformance. CSD is confident in its ability to perform well now due to the current COVID Pilot project guidelines being set at a minimum of 20 hours per week instead of 35, and the Company's expectation to hire over 250 employees in the next year.

DEVELOPMENT SERVICES

TRG in Anaheim assisted with development of this proposal at no cost.

ADMINISTRATIVE SERVICES

TRG will also perform administrative services for a fee not to exceed 13% of payment earned.

TRAINING VENDORS

N/A

Exhibit B: Menu Curriculum**Class/Lab/E-Learning Hours**

4-4

Trainees may receive any of the following:

OTHER TITLES (COVID Training Bundle)

- Advance Directive
- Annual Policy Review
- Autism Core Knowledge
- Basic Life Support
- Behaviors
- Bloodborne Pathogens
- Case Assignments
- Central Reach
- Collecting Client Signatures-Post Conversion
- Coping Skills
- Data Collection and Evaluation
- Debriefing
- Discrete Trial Teaching
- Exposure Control Plan & Illness Policy
- Fraud, Waste & Abuse Policy
- Functional Analysis
- HIPAA and Confidentiality
- Incident Reporting Policy
- Interdisciplinary Approach
- Later Sessions
- Legal and Ethical Considerations
- Let's Focus on Relationships
- Mandated Reporter Training
- Modification Requests
- Nonviolent Crisis Intervention Flex Training
- Objective vs. Subjective Language Practice
- Patient Grievance Procedure
- Patient Rights
- Person Centered Planning
- Philosophy, Values, and Advocacy
- Positive Behavior Supports
- Preparing for Session(s)
- Principles of Applied Behavior Analysis
- Principles of working with Autism Effectively
- Session Note Practice
- Session Note Template and Visual Guide
- Session Planning
- Treating Individuals with Challenging Behaviors
- Treatment Priorities and Focus of Treatment
- Understand Autism-CSD's Approach
- Understanding Autism
- Writing Session Notes
- Your First Session(s)

Note: Reimbursement for retraining is capped at 4 total-training hours per trainee, regardless of the method of delivery.



COVID RAPID REEMPLOYMENT RETRAINING PILOT

Training Proposal for:

Cepheid

Contract Number: ET21-0191

Panel Meeting of: October 23, 2020

ETP Regional Office: San Francisco Bay Area

Analyst: S. Wang

PROJECT PROFILE

Contract Attributes:	COVID Retrainee Job Creation Initiative Priority Rate SET	Industry Sector(s):	Manufacturing (E) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Santa Clara, San Joaquin	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Number of Employees in:	CA: 19,500	U.S.: 39,500	Worldwide: 59,000
<u>Turnover Rate:</u>	9%		
<u>Managers/Supervisors:</u> (% of total trainees)	10%		

FUNDING DETAIL

In-Kind Contribution
\$200,000

Total ETP Funding
\$200,000

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage
				Class / Lab	CBT		
1	COVID Retrainee Job Creation Initiative Priority Rate SET	Other Tiles (COVID Training Bundle)	100	4-4	0	\$2,000	\$17.50
				Weighted Avg: 4			

Minimum Wage by County: Job Number 1 (COVID/Statewide/SET): \$17.50 per hour.

Health Benefits: Yes No This is employer share of cost for healthcare premiums – medical, dental, vision.

Used to meet the Post-Retention Wage?: Yes No Maybe

Although employer provides health benefits, they are not being used to meet Post-Retention Wage.

Wage Range by Occupation

Occupation Titles	Wage Range	Estimated # of Trainees
Administrators		4
		6
Engineers		50
Production Workers		9
		17
		4
Managers / Supervisors		10

INTRODUCTION

Founded in 1996 and headquartered in Sunnyvale, Cepheid (www.cepheid.com) is a subsidiary of Danaher Corporation. Cepheid develops, manufactures, and markets molecular-testing systems for the detection of organisms and genetic-based diseases. By automating highly complex and time-consuming (manual) procedures, the Company's solutions deliver an improved way for institutions of any size to perform sophisticated-genetic testing. This allows institutions to achieve fast and actionable test results for treatment of infectious diseases and cancer. ETP-funded training will be delivered to trainees at its Sunnyvale and Lodi facilities.

This will be Cepheid's fourth ETP Contract, and its fourth in the last five years. Cepheid's products are sold to clinical and non-clinical markets such as hospitals, health clinics research labs, and other healthcare institutions. This is funded under the COVID Pilot program.

COVID-19 Priority Status

Cepheid has been designated as a COVID-19 related Priority Industry based on a list, provided by the Governor, of critical and essential industries that are vital to the continued health and safety of the California public, and to the maintenance of our economy.

Cepheid is essential because the company is currently developing test to help fight the spread of COVID-19.

Veterans Program

Cepheid works with a third-party, Orion Talent, to recruit and hire veterans. The Company reports that Orion has assisted them in filling machinist and inspector positions. While Cepheid will continue its commitment to hire veterans, it is not requesting a Veteran's Job Number.

Retrainee - Job Creation

In this proposal, the Company will hire 100 net-new employees (Job Number 1) to meet its business capacity on the development of new products. The date-of-hire for trainees will be within the three-month period before contract approval or within the term-of-contract. These trainees will be hired into "net-new jobs" as a condition of contract.

The Panel offers incentives to companies that commit to hiring new employees. Training for newly-hired employees will be subject to a lower post-retention wage, and this proposal's post-retention wage will reflect \$17.50.

PROJECT DETAILS

Training will focus on new testing products to be delivered to its customer base. On June 9, 2020, Cepheid announced the development of a next-generation test to assist globally in the fight against the spread of COVID-19 during the upcoming respiratory virus season. The Xpert® Xpress SARS-CoV-2/Flu/RSV (four-in-one test) is expected to deliver qualitative detection of SARS-CoV-2, Flu A, Flu B and RSV from a single-patient sample. The test is designed for use on any of Cepheid's GeneXpert® Systems placed worldwide, with results expected in as little as 35 minutes.

Additionally, the Company adopted new policies and procedures dedicated to preparing and protecting against the transmission of COVID-19 at its facilities and in the local communities. Some of the measures include: requiring those who are able to work from home to do so and restricting access to campuses only to personnel needed to carry out essential business, implementing social distancing and additional cleanings throughout the manufacturing facilities, and working closely with appropriate health authorities and fully complying with applicable federal, state, and local government regulations.

Training Plan

Training will be delivered via Classroom/Laboratory (Class/Lab) or E-Learning in the following:

COVID Training Bundle: Training will be offered to all occupations on related safety training that include courses in Pandemic Awareness, Risk Management and Waste Management, and CAPA (Corrective and Prevention Action Policy).

Commitment to Training

Cepheid's annual statewide training expenditure in California is estimated to be \$1,250,000. Cepheid funds all training in OSHA and FDA-mandated safety regulations, rudimentary job skills, new hire orientation, basic desktop training, ethics, compliance and management and executive development. ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

Cepheid's Production Manager (dedicated administrator) will oversee all ETP-funded training. Training will be administered under its Training and HR departments, which oversees the workforce training across the organization and operates under the direction of a Vice President. ETP training will be delivered by several in-house subject-matter experts ranging from Managers/Supervisors, Engineers, and Technicians. There will be several full-time administration training personnel and one management employee assigned to this project who will work with its third-party administrator (Herrera & Company) and with ETP.

Electronic Recordkeeping/LMS

Staff has reviewed and approved the Company's Learning Management System.

RECOMMENDATION

Staff recommends approval of this proposal.

ACTIVE PROJECTS

The following table summarizes Contractor's performance under an active ETP Contract:

Contract No.	Approved Amount	Term	No. Trainees (Estimated)	No. Completed Training	No. Retained
ET20-0208	\$506,000	12/23/19-12/22/21	550	0	0

Based on ETP systems, 175 reimbursable hours have been tracked for potential earnings of \$4,025(1% of approved amount). The Contractor projects final earnings of 100% based on training currently committed to by employers and in progress through December 2021.

PRIOR PROJECTS

The following table summarizes Contractor's performance under an ETP Contract that was completed within the last five years:

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
18CS-0039	Lodi and Sunnyvale	9/5/17 – 9/4/19	\$749,580	\$532,150.50 (71%)*
ET16-0148	Lodi and Sunnyvale	9/8/15 – 9/7/17	\$569,640	\$558,247 (98%)

*18CS-0039: The 71% earning rate was attributed to high-production demands at Cepheid's Lodi location. Lodi manufacturing employees were not able to complete training assignments due to extreme production needs.

DEVELOPMENT SERVICES

The Company retained Herrera & Company in Stockton to assist with the development of this proposal for no fee.

ADMINISTRATIVE SERVICES

Herrera & Company was also retained to perform administrative services in connection with this proposal for an amount not to exceed 13% of payment earned.

TRAINING VENDORS

To Be Determined

Exhibit B: Menu Curriculum**Class/Lab/E-Learning Hours**

4-4

Trainees may receive any of the following:

OTHER TITLES (COVID Training Bundle)

- CAPA (Corrective and Preventive Action Policy)
- Chemical Hazards Communication Standards
- Computer Skills
- Continuous Improvement
- Danaher Business Systems
- Management Development
- Pandemic Awareness
- Professional Development
- Quality Fundamentals / Core Skills
- Restricting of Hazardous Substances
- Risk Management and Waste Management

Note: Reimbursement for retraining is capped at 4 total-training hours per trainee, regardless of the method of delivery.



COVID Rapid Reemployment and Retraining Pilot
Training Proposal for:
Diamond Foods, LLC
Contract Number: ET21-0201

Panel Meeting of: October 23, 2020

ETP Regional Office: Sacramento

Analyst: D. Jordan

PROJECT PROFILE

Contract Attributes:	COVID Job Creation Initiative SET	Industry Sector(s):	Manufacturing (E) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	San Joaquin	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Teamsters 856 Food Processing Division		
Number of Employees in:	CA: 459	U.S.: 500	Worldwide: 700
<u>Turnover Rate:</u>	10%		
<u>Managers/Supervisors:</u> (% of total trainees)	N/A		

FUNDING DETAIL

In-Kind Contribution
\$200,000

Total ETP Funding
\$200,000

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage
				Class / Lab	CBT		
1	Retrainee Job Creation Initiative SET COVID	Other Titles (COVID-19 Bundle)	87	4-4	0	\$2,000	*\$13.00
				Weighted Avg: 4			
2	Retrainee Job Creation Initiative SET COVID	Other Titles (COVID-19 Bundle)	13	4-4	0	\$2,000	\$17.50
				Weighted Avg: 4			

*It will be made a condition of contract that trainees will never be paid less than the State or local minimum wage rate as in effect at the end of retention regardless of the wage expressed in this table. The highest minimum wage rate will prevail.

Minimum Wage by County: Job Number 1 (Collective Bargaining Agreement Wage): \$13.00 per hour.

*Job Number 1 will meet ETP’s Post-Retention Wage requirements with Collective Bargaining Agreement (CBA) wages.

Job Number 2 (COVID/Statewide): \$17.50 per hour

Health Benefits: Yes No This is employer share of cost for healthcare premiums – medical, dental, vision.

Used to meet the Post-Retention Wage?: Yes No Maybe

Up to \$1.50 per hour may be used to meet the Post-Retention Wage for Job Number 2.

Wage Range by Occupation		
Occupation Titles	Wage Range	Estimated # of Trainees
Job Number 1		
Maintenance Staff		5
Warehouse Staff		4
		8
Quality Control Technicians		4
Leads		1
Production Staff		10
		50
		5
Job Number 2		
Administrative Staff		4

		6
Customer Service Staff		1
		1
Information Technology Staff		1

INTRODUCTION

Founded in 1912 and headquartered in Stockton, Diamond Foods, LLC (Diamond Foods) (www.diamondfoods.com), produces and distributes an assortment of premium shelled and in-shell nut products. Products include walnuts, pecans, almonds, macadamias, pine nuts, hazelnuts, cashews, and pistachios produced in a variety of chop types under the brand name of Diamond of California. Products can be found in grocery stores and convenience stores throughout the country. Training will take place at the Company's location in Stockton. This is Diamond Foods' fourth ETP Contract and fourth in the last five years. This is funded under the COVID Pilot program.

Veterans Program

Diamond Foods employs a number of Veterans at its facility. In addition, the Company is establishing a working relationship with the Veterans Administration to conduct outreach programs in the areas where its production facility is located.

Union Support

Production Staff, Quality Control Technicians, Warehouse Staff, Maintenance Staff and Leads are represented by Teamsters 856 Food Processing Division. The union has submitted a letter of support for this training project.

PROJECT DETAILS

Retrainee - Job Creation

Diamond Foods has experienced an increase in consumer demand of products and a decrease in employee attendance due to the stay-at-home orders mandated by the state. The Company anticipates onboarding 100 additional staff in order to address the increase in demand. Training will focus on onboarding new staff and COVID-related safety protocols to ensure social distancing requirements are met while ensuring consumer demands are met.

Training Plan

Training will be delivered via Classroom/Laboratory or E-Learning in the following:

COVID Training Bundle: Training will be offered to all occupations on COVID19, Food Safety, Reliability Processes, Chemical Usage Training and Safety.

Special Employment Training

Under SET, the participating employer is not required to demonstrate out-of-state competition.

- Wage Modification

Trainees qualify for the ETP COVID Pilot Minimum Wage of \$17.50 per hour statewide, with the possibility of using \$2.50 in health benefits to meet the minimum wage per Collective Bargaining Agreement.

- Retention Modification

Under the COVID-19 Pilot, the Panel may modify the retention period for these trainees to a minimum of 20 hours per week of employment for 90 days.

Commitment to Training

Diamond Foods budgets approximately \$103,000 annually for training for each facility which includes new hire orientation, staff development, job specific training and safety training. ETP funds will not displace the Company's existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

Diamond Foods has designated the Director of Human Resources and an additional staff member to plan and oversee all aspects of training. These are the same individuals who oversaw the administration in the prior contract. The Company has a process in place to ensure all administrative duties are handled properly, with all unit managers aware of their responsibilities. Diamond Foods also retained the services of a third party subcontractor who will assist with all administrative requirements.

RECOMMENDATION

Staff recommends approval of this proposal.

ACTIVE PROJECTS

The following table summarizes Contractor's performance under an active ETP Contract:

Contract No.	Approved Amount	Term	No. Trainees (Estimated)	No. Completed Training	No. Retained
ET21-0112	\$449,836	07/01/2020 – 06/30/22	444	0	0

Based on ETP Systems, 0 reimbursable hours have been tracked for potential earnings (0% of approved amount). Training is occurring and the Contractor is currently in the process of uploading hours.

PRIOR PROJECTS

The following table summarizes Contractor's performance under ETP Contracts that were completed within the last five years:

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
18CS-0158-000	Stockton	12/18/17 – 12/17/19	\$371,087	\$320,287 (86%)
ET16-0118	Stockton	07/27/15 – 07/26/17	\$434,484	\$401,110 (92%)

DEVELOPMENT SERVICES

Diamond Foods retained Training Grants Intelligence Inc. in Suwanee, GA to assist with development for no fee.

ADMINISTRATIVE SERVICES

Diamond Foods also retained Training Grants Intelligence Inc. to perform administrative services in connection with this proposal for a fee not to exceed 13% of payment earned.

TRAINING VENDORS

To Be Determined

Exhibit B: Menu Curriculum**Class Lab/E-Learning Hours**

4 - 4

Trainees may receive any of the following:

- OTHER TITLES** (COVID Training Bundle)
- Assembly Procedures: Shipper Assembly
 - Bar Code Scanning System
 - Business Plans Annual Operations Plans
 - COVID19
 - Changeovers
 - Chemical Usage Training
 - Communication
 - Cross-Training Equipment and Processes
 - Data Entry/Keyboarding/Interface
 - Decision Making
 - ENewsletter
 - Electronic Data Interchange Software
 - Environmental Sustainability / Energy Conservation
 - Equipment Operation and Troubleshooting
 - Food Safety I
 - HAZMAT – Annual Refresher (8 hours)
 - HAZMAT – Complete Course (24 hours)
 - Hazardous Material Safety
 - Hazardous Materials Clean-up
 - Hazardous Materials Communications Skills
 - Hazardous Materials Handling
 - Hazardous Materials Identification/Labeling
 - Hazardous Materials Storage
 - Inspection
 - Intermediate and Advanced Microsoft Office
 - Inventory Control
 - Lab Equipment Trace Gains
 - Leadership Skills
 - Maintenance Training
 - Manufacturing Practices
 - Marketing Online
 - Material Safety Data Sheets
 - New Automation Implementation
 - OSHA 10 (OSHA Certified Instructor)
 - OSHA 30 (OSHA Certified Instructor)
 - Operating (Packaging and Processing)
 - Packaging Equipment
 - Packaging Maintenance
 - Palletizer
 - Predictive Maintenance
 - Preventive Maintenance
 - Problem Solving
 - Production Operations: Food Processing, Packaging

- Productivity Reporting Software
- Project Management
- Quality Control
- Quality Systems Assurance
- Reliability Processes
- Reporting
- Run Right Processes
- Running Preventive Maintenance
- Safety
- Safety Stand Downs
- Six Sigma Tools/LSS/ Kaizen Initiatives
- Social Media Content
- Software Skills
- Sorters
- Storm Water Pollution Prevention
- Team Building
- Team Development
- Testing
- Time Management
- Train the Trainer
- Warehousing
- Website Creation
- Work Orders Management Part Management

Note: Reimbursement for retraining is capped at 4 total training hours per trainee, regardless of the method of delivery.



TEAMSTERS 856

FOOD PROCESSING DIVISION | 745 E MINER AVE. | STOCKTON, CA 95202

(209) 948 2800 | WWW.TEAMSTERS856FPD.ORG



ASHLEY ALVARADO

Local 856 Food Processing
Division Director

September 25, 2020

Employment Training Panel
1100 J Street
Sacramento, CA 95814

Dear Panel Members,

We understand the Diamond Foods, LLC is requesting ETP funding. The proposed training plan for the specified members has our support. The approximate number of trainees from the following occupations will be participating in this project:

Exhibit E

The Union with respective Local(s) has received a Notice of Intent to train Collective Bargaining agreement represented workers. In accordance with ETP regulation 4404, the Notice of Intent contained the information regarding the proposed training, the impacted employee population, the labor organization opportunity to participate in the agreement's development, and the effective date of the application.

By way of this letter of support, the undersigned, as an authorized labor representative of the covered union workers during the period of training described above concurs with the proposal, inclusive of the specified training and the covered members in the training plan reviewed. Any restrictions to the support provided which are outside of the specifics of the training plan approved by the Panel are between the Contractor and the Union as a condition of continued support.

Sincerely,

A handwritten signature in black ink that reads "Maria Ashley Alvarado".

Maria Ashley Alvarado

Director of the Food Processing Division

Teamsters Local 856



Notice of Intent

Date: September 18, 2020

**Diamond Foods, LLC
Contact Information**

REF 20-0554

To: Teamsters 856 Food Processing Division

RE: Notice of Intent

Projected Effective Date of ETP Contract/Revision: October 1st, 2020

CBA Represented Workers: Maintenance Staff, Warehouse Staff, Quality Control Technicians, Leads, Production Staff

As a proposed Contractor requesting State of California Employment Training Panel funds, the following serves as a Notice of Intent in accordance with ETP regulation § 4404. Collective Bargaining Agreements, which states:

Prior to presenting an application for a proposed training project to the panel, the contractor shall notify the appropriate collective bargaining agent which represents workers for whom training is proposed of its intent to apply for Panel funding. The notice of intent shall contain the information regarding the proposed training, the impacted employee population, the name of the collective bargaining agent, and the effective date of the application.

Upon receipt of the notice of intent pursuant to subdivision (a), the labor organization representing effected workers shall notify the panel, in writing, of its concurrence with the contractor's proposal. The written notification shall be signed by an authorized representative of the collective bargaining agent and received by the panel prior to further development of the

agreement. The labor organization shall have the opportunity to participate in the agreement's development. REFERENCE: Section 10205(e), Unemployment Insurance Code.

1. Information Regarding the proposed training plan: (Attached / the following is information regarding the training plan)
2. Occupations & number of workers planned covered under the Collective Bargaining Agreement (CBA) as specified in the proposed training plan: (i.e. Field Staff)

Written concurrence with the contractor's proposal (In the form of a Union Support Letter) as specified above shall be on Union Local(s) letterhead and contain the following exhibit language to ensure the proposed Contractor's adherence with ETP Regulations:

Exhibit E

The Union with respective Local(s) has received a Notice of Intent to train Collective Bargaining agreement represented workers. In accordance with ETP regulation 4404, the Notice of Intent contained the information regarding the proposed training, the impacted employee population, the labor organization opportunity to participate in the agreement's development, and the effective date of the application.

By way of this letter of support, the undersigned, as an authorized labor representative of the covered union workers during the period of training described above concurs with the proposal, inclusive of the specified training and the covered members in the training plan reviewed. Any restrictions to the support provided which are outside of the specifics of the training plan approved by the Panel are between the Contractor and the Union as a condition of continued support.

Sincerely,

Hector Bolaños

Sr. Director of HR



COVID Rapid Reemployment and Retraining Pilot

Training Proposal for:

East Los Angeles Doctors Hospital Property Partnership, LP

Contract Number: ET21-0194

Panel Meeting of: October 23, 2020

ETP Regional Office: North Hollywood

Analyst: E. Wadzinski

PROJECT PROFILE

Contract Attributes:	COVID Job Creation Initiative SET	Industry Sector(s):	Services (G) Healthcare (62) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Los Angeles	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Number of Employees in:	CA: 1,902	U.S.: 1,902	Worldwide: 1,902
<u>Turnover Rate:</u>	8%		
<u>Managers/Supervisors:</u> (% of total trainees)	N/A		

FUNDING DETAIL

In-Kind Contribution
\$215,000

Total ETP Funding
\$200,000

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage
				Class / Lab	CBT		
1	Priority Retrainee Job Creation Initiative COVID SET	Other Titles (COVID Training Bundle)	100	4-4	0	\$2,000	\$17.50
				Weighted Avg: 4			

Minimum Wage by County: Job Number 1 (COVID/Statewide): \$17.50 per hour
Health Benefits: Yes No This is employer share of cost for healthcare premiums – medical, dental, vision.
Used to meet the Post-Retention Wage?: Yes No Maybe
 Up to \$2.50 per hour may be used to meet the Post-Retention Wage.

Wage Range by Occupation		
Occupation Titles	Wage Range	Estimated # of Trainees
Administration		2
		2
		1
Certified Nurse Assistant		10
Therapist/Technician		3
		2
Licensed Vocational Nurse		10
		10
Registered Nurse		60

INTRODUCTION

East Los Angeles Doctors Hospital Property Partnership, A California Limited Partnership (ELADH) (www.eladh.avantihospitals.com), located in East Los Angeles, is one of four acute care hospitals owned and operated by Avanti Hospitals. Founded in 2008, Avanti Hospitals is headquartered in El Segundo. In addition to ELADH, Avanti owns and operates Memorial Hospital of Gardena (Memorial Hospital) in Gardena, Coast Plaza Hospital (CPH) in Norwalk and Community Hospital of Huntington Park (CPHP) in Huntington Park. Training in the proposal includes the Contract holder ELADH and its affiliates, Memorial Hospital, CPH, CPHP, and Avanti Hospital’s corporate headquarters.

ELADH has served the community for over 70 years. The Hospital provides a wide range of inpatient/outpatient diagnostic and therapeutic services to meet patient needs. Other services provided include Obstetrics, Pediatrics, Medical/Surgical, Intensive, Coronary and Sub-Acute

Care; as well as along with 24-hour Emergency Services, Cardio-Pulmonary and Rehabilitation Services.

Accredited by the Joint Commission and licensed providers for the Medicare and Medi-Cal programs, along with many HMO's, PPO's and managed care organizations, ELADH and its closely related entities, focuses on providing affordable, high-quality healthcare services to patients in underserved communities of Los Angeles. This will be ELADH's fourth ETP Contract, and the second within the last five years. Its most recent Contract was approved at the July 2020 Panel to train 600 retrainees (incumbent workers) at the same locations. The COVID Pilot only funds Job Creation, newly hired workers. Therefore, this proposal is for different trainees.

This proposed training is funded under the COVID Pilot program.

Veterans Program

ELADH does not currently have a specific Veterans program in place. However, its System-wide Clinical Recruiter works with the US Army Transition Program in the local area, providing them with information regarding potential job opportunities.

PROJECT DETAILS

Retrainee - Job Creation

As the flu season approaches, ELADH and partner hospitals anticipates hiring 100 additional employees to address the expected influx of patients requiring care related to the flu; as well as the ongoing COVID pandemic.

In the midst of the COVID pandemic, ELADH and partner hospitals experienced a reduction in workforce due to stay at home orders mandated by the state; along with the need to cancel most patient elective procedures, medical exams and testing. The limited patient focus impacting normal hospital operations led to furloughs and requests for COVID Administrative Leave from both clinical and non-clinical staff.

Training in ELADH's current Contract focuses on training incumbent workers. Training in this Contract will focus on new staff and returning furloughed employees. The curriculum will include hospital protocols; as well as new and updated COVID related safety processes and procedures.

Training Plan

Training will be delivered via Classroom/Laboratory or E-Learning in the following:

Other Titles (COVID Training Bundle): Training will be offered to all occupations on COVID related business and safety guidelines, protocols and processes for patients, customers and staff.

Special Employment Training

Under Special Employment Training (SET), the participating employer is not required to demonstrate out-of-state competition.

➤ Wage

Trainees qualify for the ETP COVID Pilot Minimum Wage of \$17.50 per hour statewide, with the possibility of using \$2.50 in health benefits to meet the minimum wage.

➤ **Retention Modification**

Under the COVID-19 Pilot, the Panel may modify the retention period for these trainees to a minimum of 20 hours per week of employment for 90 days.

Recordkeeping

Due to COVID-19, ELADH will use an approved alternative recordkeeping system.

Commitment to Training

ELADH's training budget for all four Hospitals is approximately \$900,000 per year. Training programs include staff orientation, staff in-services, sexual harassment prevention, safety, vocational and basic skills training. ETP funds will not displace the existing financial commitment to training.

➤ **Training Infrastructure**

ELADH has already started the hiring/rehiring process and is ready to begin upon approval. ELADH's Nurse Residency Program Manager will oversee project administration. An appointed Nurse Administrator at each hospital location will assist with scheduling and documenting training. The Company has also retained a third-party administrator to assist with the administration of this project.

RECOMMENDATION

Staff recommends approval of this proposal.

ACTIVE PROJECTS

The following table summarizes Contractor's performance under an active ETP Contract:

Contract No.	Approved Amount	Term	No. Trainees (Estimated)	No. Completed Training	No. Retained
ET21-0135	\$331,200	07/27/20 – 07/26/22	600	0	0

Based on ETP's Tracking System, no hours have been tracked for potential earnings (0% of approved amount). This Contract was approved at the July 24, 2020 Panel Meeting. Training began in August and is ongoing. The Contractor is currently in the process of gathering trainee data for enrollment and once complete, will follow with uploading training data.

DEVELOPMENT SERVICES

Training Funding Partners in Fountain Valley assisted with development for a flat fee of \$7,500.

ADMINISTRATIVE SERVICES

Training Funding Partners will also perform administrative services for an amount not to exceed 10% of payment earned.

TRAINING VENDORS

To Be Determined

Exhibit B: Menu Curriculum

Class/Lab/E-Learning/Videoconferencing Hours

4-4 Trainees may receive any of the following:

OTHER TITLES (COVID Training Bundle)

- Business Process Skills
- Cross-Training Skills
- Communication Skills
- COVID Related Process Changes
- COVID Related Patient Care Skills
- Documentation Skills
- Patient Experience/Advanced Customer Service
- Process/Quality Improvement Procedures

Note: Reimbursement for retraining is capped at 4 total training hours per trainee, regardless of the method of delivery.



COVID Rapid Reemployment and Retraining Pilot
Training Proposal for:
Hospitality Industry Training and Education Fund dba Hospitality
Training Academy

Contract Number: ET21-0202

Panel Meeting of: October 23, 2020

ETP Regional Office: North Hollywood

Analyst: M. Reeves

PROJECT PROFILE

Contract Attributes:	COVID Job Creation Initiative SET	Industry Sector(s):	Services (G) Priority Industry: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Counties Served:	Los Angeles	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No UNITE HERE Local 11		
Turnover Rate:	20%		
Managers/Supervisors: (% of total trainees)	N/A		

FUNDING DETAIL

Program Costs	+	Support Costs	=	Total ETP Funding
\$200,000		N/A		\$200,000

In-Kind Contribution:		\$100,000
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TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage
				Class / Lab	CBT		
1	Retrainee - Job Creation Job Creation Initiative SET COVID	Other Titles (COVID Training Bundle)	100	4-4	0	\$2,000	\$17.50
				Weighted Avg: 4			

Minimum Wage by County: \$17.50 per hour (COVID/Statewide)
Health Benefits: Yes No This is employer share of cost for healthcare premiums – medical, dental, vision.
Used to meet the Post-Retention Wage?: Yes No Maybe
 Participating employers may use up to \$2.50 per hour in health benefits to meet the Post-Retention Wage.

Wage Range by Occupation		
Occupation Titles	Wage Range	Estimated # of Trainees
Culinary Staff		3
		37
		20
Barista		3
		2
Hospitality/LAX Worker		9
		26

INTRODUCTION

Established in 2006, the Hospitality Industry Training and Education Fund dba Hospitality Training Academy (HTA) (www.lahta.org) is a 501(c)(3) non-profit institution and labor-management partnership/Taft-Hartley Fund that provides benefits to both contributing employers and members of the UNITE HERE Local 11 labor union.

HTA launched a program in 2009 to connect employers, community colleges, and community organizations with the workforce development system. This effort ensured workers were provided access to the training needed to qualify for and progress in the hospitality industry in Los Angeles. HTA has continued to grow by expanding its reach from primarily hotels and event venues in downtown Los Angeles to additional cities and communities including the LAX corridor, Santa Monica, Hollywood, San Fernando and San Gabriel Valleys, and Long Beach. This will be HTA’s third ETP Agreement within the last five years.

This proposal is developed in accordance with the COVID Pilot program guidelines to support the hiring of workers, as well as support industries critical to the health and welfare of Californians and the reopening of the economy during the COVID-19 pandemic.

Veterans Program

Although there is no separate Veterans component in this project, participating employers regularly employ Veterans through their normal hiring practices.

PROJECT DETAILS

HTA is requesting COVID Pilot Program funding to train workers in the food preparation sector. The COVID-19 pandemic has devastated the hospitality and food service industries in Southern California. HTA reports that more than 30,000 members of UNITE HERE Local 11 are either completely laid-off or have had their hours significantly reduced. Instead of waiting for the crisis to pass, HTA has adapted to meet the needs of the moment. HTA's "Serving Our Community" program has made it possible for a number of key employers to remain open, while enabling culinary professionals to return to work. Since late April 2020, HTA has worked with employers to bring union workers back to work to cook and package meals for vulnerable populations affected by the COVID-19 pandemic, including seniors and people experiencing homelessness who are being assisted through Project Roomkey.

HTA is preparing for the pre-opening training for many of its larger hotel employers. Meanwhile, airports and airline catering companies are already beginning to detect an increase in travel. The employers that HTA works with will need their returning employees and newly-hired to be trained in COVID-19 workplace disinfection, sanitation, and safety courses. The proposed project will enhance HTA's ability to meet employer demand.

Retrainee-Job Creation

Hospitality/Service industry participating employers will hire/rehire 100 employees across all occupations. The date-of-hire for trainees will be within the three-month period before contract approval or within the term-of-contract. These trainees will be hired into "net new jobs" as a condition of contract. The recall or rehire of laid-off workers (backfilling) is allowed, with justification to show that the employer is renewing a workforce that was reduced due to economic conditions or other reasons leading to attrition.

Training Plan / Curriculum

The following training will be delivered via Class/Lab and E-Learning delivery methods:

COVID Training Bundle: Training will be offered to all occupations. Hospitality industry related safety training will focus on workplace disinfection and sanitation, personal protection, and contagion control. The proposed curriculum is designed to support a safe, clean work environment and mitigate the risk of further community spread of the Coronavirus.

Special Employment Training

Under SET, the participating employer is not required to demonstrate out-of-state competition.

- Wage

Trainees qualify for the ETP COVID Pilot Minimum Wage of \$17.50 per hour statewide, with the possibility of using \$2.50 in health benefits to meet the minimum wage. HTA reports that approximately 15% or less of the trainees are at the lower end of the wage scale requiring the use of health benefits.

- Retention Modification

Under the COVID-19 Pilot, the Panel may modify the retention period for these trainees to a minimum of 20 hours per week of employment for 90 days.

Training Hours

Hours of training: 4 minimum and maximum per trainee funded by ETP.

Union Support

The trainees in this proposal are represented by Unite Here Local 11. The union support letter is provided.

Tuition Reimbursement

HTA represents that students enrolled in the ETP-funded program will not be charged tuition, fees, or any other costs associated with training. The representation will be made a condition of the Contract.

Commitment to Training

Employers will continue to make contributions to HTA's trust fund for every hour worked by union employees. Safety training is provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

HTA's Executive Director and Director of Administration and Grants will oversee project administration. Additional HTA support staff will assist with recruitment, scheduling, tracking, and documentation. HTA has a team of 16 part-time instructors and one fulltime trainer to deliver training. Training will be provided onsite at HTA's training facility in Los Angeles or via video conferencing. HTA has also retained administrative consultants to ensure that all training adheres to ETP requirements. HTA has a training plan in place and is prepared to commence training upon contract approval.

RECOMMENDATION

Staff recommends approval of this proposal.

ACTIVE PROJECTS

The following table summarizes performance by HTA under an active ETP Contract:

Contract No.	Approved Amount	Term	No. Trainees (Estimated)	No. Completed Training	No. Retained
ET19-0307	\$97,973	10/29/18 – 01/26/21	67	26	26

Based on ETP Systems, 5,713 reimbursable hours have been tracked for potential earnings of \$124,727 (127% of approved amount). To date, HTA has earned \$64,534 (66%) and the Contractor anticipates final earnings of 100%.

PRIOR PROJECTS

The following table summarizes performance by HTA under an ETP Contract that was completed within the last five years:

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
ET15-0355	Los Angeles	04/26/15 – 04/25/17	\$98,620	\$25,201 (26%)

Although the Contractor initially enrolled 100% of the planned number of new-hires, many of these trainees were also WIOA recipients. (HTA program participants may receive assistance from various sources including U.S. Department of Labor, EDD, City of Santa Monica and employer contributions negotiated via the CBA.) The WIOA recipients were ultimately not placed as ETP-funded trainees in order to mitigate the risk of duplication of funding. This adversely impacted performance. To minimize the possibility of a recurrence of this issue, HTA has strengthened its accounting and tracking systems to better monitor all funding sources and ensure there is no duplication of funding for ETP trainees.

DEVELOPMENT SERVICES

The California Labor Federation in Oakland and Strategy Workplace Communications in Alameda assisted with development at no cost.

ADMINISTRATIVE SERVICES

Strategy Workplace Communications will also perform administrative services for a fee not to exceed 13% of payment earned.

TRAINING VENDORS

N/A

Exhibit B: Menu Curriculum**Class/Lab/E-Learning Hours**

4 - 4 Trainees may receive any of the following:

OTHER TITLES (COVID TRAINING BUNDLE)

- Workplace Disinfection, Sanitation & Safety
- COVID-19 Training
 - How is Coronavirus spread?
 - How do protect ourselves & others?
 - Steps we can take to avoid spreading Coronavirus
- Financial Literacy
- Workplace Success
- Communication Skills
- Interpersonal Skills

Note: Reimbursement for retraining is capped at 4 total training hours per trainee, regardless of the method of delivery.

UNITEHERE! Local 11

October 1, 2020

Employment Training Panel
1100 J Street
Sacramento, CA 95814


Dear Panel Members,

On behalf of UNITE HERE Local 11, I am writing to support the Hospitality Training Academy's (HTA) request from ETP to provide funding for their plan to train 100 culinary workers, baristas, dishwasher/utility workers, servers, hosts, cashiers and bussers.

UNITE HERE Local 11 received a Notice of Intent to train Collective Bargaining agreement represented workers. In accordance with ETP regulation 4404, the Notice of Intent contained the information regarding the proposed training, the impacted employee population, the labor organization opportunity to participate in the agreement's development, and the effective date of the application.

By way of this letter of support, the undersigned, as an authorized labor representative of the covered union workers during the period of training described above concurs with the proposal, inclusive of the specified training and the covered members in the training plan reviewed. Any restrictions to the support provided which are outside of the specifics of the training plan approved by the Panel are between the Contractor and the Union as a condition of continued support.

Sincerely,



Ada F. Briceño
Co-President

MAIN OFFICE

464 LUCAS AVE., SUITE 201
LOS ANGELES, CA 90017
213.481.8530
FAX 213.481.0352

GARDEN GROVE OFFICE

13252 GARDEN GROVE BLVD., SUITE 200
GARDEN GROVE, CA 92843
714.750.4373
FAX 714.750.5638

AIRPORT OFFICE

4634 W. IMPERIAL HWY.
INGLEWOOD, CA 90304
310.671.0720
FAX 310.671.5021

PHOENIX OFFICE

1021 S 7th Ave.
PHOENIX, AZ 85007
480.795.5330
FAX 480.795.5326



COVID Rapid Reemployment and Retraining Pilot
Training Proposal for:
Jewish Vocational and Career Counseling Service
Contract Number: ET21-0184

Panel Meeting of: October 23, 2020

ETP Regional Office: San Francisco Bay Area

Analyst: R. Jackson

PROJECT PROFILE

Contract Attributes:	COVID SET Multiple Barriers New Hire	Industry Sector(s):	MEC (H) Healthcare (62) Food or Bev Manufacturing (31) Manufacturing (33) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	San Francisco, Alameda, Santa Clara, San Mateo, Contra Costa, Marin	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Turnover Rate:	20%		
Managers/Supervisors: (% of total trainees)	N/A		

FUNDING DETAIL

Program Costs	+	Support Costs	=	Total ETP Funding
\$200,000		N/A		\$200,000

In-Kind Contribution:	50% of Total ETP Funding Required	Inherent
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TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage
				Class / Lab	CBT		
1	New Hire SET Multiple Barriers COVID	Other Titles (COVID-Training Bundle)	100	4-4	0	\$2,000	\$17.50
				Weighted Avg: 4			

Minimum Wage by County: (COVID/Statewide/SET) \$17.50 per hour.
Health Benefits: Yes No This is employer share of cost for healthcare premiums – medical, dental, vision.
Used to meet the Post-Retention Wage?: Yes No Maybe
 Although employer provides health benefits, they are not being used to meet Post-Retention Wage.

Wage Range by Occupation		
Occupation Titles	Wage Range	Estimated # of Trainees
Production Worker		5
		0
		0
Administrator		0
		3
		2
Administrative Support Staff		3
		2
		0
Professional Support Staff		0
		3
		2
Food Supply Chain Worker		20
		5
		5
Healthcare Worker		10
		20
		20

INTRODUCTION

Founded in 1973 and headquartered in San Francisco, Jewish Vocational and Career Counseling Services (JVS) (www.jvs.org) operates a wide range of employment services and vocational training programs including job search, job readiness, job placement, specialized vocational training, and career counseling. These services help unemployed and underemployed clients with multiple barriers learn skills to acquire gainful employment in career-oriented positions. JVS

serves Bay Area participating employers from San Francisco, Marin, Contra Costa, San Mateo, Alameda and Santa Clara Counties. ETP training will be delivered out of its center-based San Francisco headquarters and through partnerships with vendors such as San Francisco State and University of the Pacific.

This will be JVS's seventh ETP Contract, and its third in the last five years. In this proposal, JVS will train 100 (New Hire) trainees primarily to become entry-level Healthcare Workers and Food Service Workers. All occupations (planned placements) are within the allowable NAICS codes permitted under the COVID Rapid Reemployment and Retraining Pilot.

This is funded under the COVID Pilot program.

Veterans Program

Even though this proposal doesn't include a Veteran's Job Number, JVS continues to serve veterans and participates in veteran-outreach activities (internally) to recruit applicants.

Employment Demand

Current labor market information highlights the magnitude of health-related employment opportunities. JVS reports that information from the Employment Development Department's (EDD) Labor Market Information Division projects growth in healthcare jobs of up to 22% in the San Francisco-San Mateo metropolitan statistical area (MSA) and 25.4% in the Alameda-Contra Costa MSA by 2024, resulting in a projected total of over 300,000 healthcare jobs.

The Bay Area's population is projected to increase by 30% by 2040 with a 137% growth in the 65 and over age group, according to Plan Bay Area 2040. This demographic shift will drive significantly increased demand for care and healthcare professionals to provide it.

Likewise, JVS reports there are job openings/employment demand for all the occupations listed in the proposal, and JVS has demonstrated this by supplying additional labor market information reportedly published by Employment Development Department showing annual job opening projections. The employment demand satisfies ETPs requirement per CCR Title 22 regulation 4406 New Hire to show a local shortage of workers when requesting funds for New-Hire programs.

PROJECT DETAILS

Many Bay Area employers have a shortage of workers for skilled, entry-level jobs due to a robust jobs' market. JVS's clients lack necessary skills to meet minimum-job qualifications in the San Francisco Bay Area. To address this challenge, JVS launched an ambitious expansion of its sector-focused Career Pathway programs in healthcare which are included in this proposal for ETP funding.

Training Plan

Training will be delivered by JVS trainers via Class/Lab/E-Learning in the following:

Other Titles/Job Readiness (COVID-Training Bundle): Training will be offered to all occupations on topics such as Resume Building, Networking, and Financial Literacy.

Special Employment Training (SET / New Hire)

Under Special Employment Training, the participating employer is not required to demonstrate out-of-state competition. SET (New Hire) trainees must meet the ETP COVID Pilot's Minimum Wage (\$17.50).

Retention Modification

Under the COVID Pilot, the Panel may modify the retention period for these trainees to be at least 90 consecutive days with at least 20 hours of employment per week. Incidental placement with public and non-profit entities is permissible, not to exceed 20% of the total number of trainees retained in employment.

Multiple Barriers (New Hire)

In this proposal, JVS plans to include SET / Multiple Barriers' trainees. JVS will be responsible for documenting the following eligibility criteria for this program:

Barriers may include mental or physical disability, illiteracy, limited English proficiency, limited math skills, or some similar impediment.

Curriculum Development

Curriculum is developed by trained educators based on direct input from JVS's employer partners and from all employers who hire its graduates. JVS is constantly adjusting programs in response to this input. Evaluations are also conducted following each training class.

Commitment to Training

ETP funds will not displace the existing financial commitment to training from the participating employers or other funding sources. JVS reports WIOA funding and all funds received from a variety of sources including RSI funding, foundations, and private funding will continue to support programs at JVS. JVS represents no overlapping of funding exists and no other entity is funding any part of the proposed ETP-training hours per trainee. All outside funding sources will be used to cover costs that exceed the amount paid by ETP. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

The Chief Strategy Officer, Chief Program Officer, Director of Client Senior Manager of Data Quality and Evaluation Services, and Public Funding Coordinator will oversee administration. Training will be provided by nine in-house experts. JVS has also retained a third-party administrator- Steve Duscha Advisories to assist with ETP's systems and administration.

Tuition Reimbursement

Students enrolled in the ETP-funded program will not be charged tuition, fees, or any other costs associated with training. The representation will be made a condition of the Contract.

Training Agency Certification

Training agency eligibility requires certification by an independent third-party, as required for the type of school and course of study. Most schools must also be licensed by the Bureau of Private Postsecondary Education (BPPE).

JVS is eligible as a training agency based on the following:

- Approval for WIOA funding
- Successful past performance with ETP (see Active Projects table)

Learning Management System

Staff reviewed and approved JVS's Salesforce system for use in recordkeeping.

RECOMMENDATION

Staff recommends approval of this proposal.

ACTIVE PROJECTS

The following table summarizes Contractor's performance under an active ETP Contract:

Contract No.	Approved Amount	Term	No. Trainees (Estimated)	No. Completed Training	No. Retained
ET20-0164	\$597,398	10/7/19-10/6/21	158	TBD	TBD
ET19-0200	\$270,101	9/3/18-12/1/20	79	TBD	TBD

Based on ETP systems for ET20-0164 (as of August 2020), 15,098 training hours have been tracked for potential earnings of \$380,469 (64% of approved amount). The Contract has an estimated 10-training months left and is projected to earn 100%. No invoicing has occurred.

For ET19-0200 (as of August 2020), 18,010 training hours (\$270,101 potential earnings) have been tracked with \$204,410 invoiced and \$186,938 currently earned. Last date of training was extended by 90 days and more hours are reportedly being uploaded for an estimated 100% earnings estimated.

DEVELOPMENT SERVICES

Steve Duscha Advisories in Sacramento assisted with development for a flat fee of \$2,500.

ADMINISTRATIVE SERVICES

Steve Duscha Advisories will also perform administrative services for an amount not to exceed 13% of payment earned.

TRAINING VENDORS

N/A










Exhibit B: Menu Curriculum

Class/Lab/E-Learning Hours

4-4

Trainees may receive any of the following:

OTHER TITLES (COVID-Training Bundle)

-  Career Planning & Assessment
-  Financial Literacy
-  Job Expectations
-  Networking
-  On-line Applications
-  Personal Financial Records & Planning
-  Presentation / Appearance
-  Resume Building
-  Winning a Job Offer

Note: Reimbursement for retraining is capped at 4 total-training hours per trainee, regardless of the method of delivery.



Training Proposal for:
Kern County Electrical Journeyman and Apprenticeship Training Trust

Contract Number: ET21-0920

Panel Meeting of: October 23, 2020

ETP Regional Office: PPU-Central Office

Analyst: C. Hoyt

PROJECT PROFILE

Contract Attributes:	Priority Rate Retrainee Apprenticeship Veterans	Industry Sector(s):	Construction (C) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Kern	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No International Brotherhood of Electrical Workers, Local 428		
Turnover Rate:	20%		
Managers/Supervisors: (% of total trainees)	N/A		

FUNDING DETAIL

Program Costs	+	Support Costs	=	Total ETP Funding
\$133,608		\$10,029 8% - Job Numbers 1-2 20% - Job Number 3		\$143,637

In-Kind Contribution:	50% of Total ETP Funding Required	Inherent
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TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Trainee	Post-Retention Wage
				Class / Lab	CBT		
1	Journeyworker	Business Skills Commerical Skills, OSHA 10/30	4	8-200	0	\$590	\$25.01
				Weighted Avg: 24			
2	Apprentice	Commerical Skills OSHA 10/30	69	8-210	0	\$1,925	\$25.01
				Weighted Avg: 100			
3	Apprentice Veteran	Commerical Skills OSHA 10/30	4	8-210	0	\$2,113	\$25.01
				Weighted Avg: 100			

Minimum Wage by County: Job Numbers 1-3: \$25.01 per hour state wide SET Priority Rate

Health Benefits: Yes No This is employer share of cost for healthcare premiums – medical, dental, vision.

Used to meet the Post-Retention Wage?: Yes No Maybe

Up to \$2.62 per hour of health benefits may be used to meet the Post-Retention Wage for Job Numbers 2-3. This amount has been verified in the collective bargaining agreement wage tables.

Wage Range by Occupation

Occupation Titles	Wage Range	Estimated # of Trainees
Job Number 1- Journeyworker		
Inside Wireman (Electrician)		4
Job Number 2- Apprentice		
Inside Wireman (Electrician)		21
		14
		34
Job Number 3 - Veterans Apprentice		
Inside Wireman (Electrician)		1
		1
		2

INTRODUCTION

Founded over 53 years ago, Kern County Electrical Journeyman and Apprenticeship Training Trust (Kern Electrical JATC) (www.ibew428.org) is a nonprofit training organization dedicated to providing up-to-date industry skills training and secure high-quality job opportunities for its members. The JATC trains Electricians to install power, lighting, controls and other electrical equipment in commercial, industrial and residential facilities. This is Kern County Electrical JATC's fifth ETP Contract, and the fifth in the last five years.

Kern Electrical JATC is governed by a Board of Trustees comprised of three labor and three management representatives and is a joint effort of the International Brotherhood of Electrical Workers (IBEW) Local 428 and the National Electrical Contractors Association. Kern Electrical JATC is located in Bakersfield and proposes to train Journeyworkers and Apprentice Electricians, all of whom are members of IBEW Local 428. Currently Local 428 has over 750 active members.

Veterans Program

Kern Electrical JATC is committed to supporting job-related training that helps Veterans transition into the California workforce. Kern Electrical JATC actively recruits and hires Veterans in cooperation with Helmets to Hardhats and set aside specific days dedicated to veteran applicants to help them apply for the program.

Kern Electrical JATC will train four Veterans in this project (Job Number 3). The Veteran training curriculum will remain the same as the Apprentice training curriculum. These trainees are in a separate Job Number to better track performance toward the goal of improved outreach for Veterans. In some cases, Veterans who apply for the Apprenticeship Program who also have construction experience can skip the first stage of the application process.

Women's Program

Kern Electrical JATC actively recruits women into the program and currently has two women enrolled in the program. To recruit more women into the trades, Kern County JATC coordinates with local high school districts in Kern County to host a workshop to educate young women about careers in the building trades. Every year Kern Electrical JATC hosts a girl's only high school workshop where women trainers in the project do demonstrations and have the students work on small projects. This is then followed up by a Q&A to allow girls to ask questions with the goal to increase interest in young women seeking a future career in the building trades.

COVID-19

To keep up with the demand for highly-trained, highly-skilled electricians it is critical for Kern Electrical JATC to offer classes both in person and online to continue training during the state-mandated shelter-in-place order. Currently Kern Electrical JATC's classes are a mix of E-Learning instruction and in-person instruction. In-person training is for RSI curriculum for the Apprentices and the journey commercial upgrade skills for the Journeyworkers.

To ensure trainees receive the hands-on training they need, the JATC has implemented several in-person classroom precautions with safety as the main priority. To accommodate in-seat instruction, students must wear masks, undergo temperature checks, and may not share belongings upon entering the training facility. To ensure adherence to social distancing guidelines to keep trainees and trainers safe, the average size of an onsite class is 10-12 trainees and every class has two instructors. Half of the class is in the shop area with one instructor and the other half is in the classroom with the other instructor.

Apprenticeship Program

The Panel funds Apprentice training that does not displace any other source of government funds, or replace an existing apprenticeship program approved by the Division of Apprenticeship Standards (DAS). ETP funding supplements cost of delivery for the Related and Supplemental Instruction (RSI) portion of DAS-approved apprenticeship training. Apprenticeship programs vary in length. In this project the program is five years. The curriculum is developed with input from DAS and a designated Local Educational Agency.

For the building trades, it is not customary for workers to be employed for a standard retention period of 90 consecutive days with one employer. In that instance, the Panel may substitute non-consecutive hours worked for retention. This modified retention period must be no less than 500 hours within 272 days with more than one employer. Both the standard and modified retention periods will apply to this proposal.

To ensure ETP does not displace Montoya Funds, Apprenticeship reimbursement is reduced by \$5, reducing the priority industry rate from \$23 to \$18 per class/lab hour. The ETP wage for Apprentices is no less than \$25.01 per hour. However, the actual wages paid are shown in the Training Plan Table for the Panel's information.

PROJECT DETAILS

Kern County is California's leading oil producing county and builds many of the state's utility solar farms. As a major contributor to the state's energy and agricultural resources, this county needs trained electricians to help the state meet demand. Multiple participating employers and union representatives have identified a need for training due to new energy efficiency regulations, the need to reduce costs to remain competitive, the need for higher quality standards, the increasing complexity of construction projects, and a retiring workforce.

The Journeyworker upgrade program is intended to bring work skills and knowledge up-to-date, as required by contractors and worksite property managers. Kern County Electrical JATC trains electricians who install the power, lighting, controls and other electrical equipment in commercial, industrial and residential buildings. By working with local employers, the JATC develops enhanced education standards to support California's drought-affected agriculture industry and evolving energy production and storage needs. Current projects include Ridgecrest Naval Weapons Base, The California High-Speed Rail, various utility-grade solar projects, and various new schools being built across Kern County.

Training Plan

Training will be delivered via Class/Lab and E-Learning in the following:

Journeyworker Training:

Business Skills: This training will be offered to Journeyworkers to ensure they understand new national building codes and green practices; follow certification guidelines and collaborative bidding and project development practices; meet budgets; and interact with various types of construction workers. Training will also include Teambuilding and Leadership Skills to ensure Journeyworkers can lead teams in an effective and efficient manner.

Commercial Skills: Energy training will be the focus due to employer demand in these new methods and technologies. Training will cover energy-efficient technologies and products such as Green Building Materials, Solar Photovoltaic Panels, Motor Controls, Advanced Welding, Green Materials Testing and Audit Equipment.

Apprenticeship Training:

Commercial Skills: Apprentices will learn to install, maintain, and repair various types of electrical and electronic equipment in commercial, industrial and residential establishments. They will also learn to install, connect and test electrical wiring systems for lighting, heating, air conditioning and communications for any building or structure.

Certified Safety Training – Journeyworkers & Apprentices

OSHA 10/30: This training is a series of courses “bundled” by industry sector and occupation. It consists of 10 hours of classroom or CBT training for Journeyworkers and 30 hours for frontline supervisors. The coursework is geared to construction work, and also manufacturing. Completion of the training results in a certificate that expands employment opportunities. The coursework must be approved by Cal-OSHA, and the instructors must be certified by Cal-OSHA.

Marketing and Support Costs

Kern Electrical JATC conducts marketing through direct mailings, informational flyers, personal contacts, telephone calls, public service announcements, emails, and its website. Class information will be disseminated throughout the year to all Apprentice and Journeyworker electricians within the jurisdiction, as well as to the electrical contractors who employ them. Many participating employers have already been recruited; however, additional recruitment and assessment activities are anticipated.

As such, Kern Electrical JATC is requesting 8% support costs for Job Numbers 1 & 2 and 20% support costs for Job Number 3 (Veterans) to fund its staff in recruiting and qualifying additional participating employers for this program. Staff recommends the 8% & 20% support costs.

Commitment to Training

ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

Training will be overseen by Kern Electrical JATC’s Training Director with two designated staff members who are responsible for all administrative activities, including scheduling, securing recording and tracking training. Kern Electrical JATC has retained Strategy Workplace Communications to provide administrative services.

Trainer Qualifications

Kern Electrical JATC has three full-time and eight part-time trainers. All trainers are qualified journey-level workers with extensive practical and training experience in the electrical industry and some have received Master Certification status by the National Joint Apprenticeship and Training Committee.

Impact/Outcome

Trainees may receive the following certifications as a result of the proposed training: OSHA 10, OSHA 30, Rigging and Lifting, Green Audits, Arc Flash Safety Awareness, Building Automation Systems, CALCTP Acceptance Testing, Title 24 Lighting Installation and Codes, Electrical Vehicle Infrastructure Training Program, Energy Storage and Microgrid Training and Certification, and Refinery Safety Overview.

RECOMMENDATION

Staff recommends approval of this proposal.

ACTIVE PROJECTS

The following table summarizes Contractor's performance under an active ETP Contract:

Contract No.	Approved Amount	Term	No. Trainees (Estimated)	No. Completed Training	No. Retained
ET20-0917	08/05/2019 - 08/04/2021	\$287,490	87	0	0

Based on ETP Systems, 8,087 reimbursable hours have been tracked for potential earnings of \$156,846 (55% of approved amount). The Contractor projects final earnings of 100% based on training currently committed to by employers.

PRIOR PROJECTS

The following table summarizes Contractor's performance by Kern Electrical JATC under an ETP Contract that was completed within the last five years:

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
ET19-0910	Kern	08/01/18 – 07/31/20	\$278,585	\$221,689 (80%)
ET17-0925	Kern	01/27/17 – 01/26/19	\$287,600	\$287,600 (100%)
ET15-0920	Kern	02/23/15 – 02/22/17	\$313,795	\$307,660 (98%)

DEVELOPMENT SERVICES

Kern Electrical JATC retained the California Labor Federation in Oakland and Strategy Workplace Communications in Alameda to assist with development at no charge.

ADMINISTRATIVE SERVICES

Kern Electrical JATC also retained California Labor Federation to perform administrative services in connection with this proposal for a fee not to exceed 13% of payment earned.

TRAINING VENDORS

N/A

Exhibit B: Menu Curriculum**Class/Lab & E-Learning Hours**

8 - 200 (Job Number 1) Trainees may receive any of the following:

Journeyworker Training**COMMERCIAL SKILLS**

- ✚ Codeology:
 - Arc Flash
 - National Electrical Code
 - Other Recognized Standards (Installation Changes)
 - Plan, Build and Use
 - Related Standards (Mandatory and Permissive Rules)
 - Special Occupancies and Equipment

- ✚ Analog/Digital Circuit (AC/DC) Principles:
 - Generators
 - Inductance/Reactance
 - Math for Electricians
 - Ohm's Law
 - Series/Parallel Circuits

- ✚ Grounding:
 - Grounding and Bonding
 - National Electrical Code Article 100-Definitions and Provisions
 - National Electrical Code Article 110-Requirements
 - National Electrical Code Article 90-Introduction
 - National Electrical Code Article Chapters 1-4
 - Significant Changes to National Electric Code

- ✚ Fire Alarm Systems and Installations:
 - Definitions and Systems
 - Initiating Devices and Notification Systems
 - National Electrical Code and Installation Requirements
 - National Fire Protection Act, 1972 (NFPA 72)
 - Start Up and Check Out Procedures

- ✚ Fire Life Safety:
 - National Electrical Code (Relating to Fire Alarms)
 - National Electrical Code Article 725
 - National Electrical Code Article 760
 - NFPA 72
 - Principles of Electronics

- ✚ Industrial Motor Control:
 - Control Relays and Timers
 - Jogging and Plugging Controls
 - Manual Starters and Magnetic Coils

- Push Buttons, Selector Switches and Mechanical Devices
- Solid State Electronic Devices
- Variable Frequency Drives

- ✚ Programmable Logic Control:
 - Developing Ladder Programming
 - Introduction to Programmable Equipment
 - Programming Programmable Logic Controllers
 - Using Timers and Counters in Logic Programs
 - Writing a Program

- ✚ Electrical Design:
 - 3 and 4-Way Switching
 - Design of Electrical Circuits
 - Magnetic Motor Control and the Code
 - LonWorks and Building Automation
 - Transformers and the Code

- ✚ Voice, Data and Video:
 - Audio Distribution
 - CCTV Security Surveillance
 - Computer Networking
 - Fiber Optics
 - Telephonic Interconnect

- ✚ Industry Specific Skills:
 - Advanced Instrumentation and Motor Controls
 - Advanced Welding
 - Architecture Designs and Advanced Plan Reading
 - Blueprints and Schematics
 - Building Automation Systems
 - Conduit Bending
 - Confined Space Entry
 - ESAMATC Energy Storage
 - Firestop Installation
 - High Voltage Cable Splicing
 - Management and Monitoring of Materials
 - Micro-Grid/Energy Storage
 - Programmable Logic Controllers
 - Proper Equipment Set-Up (Green Training)
 - Proper Installation and Use of Testing and Auditing Materials and Equipment (Green Training)
 - Rigging and Lifting
 - Safe Working Practices
 - Solar Panel Installation
 - Solar Photovoltaics
 - Specialized Tools
 - Testing Materials and Equipment–Proper Set-Up and Use (Green Training)

- Transformers
- Understanding Changes to Industry Standards (Green Training)
- Understanding New Technologies and Changes to Industry Standards (Green Training)
- Work Flow and Resources

- ✚ California Advanced Lighting Control Program (CALCP)
 - Advanced Lighting Control Systems
 - CALCTP Acceptance Testing
 - Dimming Controls
 - Lighting Control Strategies
 - Line Voltage Switching Controls
 - Low Voltage Switching Control
 - Occupancy Sensors
 - Photosensors

- ✚ Electric Vehicle Infrastructure Training Program
- ✚ Refinery Safety Overview

BUSINESS SKILLS

- ✚ Advanced Time Management
- ✚ Conflict Resolution
- ✚ Creating Project Bids
- ✚ Customer Service Skills
- ✚ Decision Making Skills
- ✚ Filling Out Work Documents and Reports Accurately
- ✚ Green Awareness Training and Green Certifications
- ✚ Inventory Checklist
- ✚ Leadership Skills
- ✚ Problem Solving
- ✚ Project Management
- ✚ Teambuilding Skills

OSHA 10/30 (OSHA Certified Instructor)

- ✚ OSHA 10
- ✚ OSHA 30

Apprentice Training

Class/Lab Hours

8 - 210 (Job Numbers 2 & 3)

COMMERCIAL SKILLS

2nd Year

- AC Theory, Level I
- Application #5: Conduit Bending
- Application #6: Conduit Bending
- Application #7: Comb. Circuit Wiring
- Application #8: Transformer Connections
- Blueprints, Level I
- Codeology, Level I
- Electrical Safety-Related Work Practices, Level I
- Orientation, Level II
- Test Instruments, Level I
- Transformers, Level I

3rd Year

- AC Theory
- Blueprints
- Cad-Welding
- Code and Practices
- COMET
- Conduit Bending: Rigid & EMT, Chicago & 555
- CPR/First Aid Refresher
- Electrical Safety-Related Work Practices
- Fire Alarm Systems
- Ground Testing
- Grounding and Bonding
- Lighting Control Panels
- Motor Controls: Relays & Start/Stop
- Transformer Wiring
- Transformers

4th Year

- Blueprints & Layout Yard
- Code Calculations
- Code Prep
- Grounding and Bonding
- Lighting Essentials
- Lightning Protection
- Motor Control
- Motor Control Labs
- Motor Controls: Mag Starter & 3-Wire Control
- Motors
- PLC's
- VFD's

- ✚ 5th Year
 - CALCTP
 - Code and Practices
 - Code Calculations
 - CPR/First Aid Refresher
 - ESAMATC Energy Storage (from 2nd to 5th year)
 - EVITP
 - Foreman Training: Managing the Work including NECA/IBEW Presentations
 - High Voltage Cable Splicing (from 2nd to 5th year)
 - Micro-Grid/Energy Storage
 - Motor Control
 - Orientation
 - PV/Solar Installer
 - Rigging
 - Torque

OSHA 10/30 (OSHA Certified Instructor)

- ✚ OSHA 10
- ✚ OSHA 30

Safety training cannot exceed 10% of total training hours per trainee. This cap does not apply to OSHA 10/30 training.

Note: Reimbursement for retraining is capped at 200 total training hours per trainee for Job Number 1, regardless of the method of delivery. Reimbursement for Apprentice training is capped at 210 total training hours per trainee for Job Numbers 2 and 3, regardless of the method of delivery.



Covid Rapid Reemployment & Retraining Pilot
Training Proposal for:
Kings Nursing & Rehabilitation Hospital, Inc.
Contract Number: ET21-0186

Panel Meeting of: October 23, 2020

ETP Regional Office: Sacramento

Analyst: J. Fetsch

PROJECT PROFILE

Contract Attributes:	COVID Job Creation Initiative SET	Industry Sector(s):	Services (G) Healthcare (62) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Kings, Tulare	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Number of Employees in:	CA: 310	U.S.: 310	Worldwide: 310
<u>Turnover Rate:</u>	17%		
<u>Managers/Supervisors:</u> (% of total trainees)	N/A		

FUNDING DETAIL

In-Kind Contribution
\$200,000

Total ETP Funding
\$200,000

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage
				Class / Lab	CBT		
1	COVID Priority Rate Retrainee Job Creation Initiative SET	Other Titles (COVID-19 Bundle)	100	4-4	0	\$2,000	\$17.50
				Weighted Avg: 4			

Minimum Wage by County: Job Number 1 (COVID/SET/Statewide) \$17.50 per hour

Health Benefits: Yes No This is employer share of cost for healthcare premiums – medical, dental, vision.

Used to meet the Post-Retention Wage?: Yes No Maybe

Up \$2.50 per hour may be used to meet the Post-Retention Wage.

Wage Range by Occupation

Occupation Titles	Wage Range	Estimated # of Trainees
Certified Nurse Assistant		45
Licensed Vocational Nurse		30
Registered Nurse		20
Administrative Staff		5

INTRODUCTION

Founded in 1990 and headquartered in Hanford, Kings Nursing & Rehabilitation Hospital, Inc. (Kings Nursing) is a subsidiary of Caber Enterprises (www.missioncg.com). Kings Nursing is in a family of four rehabilitation and skilled nursing care facilities in Visalia, Tulare and Hanford; and employs 310 professionals. The Hospital specializes in providing 24-hour recovery services and nursing care to patients following an illness, injury or surgery. This is Kings Nursing's fourth contract and fourth in the last five years.

Kings Nursing will serve as the lead employer in this proposal with its three affiliates: Delta Nursing & Rehabilitation Hospital, Inc.; Tulare Nursing & Rehabilitation Hospital, Inc.; and Caber Enterprises, Inc. (Corporate Office).

This is funded under the COVID Pilot program.

Veterans Program

Kings Nursing values the Veteran workforce and will train at least seven Veterans in this project. The Company actively recruits Veterans with the VA, Veterans Outreach and Skillbridge.

PROJECT DETAILS

Retrainee - Job Creation

Kings Nursing is implementing a “Rapid Recovery/Restorative Care” program in all centers that strives to meet a higher level of care services 24 hours a day in an effort to get patients back to their families. As a result of this plan, Kings Nursing will hire 100 new staff to meet service demands. Training will focus on COVID-related safety protocols to ensure social distancing requirements are adhered to while ensuring consumer demands are met.

Training Plan

Training will be delivered via Classroom/Laboratory and E-Learning by in-house experts and vendors as needed in the following:

Other Titles (COVID Training Bundle): Training will be offered to all occupations on Contact Precautions, Standard Precautions: Observation of Personal Protective Equipment Provision, COVID Guidance, and Infection Control.

Special Employment Training

Under SET, the participating employer is not required to demonstrate out-of-state competition.

- Wage Modification

Trainees qualify for the ETP COVID Pilot Minimum Wage of \$17.50 per hour statewide, with the possibility of using \$2.50 in health benefits to meet the minimum wage.

- Retention Modification

Under the COVID-19 Pilot, the Panel may modify the retention period for these trainees to a minimum of 20 hours per week of employment for 90 days.

Training Hours

Hours of training: 4 minimum and maximum per trainee funded by ETP.

Commitment to Training

The Company’s annual training budget per facility is approximately \$360,000 for new hire orientations, company policies, basic training, staff development and safety training. ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

The Vice-President will oversee this project. Each facility will have a designated staff person to oversee the training and be responsible for scheduling, collecting, and submitting the training rosters to a full-time administrator who will input into the ETP systems to ensure accuracy. This administrator has experience with ETP program from the last contract.

RECOMMENDATION

Staff recommends approval of this proposal.

ACTIVE PROJECTS

The following table summarizes Contractor's performance under an active ETP Contract:

Contract No.	Approved Amount	Term	No. Trainees (Estimated)	No. Completed Training	No. Retained
ET20-0338	\$620,080	5/26/2020-5/25/2022	295	0	0

Based on ETP Systems, 0 reimbursable hours have been tracked for potential earnings of \$0 (0% of approved amount). Training is occurring and the contractor is currently in the process of uploading hours.

PRIOR PROJECTS

The following table summarizes Contractor's performance under an ETP Contract that was completed within the last five years:

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
18CS-0017-000	Kings, Tulare	7/3/2017-7/2/2019	\$558,760	\$526,399 (94%)
ET15-0418	Kings, Tulare	5/4/2015-5/3/2017	\$424,614	\$307,163 (72%)

DEVELOPMENT SERVICES

Synergy Management Consultants, LLC in Grass Valley assisted with development for a flat fee of \$16,000.

ADMINISTRATIVE SERVICES

N/A

TRAINING VENDORS

To Be Determined

Exhibit B: Menu Curriculum

Class/Lab/ E-Learning Hours

4-4 Trainees may receive any of the following:

OTHER TITLES (COVID-19 Bundle)

- Contact Precautions
- COVID Guidance
- Enhanced Standard Precautions
- Environmental Cleaning and Disinfection
- Hand Hygiene
- Infection Control
- Patient Safety
- Standard Precautions: Observation of Personal Protective Equipment Provision

Note: Reimbursement for retraining is capped at 4 total training hours per trainee, regardless of the method of delivery.



Training Proposal for:
M-5 Training School of Protective Services
Contract Number: ET21-0179

Panel Meeting of: October 23, 2020

ETP Regional Office: North Hollywood

Analyst: J. Romero

PROJECT PROFILE

Contract Attributes:	SET Veterans Retrainee New Hire Multiple Barriers	Industry Sector(s):	Services (G) Aerospace Related Priority Industry: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Counties Served:	Los Angeles	Repeat Contractor:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Turnover Rate:	20%		
Managers/Supervisors: (% of total trainees)	N/A		

FUNDING DETAIL

Program Costs	+	Support Costs	=	Total ETP Funding
\$92,000		\$15,610 20%		\$107,610

In-Kind Contribution:	50% of Total ETP Funding Required	\$92,000
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TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage
				Class / Lab	CBT		
1	Retrainee SET Veterans	Commercial Skills	70	8-200	0	\$1,080	\$33.34
				Weighted Avg: 40			
2	New Hire Multiple Barriers Veterans	Commercial Skills, Job Readiness Skills	30	8-260	0	\$1,067	\$15.88
				Weighted Avg: 40			

Minimum Wage by County: Job Number 1: \$33.34 per hour Statewide and Job Number 2: (New Hire) \$15.88 per hour for Los Angeles County, \$15.00 Kern and Riverside County

Health Benefits: Yes No This is employer share of cost for healthcare premiums – medical, dental, vision.

Used to meet the Post-Retention Wage?: Yes No Maybe

Job 1: Participating employers may use health benefits to meet the Post-Retention Wage up to \$2.50 per hour in Job Numbers 1.

Job 2: Although employer health benefits may be paid, they will not be used to meet the minimum wage requirement.

Wage Range by Occupation		
Occupation Titles	Wage Range	Estimated # of Trainees
Job Number 1:		
Protective Specialist		22
Security Officer		22
Security Specialist		13
Security/Technical Field Staff		13
Job Number 2:		
Protective Specialist		2
		2
		3
Security Officer		1
		2
		4
Security Specialist		2
		2
		4
Security/Technical Field Staff		2

		2
		4

INTRODUCTION

Founded in 2016, M-5 Training School of Protective Services (M5) (www.m5protectivetraining.com) is a private training institution serving the Los Angeles area, offering training program in Protective Services and Security Guard training. The School provides training to security staff in private and public companies, government agencies, and workforce organizations across the state of California. M5 works with various industries including aerospace, agriculture, automotive, biotechnology, healthcare, construction, distribution, education institutes, manufacturing, technology, security, and protection.

M-5 specializes in training security personnel for agencies such as Allied Private Investigation & Security, Inc. and American Eagle Protective Services Corporation. These businesses outsource detective and guard services to high-level security sensitive businesses. This will be M5's first ETP Contract.

Veterans Program (Job 1 and 2)

A portion of the Veteran population participating in this project may include transitioning active duty Veterans who are within one year prior to their anticipated separation date from service.

The Panel has established incentives for training Veterans:

- Support Costs are 20% for Veterans to encourage focused outreach.
- Incidental Placement with public and nonprofit entities is permissible for Veteran trainees (Job Number 2) not to exceed 45%.
- At least 50% of total training (Job Number 1 and 2) must consist of vocational skills training. The remaining hours may consist of literacy training, as an exception to the standard 45% limitation.
- Retention for Veterans may be satisfied by employment of at least 30 hours a week (instead of the standard 35) for at least 90 consecutive days. For occupations in which it is not customary to be employed 90 consecutive days, retention may be satisfied by employment of at least 500 hours within 272 days (the longest time period permitted by statute).

PROJECT DETAILS

The proposed training will help participating employers provide security needs to their respective customers in order to protect workers and facilities from acts of violence, and prevent security breaches. Training in Commercial Skills will be provided to protective and security service occupations included in M5's current BPPE approved curriculum. Some of the training will include Baton Training Refresher and Certification, Firearms Certification and Requalification, First Aid CPR AED, Private Security Officer (Armed/Unarmed), Customer Service, Chemical Agents and Guard Card Only Annual Refresher. The core group of participating employers (Job 1 – Retraitees and Job 2 – New Hires) represents over 100% of the requested funding.

New Hire Training (Job 2)

M5 has been training and placing unemployed individuals into jobs since its inception and has established a network of companies in service-related industries that contact them on a regular basis in search of trainees prepared to enter the workforce. Most of the placement employers

require a Department of Defense (DOD) clearance with their security training certification completed at M5. The Veterans in this proposal have a competitive advantage in hiring and placement because most Veterans already hold a DOD clearance. These trainees will receive training in various skills and job readiness in positions as Protection Specialist, Security Officer and Security/Technical Field Staff. The proposed training will help trainees meet the quality standards set by prospective employers to enter and/or fully participate in the labor force. This proposal will also include individuals with multiple barriers.

Training Agency Certification

Training agency eligibility requires certification by an independent third-party, as required for the type of school and course of study. Most schools must also be licensed by the Bureau of Private Postsecondary Education (BPPE).

M5 is eligible as a training agency based on the following: BPPE licensure valid until May 29, 2023.

Tuition Reimbursement

Students enrolled in the ETP-funded program will not be charged tuition, fees, or any other costs associated with training. The representation will be made a condition of the Contract.

Training Plan

Training will be delivered via Class/Lab and E-learning in the following:

Commercial Skills: Training will be offered to all occupations which will be customized to meet the individual needs of each business in need of protective service or are in industry of providing qualified individuals for these position. Training will include Baton Training, Chemical Agents, Close Protection, Firearms, Guard Card, Protective Intelligence Sourcing & Analysis, Protective Operations, and Security & Protection Services. This training will provide workers with the Executive Protection and Physical Security skills they need to protect companies, sensitive products, and services; reducing loss of products, technology, and trade secrets.

Job Readiness Skills: Training will be offered to New Hire trainees (Job Number 2) to meet the quality standards set by potential employers and provide individuals with the skills needed for trainees to find jobs, including interview and resume skills. Job Readiness Skills will not exceed 50% of the trainee's total training hours.

Training will be delivered by M-5 instructors (content experts) with at least two years of experience in their area of expertise.

Curriculum Development

The core curriculum in this proposal was developed by M5 and approved by BPPE. A structured training program has been developed to help employers upgrade employee skill sets. The program provides veterans with necessary skills to enter the workforce and improves their opportunities for advancement in high wage, secure jobs.

M5's Protective Service Curriculum is based on the Security Officer Training Program. The Curriculum consists 13 courses ranging from 4 to 112 hours of various courses and certifications. The Curriculum is regularly reviewed by the Director to ensure training is comprehensive and incorporates current methods and standards of the protective security industry.

After the completion of training, students will complete a survey to evaluate their training experience and the applicability of training to their current jobs. Their employers are also given the opportunity to provide feedback. This feedback will assist M5 in improving the curriculum.

Special Employment Training (SET) – Job 1

Under SET, the participating employer is not required to demonstrate out-of-state competition. To qualify under SET, trainees must be earning at least the statewide average hourly wage at the end of the retention period.

SET/Multiple Barriers (New Hire) - Job 2

Under the ETP Veteran Guidelines, training may be funded under SET, Multiple Barriers (SET/MB), in which case Veterans may qualify for SET/MB on a case-by-case basis. The Contractor is responsible for determining trainee eligibility in accordance with these Guidelines. Contractor must keep documentation of eligibility on file and available for review by ETP

Under SET/MB trainees have two or more barriers to full-time employment and lack essential job skills necessary to improve their employment opportunities. Trainees may be affected by lack of prior educational opportunities and intermittent work histories. They may have several barriers to employment, as well as limited literacy skills, education and an inconsistent employment history.

➤ Wages (New Hire & MB)

Under SET the Panel may fund SET New Hire and MB projects for workers who earn less than the State average hourly wage, but at least the ETP Minimum Wage. The New Hire Wage for Kern and Riverside County is \$15.00, and \$15.88 for Los Angeles County. M5 has committed to place all New Hire / MB trainees at a base wage no lower than \$15.88 without inclusion of the employer paid portion of health benefits to meet the agreed base wage.

Once hired, 75% of trainees in Job 2 (SET/MB – New Hire) will be placed at \$20 per hour or more in wages. In addition, after 6 months of employment 10% of the trainees will be at or above \$30.84.

➤ Retention Modification

For Multiple Barriers, the Panel may modify the retention period for these trainees, making it 90 days out of 120 consecutive days with up to three employers. In addition, a higher Incidental placement with public and non-profit entities is permissible. M5 requests a modification to the alternative retention, and an incidental placement not to exceed 25% of the total number of trainees retained in employment.

Marketing and Support Costs

M-5, has procured a third party to assist them with the marketing of this program. M-5 will continue to contact businesses and services throughout California and conduct face-to-face visits, identifying each client's goals and determining how training will help execute their training plans and achieve their goals.

In addition, M-5 maintains a close relationship with the South Bay Workforce Investment Board to provide training. It has built strong relationships with many partners including city, county and regional economic development agencies. The Company also actively participates in meetings with the Chambers of Commerce, Industry Associations, Community Colleges and Universities and One-Stop Centers. Activities include hosting workshops, new program development, and

expansion. M-5 has been training and placing workers for more than 4 years and has placed more than 80 workers.

For this proposal M-5 will work with APISS, NASA, and the South Bay Workforce Investment Board to identify trainees in addition to its third party service provider who will contact potential MEC participants from its database of companies in California.

The Veterans guidelines allow Support Costs of up to 20% for trainee/employer recruitment, eligibility assessment, and job placement. Staff recommends 20% Support Costs since all the proposed trainees are Veterans.

Commitment to Training

ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

M5's Director will oversee the implementation and administration of this project. There will be a full-time and a part-time staff members responsible for needs assessment, marketing, recruitment, organizing and scheduling training, and compliance with the ETP contract. M5 contracted with a third party to assist with the administration of this agreement.

Approximately 10% of training will be center-based at M5's facility, 80% at participating employers' locations and 10% E-Learning at trainee's workplace or on telework for Job 1 – Retrainee. Training for New Hire (Job 2) will be center-based at M-5.

Training will be provided by M5 trainers who are subject-matter experts and qualified to deliver training in their respective industry. These trainers have real world experience and degrees/credentials to certify their knowledge and teaching abilities. M5 may also subcontract some training to vendors.

RECOMMENDATION

Staff recommends approval of this proposal.

DEVELOPMENT SERVICES

M5 retained National Training Company, Inc. (NTCI) in Irvine to assist with development of this proposal for a flat fee of \$7,000.

ADMINISTRATIVE SERVICES

M5 also retained NTCI to perform administrative services in connection with this proposal for a fee not to exceed 13% of payment earned.

TRAINING VENDORS

To Be Determined

Exhibit B: Menu Curriculum

Class/Lab/E-Learning Hours

8 – 200 (Job 1)

8 – 260 (Job 2)

Trainees may receive any of the following:

COMMERCIAL SKILLS

- Baton Refresher
- Baton Training Certification
- Chemical Agents
- Firearms Certification
- Firearms Requalification
- First Aid CPR AED
- Guard Card Only or Annual Refresher
- Private Security Officer (Armed)
- Private Security Officer (Armed) & School Security Officer
- Private Secretary Officer (Unarmed)
- School Security Officer
- Small Business Enterprises/Entrepreneurship

JOB READINESS TRAINING

- Resume Writing
- Interview Preparation
- Communication Skills
- Customer Service

Safety Training cannot exceed 10% of total training hours per-trainee

Note: Reimbursement for retraining is capped at 200 total training hours per trainee, regardless of the method of delivery. Reimbursement for new hire training is capped at 260 total training hours per trainee.

Participating Employers in Retrainee Multiple Employer Contracts

Contractor's Name: M-5 Training School of Protective Services

CCG No.: ET21-0179

Reference No: 20-0225

Page 1 of 1

Self-reported listing of potential employers participating in the contract

ALPHABETIZE BY COMPANY NAME

Company: Advanced Security Concepts, Inc.

Priority? Yes No

Address: 16117 Covello St

City, State, Zip: Van Nuys CA 91406

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 5

Total # of full-time company employees worldwide: 50

Total # of full-time company employees in California: 50

Company: Allied Universal Security Services

Priority? Yes No

Address: 21300 Victory Blvd

City, State, Zip: Woodland Hills Ca 91367

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 90

Total # of full-time company employees worldwide: 210,000

Total # of full-time company employees in California: 49,000

Company: G4S Secure Solutions (USA) Inc.

Priority? Yes No

Address: 5630 District Blvd, Ste 101

City, State, Zip: Bakersfield CA 93313

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 10

Total # of full-time company employees worldwide: 570,000

Total # of full-time company employees in California: 5,100

Company: Veterans High Risk Security Solutions, Inc.

Priority? Yes No

Address: 71713 Highway 111 Ste 102

City, State, Zip: Rancho Mirage CA 92270

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 2

Total # of full-time company employees worldwide: 16

Total # of full-time company employees in California: 16



COVID Rapid Reemployment and Retraining Pilot

Training Proposal for:

SOMA AEC INC. dba Oxman College

Contract Number: ET21-0185

Panel Meeting of: October 23, 2020

ETP Regional Office: San Francisco Bay Area

Analyst: R. Jackson

PROJECT PROFILE

Contract Attributes:	COVID Retrainee New Hire Priority Rate Job Creation Initiative SET	Industry Sector(s):	MEC (H) Healthcare (62) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Statewide	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Turnover Rate:	20%		
Managers/Supervisors: (% of total trainees)	N/A		

FUNDING DETAIL

Program Costs	+	Support Costs	=	Total ETP Funding
\$200,000		N/A		\$200,000

In-Kind Contribution:	50% of Total ETP Funding Required	\$110,000
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TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage
				Class / Lab	CBT		
1	Retrainee Job Creation Initiative Priority Rate SET COVID	Other Titles (COVID Training Bundle)	80	4-4	0	\$2,000	\$17.50
				Weighted Avg: 4			
2	New Hire Priority Rate SET COVID	Other Titles (COVID Training Bundle)	20	4-4	0	\$2,000	\$17.50
				Weighted Avg: 4			

Minimum Wage by County: Job Numbers 1 & 2 (COVID/Statewide): \$17.50 per hour.

Health Benefits: Yes No This is employer share of cost for healthcare premiums – medical, dental, vision.

Used to meet the Post-Retention Wage?: Yes No Maybe

Up to \$2.50 per hour may be used to meet the Post-Retention Wage for Job Numbers 1 & 2

Wage Range by Occupation		
Occupation Titles	Wage Range	Estimated # of Trainees
Job Number 1		
Nurse Assistant		25
Vocational Nurse		15
		5
Rehabilitation Assistant		20
Registered Nurse		5
Mental Health Worker		9
Allied Health Professional		1
Job Number 2		
Vocational Nurse		5
Rehabilitation Assistant		1
Nurse Assistant		10
Registered Nurse		2
Mental Health Worker		1
Allied Health Professional		1

*It will be made a condition of contract that the trainees in this Job Number will never be paid less than the State or local minimum wage rate as in effect at the end of retention regardless of the wage expressed in this table. The highest minimum wage rate will prevail. Oxman estimates of the total number of trainees listed in the range \$15.00 - \$20.00, a small percentage will need the full benefit amount of \$2.50 to reach \$17.50 wage requirements for New Hire Programs due to the anticipated wage progression in the professions over the course of a two year term.

INTRODUCTION

Founded in 1991, SOMA AEC INC. dba Oxman College (Oxman College) (www.oxmancollege.com) is a private, post-secondary vocational school. The College provides training in computer programming, computer applications, continuous improvement, and healthcare to employers throughout California. ETP-funded training will be delivered at its approved Bureau of Private Postsecondary Education (BPPE) offices statewide.

This project will be Oxman College's fourteenth ETP Contract, and its fifth in the last five years. In this proposal, ETP funds will be used to train healthcare workers by delivering a COVID Training Bundle for medical professionals in the healthcare industry. Occupations from participating employers within the allowed North American Industry Classification System (NAICS) codes will be trained as permitted by ETP's COVID Rapid Reemployment and Retraining Pilot.

This project is proposed to be funded under the COVID Pilot program.

Veterans Program

Although this project does not include a Veteran's component, Oxman College offers priority enrollment for veterans into its programs as well as priority hiring for veterans into its faculty and staff.

Retrainee – Job Creation

In this (COVID Pilot) proposal, the participating employers will hire 80 net-new employees (Job Number 1). The date-of-hire for trainees will be within the three-month period before contract approval or within the term-of-contract. These trainees will be hired into "net-new jobs" as a condition of contract.

The Panel offers incentives to companies that commit to hiring new employees. Training for newly-hired employees will be subject to a lower post-retention wage. This proposal's post-retention wage will reflect \$17.50 as per the COVID Pilot guidelines.

Healthcare Demand

Current labor-market information highlights the magnitude of health-related employment opportunities. Oxman College reports that information from the Employment Development Department's (EDD) Labor Market Information Division (LMID) projects growth in healthcare jobs of up to 22% in the San Francisco and San Mateo metropolitan statistical area (MSA) and 25.4% in the Alameda and Contra Costa MSA by 2024, resulting in a projected total of over 300,000 healthcare jobs.

The Bay Area's population is projected to increase by 30% by 2040 with a 137% growth in the 65 and over age group, according to Plan Bay Area 2040. This demographic shift will drive significantly increased demand for care and healthcare professionals to provide it.

PROJECT DETAILS

Many Bay Area employers have a shortage of workers for skilled, entry-level jobs due to a robust job market in the medical field. Oxman College's New Hire trainees lack the necessary skills to meet minimum-job qualifications. To address this challenge, Oxman College is including a sector-focused program in healthcare skills related to needs driven by the response to the COVID-19 pandemic. ETP Staff has reviewed and verified 60% seats for the participating employers and observed they are all from priority industries deemed eligible under COVID Pilot's NAICS codes.

Training Plan

Training will be delivered by Oxman College trainers via Class/Lab/E-Learning in the following:

Other Titles (COVID Training Bundle): Training will be offered to all occupations on topics such as Personal Protective Equipment, COVID-19 Common Presenting Symptoms, and Environmental Cleaning and Infection Prevention.

Special Employment Training (New Hire)

Under Special Employment Training, the participating employer is not required to demonstrate out-of-state competition. Trainees may also receive a higher portion of Literacy or Other Skills; however, up to 50% of training hours per trainee must be vocational.

Wage Modification

SET New Hire trainees may be subject to earn at least the ETP COVID Pilot's Minimum Wage rather than the Statewide Average Hourly Wage. Ordinarily, these trainees may receive the ETP New Hire Minimum Wage (post-retention), but in this case ETP's COVID Pilot has its own wage requirement of \$17.50 per hour (statewide).

Retention Modification

The Panel may also modify the retention period for these trainees, making it satisfied by employment of at least 90 consecutive days, with at least 20 hours of employment per week. Incidental placement with public and non-profit entities is permissible, not to exceed 20% of the total number of trainees retained in employment. Oxman College requests this retention modification.

Curriculum Development

The COVID Training Bundle is limited to four hours of training designed primarily to provide vocational and soft skills training to successfully gain and retain employment.

Curriculum is developed by trained educators based on direct input from Oxman College's employer partners and from all employers who hire its graduates. Oxman College is constantly adjusting programs in response to this input. Evaluations are also conducted following each training class.

Commitment to Training

ETP funds will not displace the existing financial commitment to training. Government funds, foundation funding, and/or private funding will be used to cover costs that exceed the amount paid by ETP. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

Oxman College's Program Administrator (dedicated administrator) will provide administrative oversight. Its Program Coordinator will assist in administering the project by scheduling training and rosters' collection. Additionally, one administrative-staff member will be assigned for marketing and recruitment while another will handle job placement. ETP training will be coordinated and delivered by two trainers who are subject-matter experts.

Training Agency Certification

Training agency eligibility requires certification by an independent third-party, as required for the type of school and course of study. Most schools must also be licensed by the BPPE.

Oxman College is eligible as a training agency based on the following:

- BPPE licensure valid until 9/30/20, but it is in the process of being renewed.

Marketing and Support Costs

COVID Pilot guidelines do not allow for support costs.

Tuition Reimbursement

Students enrolled in the ETP-funded program will not be charged tuition, fees, or any other costs associated with training. The representation will be made a condition of the Contract.

RECOMMENDATION

Staff recommends approval of this proposal.

ACTIVE PROJECTS

The following table summarizes Contractor's performance under an active ETP Contract:

Contract No.	Approved Amount	Term	No. Trainees (Estimated)	No. Completed Training	No. Retained
ET20-0125	\$748,897	9/1/19 – 8/31/21	208	TBD	TBD

Based on ETP systems, 31,094 reimbursable hours have been tracked for potential earnings of \$715,162 (95% of approved amount). The Contractor projects final earnings of 100% based on training currently committed to by employers and in progress through May 2021.

PRIOR PROJECTS

The following table summarizes Contractor's performance by Oxman College under an ETP Contract that was completed within the last five years:

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
ET18-0128	Statewide	9/1/17 – 8/31/19	\$943,400	\$943,140* (100%)
ET16-0402	Statewide	4/5/16 – 4/4/18	\$543,861	\$538,741 (99%)

*ET18-0128 was reduced to \$943,140 due to an Amendment being approved that consequently adjusted the Contract's approved amount down.

DEVELOPMENT SERVICES

N/A

ADMINISTRATIVE SERVICES

N/A

TRAINING VENDORS

N/A

Exhibit B: Menu Curriculum**Class/Lab/E-Learning Hours**

4-4

Trainees may receive any of the following:

OTHER TITLES (COVID Training Bundle)

- ✚ COVID-19 and Common Presenting Symptoms
- ✚ Prevention in Long-Term Care Facilities
- ✚ Personal Protective Equipment
- ✚ Testing Guidelines
- ✚ Contact Tracing
- ✚ Environmental Cleaning and Infection Prevention
- ✚ Mask Use: COVID-19 Guidance
- ✚ Infection Control
- ✚ Isolation and Quarantine
- ✚ Communication with staff and patients
- ✚ Medical Skills - Didactic
- ✚ Medical Skills - Clinical with Preceptor
- ✚ Continuous Improvement
- ✚ Soft Skills Training

Note: Reimbursement for retraining is capped at 4 total-training hours per trainee, regardless of the method of delivery.

**Participating Employers in Retrainee
Multiple Employer Contracts
Self-reported listing of potential employers participating in the Contract**

Contractor's Name: SOMA AEC INC. dba Oxman College

CCG No.: ET21-0185

Reference No: 20-0786

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ALPHABETIZE BY COMPANY NAME

Company: Community Care and Rehab Center

Priority? Yes No

Address: 4070 Jarupa Ave.

City, State, Zip: Riverside, CA 92506

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Contract: 30

Total # of full-time company employees worldwide: 160

Total # of full-time company employees in California: 160

Company: Legacy Post-Acute Care

Priority? Yes No

Address: 1335 N. Waterman Ave.

City, State, Zip: San Bernardino, CA 92404

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Contract: 40

Total # of full-time company employees worldwide: 180

Total # of full-time company employees in California: 180

Company: Ocean View Psychiatric Health Facility

Priority? Yes No

Address: 2600 Redondo Ave., Suite 500

City, State, Zip: Long Beach, CA 90806

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Contract: 30

Total # of full-time company employees worldwide: 150

Total # of full-time company employees in California: 150



RETRAINEE - JOB CREATION

Critical Proposal for:

Trillium Pumps USA, Inc.

Contract Number: ET21-0187

Panel Meeting of: October 23, 2020

ETP Regional Office: Sacramento

Analyst: K. Mam

PROJECT PROFILE

Contract Attributes:	Critical Proposal Priority Rate Retrainee Job Creation Initiative HUA	Industry Sector(s):	Manufacturing (E) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Fresno	Repeat Contractor:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Number of Employees in:	CA: 147	U.S.:277	Worldwide: 277
<u>Turnover Rate:</u>	8%		
<u>Managers/Supervisors:</u> (% of total trainees)	6%		

FUNDING DETAIL

In-Kind Contribution
\$149,732

Total ETP Funding
\$131,008

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage
				Class / Lab	CBT		
1	Retrainee Priority Rate	Business Skills, Computer Skills, Cont. Improv., HazMat, Mfg Skills, OSHA 10/30, PL-Mfg Skills	47	8-200	0	\$920	\$18.34
				Weighted Avg: 40			
2	Retrainee Priority Rate Job Creation Initiative	Business Skills, Computer Skills, Cont. Improv., HazMat, Mfg Skills, OSHA 10/30, PL-Mfg Skills	53	8-200	0	\$1,656	\$15.00
				Weighted Avg: 72			

* It will be made a condition of contract that trainees will never be paid less than the State or local minimum wage rate as in effect at the end of retention regardless of the wage expressed in this table. The highest minimum wage rate will prevail.

Minimum Wage by County: Job Number 1 (Retrainee): \$18.34 per hour for Fresno County.
Job Number 2 (Job Creation): \$15.00 per hour for Fresno County.
Health Benefits: Yes No This is employer share of cost for healthcare premiums – medical, dental, vision.
Used to meet the Post-Retention Wage?: Yes No Maybe
 Up to \$2.50 per hour may be used to meet the Post-Retention Wage for Job Number 1.

Wage Range by Occupation		
Occupation Titles	Wage Range	Estimated # of Trainees
Job Number 1 (Retrainees)		
Admin Staff		13
Engineering Staff		10
Production Staff		5
		4
		2
Quality/Testing Staff		1
		3
		1
Service/Maintenance Staff		1
		1
Supervisor		4
Warehouse Staff		1

		1
Job Number 2 (Job Creation)		
Admin Staff		9
Engineering Staff		10
Production Staff		5
		8
		5
Quality/Testing Staff		1
		3
		1
Service/Maintenance Staff		1
		1
Supervisor		2
Warehouse Staff		7

CRITICAL PROPOSAL

Trillium Pumps USA, Inc. (Trillium Pumps) is designated as a “Critical Proposal” recommended by the Governor’s Office of Business and Economic Development. The Company is expanding its Fresno facility and will be hiring 53 new employees. Training under this proposal will provide staff with extensive training on manufacturing practices and system skills.

INTRODUCTION

Founded in 1934 and headquartered in Fresno, Trillium Pumps (www.trilliumflow.com), a division of Trillium Flow Technologies Holdco Limited, is a fully integrated manufacturer of vertical turbine pumps for water and wastewater, oil and gas, mining, energy, and industrial markets worldwide. The Company has a location in Salt Lake City and multiple locations worldwide (Canada, France, China, and Australia). Training under this proposal will only be for the Fresno location. This is Trillium Pumps first ETP-funded project.

Veterans Program

Although Trillium Pumps does not have a Veterans component under this proposal, the Company periodically recruits and hires Veterans.

PROJECT DETAILS

Earlier this year, the Board of Directors of Trillium Pumps announced the consolidation of its Salt Lake City location into its Fresno facility. The merger will expand existing operation in Fresno including an increase in production lines. The Company has transitioned existing machinery from its Salt Lake City location to Fresno including CNC Machines, Fabrication Machines, and Laser and Press Brakes. The Company will train new and existing trainees on technical and system knowledge. Training under this proposal will ensure staff can adapt to new equipment and product lines, expanded teams, evolving systems, and customer requirements.

Retrainee - Job Creation

The Panel offers incentives to companies that commit to hiring new employees. Training for newly-hired employees will be subject to a lower post-retention wage.

Due to the expansion of the Company's Fresno facility, Trillium Pumps anticipates increasing its workforce. The Company will hire 53 new employees (Job Number 2). The date-of-hire for trainees will be within the three-month period before contract approval or within the term-of-contract. These trainees will be hired into "net new jobs" as a condition of contract.

Training Plan

Training will be delivered via Classroom/Laboratory, E-Learning/Videoconferencing, and Productive Lab methods. In-house subject matter experts and external training vendors may be utilized to deliver training in the following:

Business Skills: Training will be offered to all occupations focused on improving customer relations. Training topics include Customer Service, Interpersonal Communication, and New Product Development.

Computer Skills: Training will be offered to all occupations focused on new and existing software systems. Training topics include Syteline Enterprise Resource Planning (ERP) System, AUTO/CAD, and SolidWorks.

Continuous Improvement: Training will be offered to all occupations focused on sustaining and enhancing quality and efficiency. Training topics include Quality Control, Quality Management Systems, and Supply Chain Optimization.

Manufacturing Skills: Training will be offered to Production Staff, Quality/Testing Staff, Service/Maintenance Staff, Engineering Staff, and Supervisors. Training will focus on production equipment and job specific technical skills. Training topics include CNC Machining, Welding, and Blueprint Reading.

Hazardous Materials: Training will be offered to Production Staff, Warehouse Staff, and Supervisor focused on material handling. Training topics includes Lock Out Tag Out and Hazardous Waste Handling.

OSHA 10/30: This training is a series of courses "bundled" by industry sector and occupation. It consists of 10 hours of classroom or CBT training for journey-level workers and 30 hours for frontline supervisors. The coursework is geared to construction work, and also manufacturing. Completion of the training results in a certificate that expands employment opportunities. The coursework must be approved by Cal-OSHA, and the instructors must be certified by Cal-OSHA.

Productive Laboratory

Trainees may produce goods for profit as part of the Productive Lab (PL) training in the courses identified under the Curriculum.

Trillium Pumps will train all Production Staff on effective machine operation, maintenance, setup and troubleshooting. Since equipment cannot be reproduced in a classroom setting, PL training is necessary to ensure safety standards are met. This training will be provided at a much slower pace than regular production with significantly higher defects as trainees gain proficiency. A subject matter expert will conduct training. The trainer will demonstrate how to use the equipment, then supervise trainees' use of the equipment. A department supervisor will certify trainee competency once training is completed. Training will be under constant supervision.

Trillium Pumps is requesting a trainer-to-trainee ratio of 1:3 as trainees typically work in groups of three to ensure safety precautions are met. PL training is approximately up to 80 hours per trainee due to the complexity of equipment operation.

High Unemployment Area

All trainees in Job Number 1 and 2 work in Fresno County, a High Unemployment Area (HUA) with unemployment exceeding the state average by at least 25%.

Retraining projects will only qualify for the HUA wage reduction if post-retention wages exceed pre-retention wages. The HUA wage reduction shall not apply to wages governed by a collective bargaining agreement.

➤ Wage Modification

For these trainees, the Panel may modify the ETP Minimum Wage by up to 25% if post-retention wages exceed the start-of-training wages. However, the Company is not requesting a wage modification.

Commitment to Training

Trillium Pumps invests \$100,000 annually on training. The Company trains on standard safety and orientation. ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

The Company's Human Resources Manager and Operations team will coordinate all training efforts including scheduling training, roster collection, and ensuring compliance with all ETP requirements. Additionally, the Company has hired a third-party administrator with extensive ETP administration experience to work closely with staff to complete the project successfully.

RECOMMENDATION

Staff recommends approval of this proposal.

DEVELOPMENT SERVICES

California Manufacturing Technology Consulting (CTMC) in Torrance assisted with development of this proposal for a flat fee of \$10,000.

ADMINISTRATIVE SERVICES

CMTC will also perform administrative services in connection with this proposal for a fee not to exceed 13% of payment earned.

TRAINING VENDORS

To Be Determined

Exhibit B: Menu Curriculum

Class/Lab/E-Learning/Videoconferencing Hours

8-200 Trainees may receive any of the following:

BUSINESS SKILLS

- ✚ Business Writing
- ✚ Customer Service
- ✚ Goal Setting
- ✚ Interpersonal Communication
- ✚ Negotiation Skills
- ✚ New Product Development
- ✚ Product Knowledge
- ✚ Time Management Skills

COMPUTER SKILLS

- ✚ AutoCAD
- ✚ Microsoft Office (Intermediate & Advanced)
- ✚ SolidWorks
- ✚ Syteline Enterprise Resource Planning (ERP) System

CONTINUOUS IMPROVEMENT

- ✚ Communication Skills
- ✚ COVID Workplace Safety
- ✚ Cycle Counting
- ✚ Document Control
- ✚ Implementing ISO 9000
- ✚ Internal Auditor
- ✚ Leadership
- ✚ Leading Change
- ✚ Lean Manufacturing
- ✚ Making Products in a COVID-Safe Way
- ✚ Mistake Proofing
- ✚ Problem Solving
- ✚ Process Improvement
- ✚ Quality Control
- ✚ Quality Control Check Points
- ✚ Quality Inspection
- ✚ Quality Management Systems
- ✚ Remote Work – Managing Work During a Pandemic
- ✚ Six Sigma
- ✚ Supply Chain Optimization
- ✚ Teams and Team Building

HAZARDOUS MATERIALS

- ✚ Hazardous Waste Handling
- ✚ Lock Out Tag Out
- ✚ Personal Protective Equipment (PPE)

MANUFACTURING SKILLS

- ✚ Assembly
- ✚ Blueprint Reading
- ✚ CNC Machining

- ✚ Electrical Skills
- ✚ Equipment Set Up & Operations
- ✚ Fabrication
- ✚ Forklift
- ✚ HVAC (Heating, Ventilation, & Air Condition) Tools and Procedures
- ✚ Inventory Control Management
- ✚ Maintenance Mechanic
- ✚ Manual Lathe Machining
- ✚ Material Requirements Planning & Processes
- ✚ Packaging & Shipping Standards
- ✚ Painting
- ✚ Preventative Maintenance
- ✚ Productions Skills
- ✚ Programmable Logic Controllers
- ✚ Requirements for Device Safety
- ✚ Sandblasting
- ✚ Shop Math and Geometric Dimensioning & Tolerancing
- ✚ Test Lab Technician
- ✚ Warehousing
- ✚ Welding

OSHA 10/30 (certified OSHA instructor)

- ✚ OSHA 10
- ✚ OSHA 30

Productive Lab Hours

0-80

MANUFACTURING SKILLS (1:3)

Equipment Set up & Operation

- ✚ Assembly Operations
- ✚ Blasting Operations
- ✚ Computer Numerical Control (CNC) and Vertical Turning Lathes (VTL) Machines
- ✚ Crane Operations
- ✚ Forklift Operations
- ✚ Loading Operations
- ✚ Manual Lathes
- ✚ Operating Motors with up to 3160hp
- ✚ Operating Variable Frequency Drives (VFD)
- ✚ Painting Operations
- ✚ Performance Testing Operations
- ✚ Picker Operations
- ✚ Pipe and Plate Burner
- ✚ Scissor Lift Operations
- ✚ Service and Warranty Repairs
- ✚ Welder Operations for Different Alloys

Safety Training cannot exceed 10% of total training hours per-trainee (This cap does not apply to OSHA 10/30)

Note: Reimbursement for retraining is capped at 200 total training hours per trainee, regardless of the method of delivery.



**Training Proposal for:
American Medical Response of Southern California**

Contract Number: ET21-0192

Panel Meeting of: October 23, 2020

ETP Regional Office: San Diego

Analyst: S. Bailey

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate Medical Skills Training Job Creation Initiative SET	Industry Sector(s):	Other (J) Healthcare (62) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Contra Costa, Los Angeles, Monterey, Sacramento, San Bernardino, San Diego, San Joaquin, Santa Clara, Yolo	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No American Federation of State, County & Municipal Employees, Local 4911; International Association of EMTS & Paramedics; San Diego Emergency Medical Services Association		
Number of Employees in:	CA: 8,200	U.S.: 38,000	Worldwide: 38,000
<u>Turnover Rate:</u>	3%		
<u>Managers/Supervisors:</u> (% of total trainees)	N/A		

FUNDING DETAIL

In-Kind Contribution
\$620,000

Total ETP Funding
\$499,100

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage
				Class / Lab	CBT		
1	Retrainee SET Priority Rate Medical Skills Training	MS-Didactic, MS-Preceptor, Cont. Imp.	800	8-200	0	\$529	*\$13.00
				Weighted Avg: 23			
2	Job Creation SET Priority Rate Medical Skills Training	MS-Didactic, MS-Preceptor, Cont. Imp.	100	8-200	0	\$759	*\$13.00
				Weighted Avg: 33			

*It will be made a condition of contract that trainees will never be paid less than the State or local minimum wage rate as in effect at the end of retention regardless of the wage expressed in this table. The highest minimum wage rate will prevail.

Minimum Wage by County: Job Number 1 (SET/Priority Industry): \$25.01/hr; Job Number 2 (SET/Job Creation): \$15.00/hr. All Trainees included in this project will be compensated in accordance with the Collective Bargaining Agreements for their respective county, at no less than \$13.00/hr.

Health Benefits: Yes No This is employer share of cost for healthcare premiums – medical, dental, vision.

Used to meet the Post-Retention Wage?: Yes No Maybe

Although the employer provides health benefits they are not being used to meet ETP’s Post-Retention Wage.

Wage Range by Occupation		
Occupation Titles	Wage Range	Estimated # of Trainees
Job Number 1		
EMT		168
		174
		72
		76
Paramedic		32
		62
		216
Job Number 2 (Job Creation)		
EMT		45
		29
		6
		2

Paramedic		6
		4
		8

INTRODUCTION

Founded in 1992 and headquartered in Riverside, American Medical Response of Southern California (AMR SoCal) (www.amr.net) provide an array of services including both emergency and non-emergency response transportation services and disaster response and event medical services. AMR SoCal (Riverside, Redlands and San Diego) will be the lead employer with five affiliates which include:

- American Medical Response West (AMR West)
(Concord, Salinas, Stockton and Sacramento)
- Pacific Ambulance, Inc. (San Diego)
- American Medical Response of San Diego (San Diego)
- Westmed Ambulance (Compton)
- Rural Metro of California, Inc. (San Jose)

AMR SoCal and its affiliates are holdings of GMR Buyer Corp. and Envision Healthcare Holdings, Inc. The Company's customers include hospitals, healthcare systems, and local, state and national government entities.

This will be the AMR SoCal's third ETP project, and the third in the last five years. The Company's most recent project (ET17-0455) included only AMR of SoCal and trained 760 trainees at locations statewide. The inclusion of five affiliates in this proposal expands the scope to 17 locations and 900 trainees statewide.

Veterans Program

While AMR does not have a dedicated recruitment program for Veterans, the Company is committed to hiring and retaining Veterans through California.

Union Support

EMTs and Paramedics are represented American Federation of State, County & Municipal Employees; International Association of EMTs & Paramedics; and San Diego Emergency Medical Services Association. The respective unions have submitted letters of support for this training project.

PROJECT DETAILS

Training proposed under this project will ensure compliance with the evolving healthcare industry, including staying up-to-date with government regulations and advances in the use of medical technology. Further, due to the ever changing nature of the recent COVID Pandemic, advanced training is needed to provide staff with an increased ability to adapt while in the field and better respond to the unique needs of patients.

The Company has seen an increased demand for its services and the lack of experienced staff within the community has made meeting these demands challenging, especially during the pandemic. Previously, the Company outsourced its training program. However, as of last year, trainees will now receive training internally through the introduction of newly implemented training program to be delivered by seasoned staff and subject matter experts.

The new training plan includes skills related to employee safety in light of the pandemic, and includes the use of personal protective equipment, and the monitoring, testing, transportation, and treatment in place of COVID-19 patients or potential COVID-19 patients while in the field. This includes incumbent staff need for ongoing training in order to respond to changing regulations and standards implemented in response to COVID-19. As such, trainees will receive training focused on implementing changing standards and improving patient care.

Staff will also receive additional training in the proper measures needed to safely assess and transport patients in need of emergency medical services. This includes new protocols in patient assessment and care. The goal is to maintain quality patient care by increasing the skills necessary to keep both patient and staff safe while maintaining quality patient care. The goal through this newly adapted training plan is to reduce the number of patients transported to a care facility by placing an emphasis on both treatment in place and transport to alternative destinations.

Finally, the Company will focus on continuous improvement training which will, upgrade trainee skills with improved techniques and latest medical technology. Emergency medical care is an ever-evolving practice and as such, continuous improvement training is needed to ensure staff can remain up-to-date.

Retrainee - Job Creation

The Panel offers incentives to companies that commit to hiring new employees. Training for newly-hired employees will be subject to a lower post-retention wage.

The Company will hire 100 new employees (Job Number 2) over a two year period. This will ensure the Company can continue to provide skilled staff within the community in response to the increased demand for its services due to COVID. The date-of-hire for trainees will be within the three-month period before contract approval or within the term-of-contract. These trainees will be hired into "net new jobs" as a condition of contract.

Training includes a focus on developing newly hired EMTs to become Paramedics. Training will be delivered via classroom lectures and ride-along Medical Skills-Preceptor training with a field training officers. This training will include skills necessary for a new hire to acquire the skills needed to enter field training.

Training Plan

Medical Skills – Didactic: EMTs and Paramedics will complete medical skills didactic training that including Prehospital Care, Patient Assessment, Trauma Emergencies, Medical Emergencies and Special Operations.

Medical Skills – Preceptor: Preceptor training occurs in vehicles and during medical emergency response calls. In the medical field, training is learned from more experienced medical healthcare providers. EMTs and Paramedics will complete medical skills preceptor training that includes Prehospital Care, Patient Assessment, Trauma Emergencies, Medical Emergencies and Special Operations. The ratio will be no more than 1:2.

For newly hired EMTs hands-on training will be provided to EMTs to progress to Paramedics. During this training, the new hire will be continuously evaluated on both execution and decision-making skills under pressure. Only once the trainer is confident in the new hire's abilities will the new hire be able to work as an EMT.

Continuous Improvement: EMTs and Paramedics will complete training in Ambulance Operations Skills, Customer Service, Documentation Skills, Conflict Resolution, Critical Thinking, EMS Communications & Protocols, and Standard Operating Procedures.

Special Employment Training

Under Special Employment Training (SET), the employer is not required to demonstrate out-of-state competition. To qualify under SET, trainees must be earning at least the statewide average hourly wage at the end of the retention period.

➤ **Wage and Retention Modification**

Employees covered under a collective bargaining agreement need not meet the SET Modified Priority Industry Post-Retention minimum Wage requirements (\$25.01 Retraitees, and \$15.00 Job Creation), however, and may use collective bargaining agreement (CBA) wages.

Per the CBA wages, both EMTs and Paramedics will receive a wage increase of between 3% - 4% over the period of the CBA Contract which began in 2018 and completes between 2022 and 2023 respectively. AMR states that all proposed trainees earn over \$13.00/hr.

The Company requests to apply CBA wages to this project. For Job 1 (Retraitees) 292 of the 800 (36%) proposed incumbent workers earn over \$25.01; and for Job 2 (Job Creation): 55 of the 100 (55%) proposed trainees earn over \$15.00 (See Range by Occupation Table on Page 2).

Due to the nature of shifts for staff, AMR respectively requests an alternative retention that includes the following: at least 500 hours within 120 days. The Company has requested alternative retention to account for staff who work flex shifts.

Commitment to Training

AMR's budgeted training for its California facilities included in this proposal are approximately \$9.4 Million annually. AMR's current training includes EMT and Paramedic training, basic new employee orientation, regulatory compliance topics, county fire procedures, continuing education, and hazmat courses. The Company also provides mandatory and elective training depending on employee needs and/or local regulations.

The proposed use for ETP funds in this project will provide resources needed for AMR to continue to provide this training as well as provide the training required to educate employees with new COVID mandates as well as provide safe services related to COVID. The funding will also help expand employee skills by increasing focusing continuous improvement training on improved techniques and updated medical technology. Lastly, ETP funds will assist AMR to train newly hired staff in efforts to support internal upward mobility while upgrading the skills of its incumbent EMTs and Paramedics. ETP funds will not displace the existing financial commitment to training.

➤ **Training Infrastructure**

The project will be overseen by the Director of Tax Planning. In addition, AMR will utilize existing training administrative professionals (Clinical Education Specialists) to assist in the training administration. These professionals will be responsible for scheduling training, enrolling trainees, and tracking training hours in coordination with its Administrative

Subcontractor. In addition, as the training plan will cover several facilities across the state, a Clinical Education Specialist will be assigned at each location involved in the training plan in a collaborative effort to ensure project success at each location.

Alternative Recordkeeping

In the interest of maintaining social distancing due to COVID-19, AMR SoCal requests alternate recordkeeping practices.

Impact/Outcome

The expected impact of implementing the training initiatives as stated above include: The ability to successfully and efficiently train new EMT hires in the proper protocols and procedures to provide ambulatory care to their patients; Upgrade skills of EMT's to become paramedics so as to foster upward mobility; and continue to upgrade employees skills through continuous improvement education which will assist employees obtaining skills necessary to become Registered Nurses, Firefighters, or lead Paramedics within the Company.

RECOMMENDATION

Staff recommends approval of this proposal.

PRIOR PROJECTS

The following table summarizes Contractor's performance under ETP Contracts that were completed within the last five years:

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
ET17-0455	Riverside	4/01/17- 3/31/19	\$745,800	\$745,800 (100%)
ET15-0269	Riverside	9/02/14- 9/01/16	\$529,600	\$491,472 (93%)

DEVELOPMENT SERVICES

Think, LLP in Newport Beach assisted with development for a flat fee of \$25,000.

ADMINISTRATIVE SERVICES

Think, LLP will also perform administrative services for a fee not to exceed 13% of payment earned.

TRAINING VENDORS

To Be Determined

Exhibit B: Menu Curriculum**Class/Lab/E-Learning Hours**

8-200 Trainees may receive any of the following:

MEDICAL SKILLS – PRECEPTOR (1:2 Ratio)

- **Prehospital Care**
 - Advanced Prehospital Care
 - Anatomy and Physiology
 - Pathophysiology
 - Life-Span Development
 - Pharmacology
 - Medication Administration
 - Airway Management Ventilation
 - Therapeutic Communication
- **Patient Assessment**
 - History Taking
 - Physical Exam Techniques
 - Patient Assessment
 - Clinical Decision Making
 - Communications
 - Documentation
- **Trauma Emergencies**
 - Trauma and Trauma Systems
 - Blunt Trauma
 - Penetrating Trauma
 - Hemorrhage and Shock
 - Soft-Tissue Trauma
 - Burns
 - Musculoskeletal Trauma
 - Head, Facial and Neck Trauma
 - Spinal Trauma
 - Thoracic Trauma
 - Abdominal Trauma
- **Medical Emergencies**
 - Pulmonology
 - Cardiology
 - Neurology
 - Endocrinology
 - Allergies and Anaphylaxis
 - Gastroenterology
 - Urology and Nephrology
 - Toxicology and Substance Abuse
 - Hematology
 - Environmental Emergencies
 - Infectious Disease
 - Psychiatric and Behavioral Disorders
 - Gynecology
 - Obstetrics
 - Special Operations
 - Neonatology
 - Pediatrics

- Geriatric Emergencies
- Abuse and Assault
- The Challenged Patient
- Acute Interventions for the Chronic-Care Patient
- Assessment-Based Management

MEDICAL SKILLS - DIDACTIC

- **Prehospital Care**
 - Advanced Prehospital Care
 - Anatomy and Physiology
 - Pathophysiology
 - Life-Span Development
 - Pharmacology
 - Medication Administration
 - Airway Management Ventilation
 - Therapeutic Communication
- **Patient Assessment**
 - History Taking
 - Physical Exam Techniques
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- **Trauma Emergencies**
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- **Medical Emergencies**
 - Pulmonology
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 - Endocrinology
 - Allergies and Anaphylaxis
 - Gastroenterology
 - Urology and Nephrology
 - Toxicology and Substance Abuse
 - Hematology
 - Environmental Emergencies
 - Infectious Disease
 - Psychiatric and Behavioral Disorders
 - Gynecology
 - Obstetrics
- **Special Operations**
 - Neonatology
 - Pediatrics

- Geriatric Emergencies
- Abuse and Assault
- The Challenged Patient
- Acute Interventions for the Chronic-Care Patient
- Assessment-Based Management

CONTINUOUS IMPROVEMENT

- Ambulance Operations Skills
- Customer Service
- Documentation Skills
- Conflict Resolution
- Critical Thinking
- EMS Communications & Protocols
- Standard Operating Procedures

Note: Reimbursement for retraining is capped at 200 total training hours per trainee, regardless of the method of delivery.



August 21, 2020

Employment Training Panel
1100 J Street
Sacramento, CA 95814

Dear Panel Members,

I am the Executive Director of the United Emergency Medical Services Workers/AFSCME Local 4911 and am the exclusive representative for the employees working at American Medical Response in their Northern California, Riverside and Imperial County operations. We strongly support American Medical Response's proposed training plan application for funding from the Employment Training Panel.

The Union with respective Local(s) has received a Notice of Intent to train Collective Bargaining Agreement represented workers. In accordance with ETP regulation 4404, the Notice of Intent contained the information regarding the proposed training, the impacted employee population, the labor organization opportunity to participate in the agreement's development, and the effective date of the application.

By way of this letter of support, the undersigned, as an authorized labor representative of the covered union workers during the period of training described above concurs with the proposal, inclusive of the specified training and the covered members in the training plan reviewed. Any restrictions to the support provided which are outside of the specifics of the training plan approved by the Panel are between the Contractor and the Union as a condition of continued support.

Sincerely,

A handwritten signature in black ink, appearing to read "Jason Brollini".

Jason Brollini, NRP
Executive Director



International Association of EMTs and Paramedics

A DIVISION OF THE NATIONAL ASSOCIATION OF GOVERNMENT EMPLOYEES

August 24, 2020

Employment Training Panel of California
Sacramento Central Office
1100 J Street, Suite 400
Sacramento, CA 95814

AMR Grant Request

ETP Panel Members,

As National Director of the International Association of EMTs and Paramedics (IAEP), my organization and I proudly represent a large number of American Medical Response (AMR) employees in California. In the interest of our members and improving the quality of EMS care in California, the IAEP extends its support for American Medical Response's application to acquire funding from the Employment Training Panel.

The IAEP on behalf of our impacted locals has received a Notice of Intent to train collective bargaining agreement represented workers. In accordance with ETP regulation 4404, the Notice of Intent contained information regarding the proposed training, impacted employee population, a labor organization opportunity to participate in the agreement's development, and the effective date of the application.

The union supports this proposal and the included training for our members in those areas covered by this proposal. Any restrictions to the support provided which are outside specifics of the training plan approved by the panel are between the contractor and the union as a condition of continued support.

Sincerely,

Philip Petit
National Director, IAEP



August 25, 2020

Employment Training Panel
1100 J Street
Sacramento, CA 95814

Dear Panel Members,

I am the President of the San Diego Emergency Medical Services Association (SDEMSEA) and we are the exclusive representative for employees working at American Medical Response in their California operations in San Diego. We strongly support American Medical Response's proposed training plan application for funding from the Employment Training Panel.

SDEMSEA has received a Notice of Intent to train Collective Bargaining agreement represented workers. In accordance with ETP regulation 4404, the Notice of Intent contained the information regarding the proposed training, the impacted employee population, the labor organization opportunity to participate in the agreement's development, and the effective date of the application.

By way of this letter of support, the undersigned, as an authorized labor representative of the covered union workers during the period of training described above concurs with the proposal, inclusive of the specified training, and the covered members in the training plan reviewed. Any restrictions to the support provided which are outside of the specifics of the training plan approved by the Panel are between the Contractor and the Union as a condition of continued support.

Sincerely,

A handwritten signature in black ink, appearing to read "Marcia Neal", is written over a white background.

Marcia Neal
President, San Diego Emergency Medical Services Association (SDEMSEA)



RETRAINEE - JOB CREATION
Training Proposal for:
Hall Ambulance Service, Inc.
Contract Number: ET21-0197

Panel Meeting of: October 23, 2020

ETP Regional Office: North Hollywood

Analyst: M. Niquet

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate SET Medical Skills Training HUA	Industry Sector(s):	Services (G) Healthcare (62) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Kern	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Number of Employees in:	CA: 445	U.S.: 445	Worldwide: 445
<u>Turnover Rate:</u>	12%		
<u>Managers/Supervisors:</u> (% of total trainees)	N/A		

FUNDING DETAIL

In-Kind Contribution
\$366,180

Total ETP Funding
\$294,285

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage
				Class / Lab	CBT		
1	Retrainee Medical Skills Training SET	MST Didactic & Clinical Preceptor, Computer Skills, Cont. Imp.	69	8-200	0	\$759	\$25.01
				Weighted Avg: 33			
2	Retrainee Medical Skills Training HUA SET	MST Didactic & Clinical Preceptor, Computer Skills, Cont. Imp.	286	8-200	0	\$759	*\$13.76
				Weighted Avg: 36			
3	Retrainee Job Creation Medical Skills Training HUA	MST Didactic & Clinical Preceptor, Computer Skills, Cont. Imp.	30	8-200	0	\$828	*\$13.00
				Weighted Avg: 36			

*It will be made a condition of contract that trainees will never be paid less than the State or local minimum wage rate as in effect at the end of retention regardless of the wage expressed in this table. The highest minimum wage rate will prevail.

Minimum Wage by County: Job Number 1: (SET/Statewide Wage): \$25.01 per hour;

Job Number 2: (Retrainee/HUA) \$13.76 per hour for Kern County, **Job Number 3:** (Job Creation/HUA) \$13.00 per hour for Kern County.

Health Benefits: Yes No This is employer share of cost for healthcare premiums – medical, dental, vision.

Used to meet the Post-Retention Wage?: Yes No Maybe

Up to \$0.76 per hour may be used to meet the Post-Retention Wage for Job Number 2.;

Wage Range by Occupation

Occupation Titles	Wage Range	Estimated # of Trainees
Job Number 1 (SET/Retrainee)		
EMT		6
Paramedic		30
Registered Nurse		20
Dispatcher		10
Administrative Staff		3
Job Number 2 (SET/Retrainee/HUA)		
EMT		100
		35
		14

Paramedic		30
		70
Dispatcher		5
		10
Administrative Staff		7
		7
		8
Job Number 3 (SET/Job Creation/ HUA)		
EMT		15
		10
		5

INTRODUCTION

Founded in 1971, Hall Ambulance Services, Inc. (Hall Ambulance) (www.hallamb.com) is the largest emergency and non-emergency medical transportation provider in Kern County, providing transport services to 90% of Kern County with a base operation in Bakersfield. The Company has 16 locations that also serves the communities of Lamont, Arvin, Frazier Park, Taft, Shafter, Mojave, Tehachapi, Boron, California City, and Rosamond. All locations will be participating in this proposal. The Company is a member of the California Ambulance Association and the American Ambulance Association. This is Hall Ambulance's second ETP Contract and the second in the last five years.

Veterans Program

Although Hall Ambulance hires Veterans using standard hiring practices, there is not a Veterans component in this project.

PROJECT DETAILS

This proposal will be a continuation of the training from its first ETP contract (ET18-0188) with training period that ended in January 2020 as Hall Ambulance is expanding operations due to increased demand for services. Training under this proposal will train existing Emergency Medical Technicians (EMT) for higher level specialty positions as Paramedics. As EMTs move up to become Paramedics, Hall needs to hire and train newly hired replacement EMTs.

Hall Ambulance is currently experiencing a shortage of EMTs. The Company will hire employees with no experience and/or from unrelated fields due to a shortage of EMTs in Kern County. These employees will need extensive training to gain competence in pre-hospital assessment and care of patients of all ages with a variety of medical conditions and traumatic injuries. Training will include an introduction to emergency medical services, anatomy and physiology, medical emergencies, trauma, pre-hospital setting, and patient transportation. Further, Hall Ambulance encourages and trains incumbent EMTs to become Paramedics. The Company's Paramedic program typically requires between 1,200 to 1,800 training hours. Incumbent Paramedics will continue to receive medical skills and continuous improvement training to ensure they are current with the latest medical techniques and healthcare requirements.

The proposed ETP-funded training will allow Hall Ambulance to subsidize the high cost of training of experienced and new staff with emerging regulations. As a result of training, trainees will be able to provide safe patient care with the quality outcomes demanded by the Affordable Care Act.

This, in turn, will increase the commitment and retention of Hall employees, reduce turnover, and sustain growth.

Retrainee - Job Creation (Job 3)

The Panel offers incentives to companies that commit to hiring new employees. Training for newly-hired employees will be subject to a lower post-retention wage.

In order to expand operations due to an increase in demand for services, Hall Ambulance will recruit, hire and train 30 new employees (Job Number 3) within the next two years. The date-of-hire for trainees will be within the three-month period before contract approval or within the term-of-contract. These trainees will be hired into “net new jobs” as a condition of contract.

Training Plan

The proposed ETP funding will help the Company subsidize the high cost of training. The training will focus on the Emergency Medical Technicians (EMT) and Paramedics.

Continuous Improvement - Training will be provided to all occupations to foster improvement in communication, customer service, leadership, standard operating procedures, and team building.

Computer Skills – Training will be offered to all occupations in the use of the new Electronic Medical Records (EMR) system so employees can accurately enter and retrieve patient information. Trainees will also receive training in Client Management Relationship (CMR) and Client Billing software.

Medical Skills -Training will be offered to EMTs, Paramedics, and Nurses. Trainees will receive the latest medical techniques and methodologies to incorporate best practices into their daily routines. This training will focus on patient care and life support, equipment operation, and transport techniques to ensure competency and maximize patient satisfaction and safety.

Special Employment Training/ High Unemployment Area

Under Special Employment Training (SET), the participating employer is not required to demonstrate out-of-state competition. To qualify under SET, trainees must be earning at least the statewide average hourly wage (\$33.34)

➤ Wage Modification Job 1

Hall requests a wage modification from \$33.34 to \$25.01 Priority Industry Modified. Although Kern County is in an HUA, an HUA wage modification is not being requested for Job Number 1.

➤ Wage Modification – HUA (Job 2 and 3)

All trainees work in a High Unemployment Area (HUA), with unemployment exceeding the state average by at least 25%. The Company’s locations in Kern County are in an HUA.

The Panel may modify the ETP Minimum Wage for these trainees by up to 25% if post-retention wages exceed the start-of-training wages. Hall Ambulance requests a wage modification from \$25.01 per hour to \$13.76 per hour for Job Number 2 (Retrainees) and \$13.00 per hour for Job Number 3 (Job Creation).

Retraining projects will only qualify for the HUA wage reduction if post-retention wages exceed pre-retention wages. A new-hire project will qualify for the HUA wage reduction, without regard to a wage differential, for post-retention wages. EMT's in Job Number 3 typically receive a raise within 6 to 9 months of being hired.

Commitment to Training

The Company's current annual training budget is approximately \$15,000 for training in California training programs including new hire orientation, sexual harassment prevention, diversity, conflict resolution, and general safety training.

ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

Hall Ambulance's Critical Care Manager will oversee training and project administration with the assistance of the Company's General Manager and Assistant Training Center Coordinator. Training will be provided by dedicated in-house trainers and subject-matter experts. The Company has a well-established training platform and internal administrative procedures. Training will occur at all facilities. However, training records will be centrally maintained at its main office in Bakersfield. The Company has also retained an administrative subcontractor to ensure that all training records meet ETP compliance.

RECOMMENDATION

Staff recommends approval of this proposal.

PRIOR PROJECTS

The following table summarizes Contractor's performance under an ETP Contract that was completed within the last five years:

Contract No.	Location (City)	Term	Approved Amount	Payment Earned	
				\$	%
ET18-0188	Bakersfield	04/02/18	04/01/20	\$294,613 (71%)	

Hall Ambulance's lower than expected performance was caused by the loss of trainers which delayed hiring as well as training on this contract. In order to avoid this issue on the new contract, the Company has added additional trainers to its program.

As the Company moves forward, it is confident that its experience with the program will result in better performance for the new contract. Additionally, the HR staff, as well as the management team, are now well acquainted with the ETP processes and plan to be better prepared overall in order to earn all of the proposed funding.

DEVELOPMENT SERVICES

Hall Ambulance retained Training Refund Group (TRG) in Anaheim to assist with development of this proposal for a flat fee of \$8,000.

ADMINISTRATIVE SERVICES

TRG will also perform administrative services in connection with this proposal for a fee not to exceed 13% of payment earned.

TRAINING VENDORS

To Be Determined

Exhibit B: Menu Curriculum**Class/Lab Hours**

8-200

Trainees may receive any of the following:

MEDICAL SKILLS (DIDACTIC)

- Advanced Cardiac Life Support (ACLS)
- Pediatric Advanced Life Support (PALS)
- Hall EMT Courses
- Airway Management
- Ambulance & Medical Equipment Operation
- Anatomy & Physiology
- Assessments
- Cardiology
- Emergency Medical Care
- Geriatric Abuse – Special Home
- Geriatric Emergencies
- Medical Training
- Medical Terminology
- Neonatal
- Obstetrics & Gynecology
- Pediatrics
- Pharmacology
- Pathophysiology
- Research Principles and Evidence-Based Practice
- Trauma to the Head, Neck, and Spine

MEDICAL SKILLS – CLINICAL PRECEPTOR (1:10 ratio)

- Supervised Clinical Field Ambulance Training

COMPUTER SKILLS

- Electronic Medical Records System (EMS)
- Accounting software
- Client Management Relationship
- Client Billing Software
- Microsoft Office (intermediate and advanced)
- Scheduling software

CONTINUOUS IMPROVEMENT

- Communication
- Customer Service
- Documentation
- Ethics
- Medical and Legal procedures
- Ambulance and Medical Equipment Operation
- Standard Operating Procedures
- Clinical and Ambulance Rotation
- Leadership
- Team Building
- Transport Logistics and Standardized Protocols

- Well Being of a Paramedic
- Injury Prevention and Public Health
- Research Principles/Evidence-Based Practice
- EMS Response to Terrorism

Safety Training cannot exceed 10% of total training hours per-trainee

Note: Reimbursement for retraining is capped at 200 total training hours per trainee, regardless of the method of delivery.



**Training Proposal for:
Covenant Care California, LLC**

Contract Number: ET21-0188

Panel Meeting of: October 23, 2020

ETP Regional Office: Sacramento

Analyst: C. Kaiser

PROJECT PROFILE

Contract Attributes:	Priority Rate SET HUA Medical Skills Training Retrainee	Industry Sector(s):	Services (G) Healthcare (62) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Fresno, Los Angeles, Orange, Santa Barbara, Sacramento, San Diego, San Joaquin, Santa Clara, Santa Cruz, Stanislaus, Ventura, Yolo	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Number of Employees in:	CA: 3,268	U.S.: 3,674	Worldwide: 3,674
Turnover Rate:	4%		
Managers/Supervisors: (% of total trainees)	N/A		

FUNDING DETAIL

In-Kind Contribution:
\$761,000

Total ETP Funding
\$499,583

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage
				Class / Lab	CBT		
1	Retrainee Priority Rate Medical Skills Training SET	Computer Skills, Continuous Improvement, MS Clinical with Preceptor, MS Didactic	443	2-200	0	\$667	\$25.01
				Weighted Avg: 29			
2	Retrainee Priority Rate Medical Skills Training SET HUA	Computer Skills, Continuous Improvement, MS Clinical with Preceptor, MS Didactic	306	2-200	0	\$667	*\$13.76
				Weighted Avg: 29			

*It will be made a condition of contract that trainees will never be paid less than the State or local minimum wage rate as in effect at the end of retention regardless of the wage expressed in this table. The highest minimum wage rate will prevail.

Minimum Wage by County: Job Number 1: \$25.01 per hour for Orange, Sacramento, Santa Barbara, Santa Clara, San Diego, Ventura, and Yolo counties. **Job Number 2:** \$13.76 per hour for Fresno, San Joaquin, Santa Cruz, Stanislaus counties; and \$14.29 for Los Angeles County.

Health Benefits: Yes No This is employer share of cost for healthcare premiums – medical, dental, vision.

Used to meet the Post-Retention Wage?: Yes No Maybe
Although employer provides health benefits, they are not being used to meet Post-Retention Wage.

Wage Range by Occupation		
Occupation Titles	Wage Range	Estimated # of Trainees
Job Number 1		
Licensed Vocational Nurse		211
Registered Nurse		232
Job Number 2		
Licensed Vocational Nurse		17
		121
Certified Nurse Assistant		116
		52

INTRODUCTION

Founded in 1994 and headquartered in Aliso Viejo, Covenant Care California, LLC (Covenant Care) (<https://www.covenantcare.com/>) and its affiliates specialize in skilled nursing care and rehabilitation services such as short-term and long-term nursing care, medication management and developmental disabilities.

Covenant Care California, LLC will serve as the lead employer in this proposal with eight affiliates: Covenant Care Capitola, LLC; Covenant Care Courtyard, LLC; Covenant Care Encinitas, LLC; Covenant Care La Jolla, LLC; Covenant Care Lodi, LLC; Covenant Care Long Beach, Inc.; Covenant Care Mission, Inc.; and Covenant Care Morgan Hill, LLC. Training under this proposal will include 23 locations throughout California.

This is Covenant Care's fourth ETP Contract, and the third in the last five years.

Veterans Program

The Company hires Veterans but does not actively recruit for Veterans. Covenant Care estimates the Veteran population to consist of approximately 1.5% of its fulltime workforce.

PROJECT DETAILS

Due to the amount of training needed for changes brought about by the Affordable Care Act, Covenant Care divided its training into multiple stages. In the prior Contract, the Company trained on Affordable Care Act changes and the use of its Electronic Medical Record (EMR) software. In this proposal, Covenant Care is beginning the final stage of training staff on the changes the Affordable Care Act requires. Training will be provided to all occupations to improve patient care, increase nurse skillsets, and to ensure quality standards are met. In addition, the Company will also focus on COVID training including the use of ventilators, tracheotomy tubes, infection control, and COVID testing.

Covenant Care will also provide training to staff in response to guidelines issued by the Centers for Medicare and Medicaid and Centers for Disease Control. Training will focus on billing and compliance updates to Medicare's Patient-Driven Payment Model and Centers for Medicare & Medicaid Services Requirements of Participation. Training ensures quality standards and regulatory changes are met while improving on patient care, service to patients, and quality of care.

Training courses will not be duplicated for trainees who received training under the previous Contract.

Training Plan

Training will be delivered via Classroom/Laboratory and E-Learning methods. In-house subject matter experts will be utilized to deliver training in the following:

Computer Skills: Training will be offered to all occupations. Training will improve software skills. Training topics include PointClickCare and Smartlinx.

Continuous Improvement: Training will be offered to all occupations. Training will focus on eliminating waste and improving Company processes. Training topics include Medical Records, Communication Skills, and Clinical Services System Management.

Medical Skills: Approximately 749 trainees including Registered Nurses, Licensed Vocational Nurses, and Certified Nurse Assistants will participate in clinical skills training, including both didactic and clinical preceptor training.

Classroom/laboratory training will be provided by in-house subject matter experts and vendors to all occupations on understanding advanced clinical processes to ensure competency and maximize patient satisfaction and safety. Training includes Psychotropic Medication Management, Behavior Management, Enteral Feeding Tube Management, and Dementia/Alzheimer's.

Special Employment Training

Under SET, the participating employer is not required to demonstrate out-of-state competition. To qualify under SET, trainees must be earning at least the statewide average hourly wage at the end of the retention.

➤ **Wage Modification**

For trainees employed in a priority industry, the Panel may modify the ETP Minimum Wage by up to 25% below the statewide average hourly wage (from \$33.34 to \$25.01). Covenant Care requests this modification for Job Number 1.

High Unemployment Area

Trainees in Job Number 2 work in a High Unemployment Area (HUA), with unemployment exceeding the state average by at least 25%. The Company's locations in Fresno, Los Angeles, San Joaquin, Santa Cruz, and Stanislaus Counties are determined HUA.

Retraining projects will only qualify for the HUA wage reduction if post-retention wages exceed pre-retention wages. The HUA wage reduction shall not apply to wages governed by a collective bargaining agreement.

➤ **Wage Modification**

For these trainees the Panel may modify the ETP Minimum Wage by up to 25% if post-retention wages exceed the start-of-training wages. Covenant Care is requesting a wage modification from \$25.01 per hour to \$13.76 per hour for Job Number 2 in order to serve workers in lower-wage occupations.

COVID Waivers

Covenant Care is requesting the following waivers due to the effects of the COVID-19 pandemic on their company:

- Minimum Training Hours Reduced from 8 hours to 2 hours: In an effort to try and limit large group gatherings, some employees may not receive 8 hours of training.

Retention Modifications

Covenant Care is requesting an alternate retention of 500 hours within 272 days for Registered Nurses, Licensed Vocational Nurses, and Certified Nurse Assistants. Healthcare workers are considered to have non-customary work hours and may request an alternate retention to satisfy the retention requirements.

Full-Time Work Week

Full-time employment for purposes of ETP retention means at least 35 hours a week for 90 consecutive days. The Panel may approve less than 35 hours a week if that workweek is customary for the industry or occupation.

Covenant Care is requesting to decrease the full-time employment hours from 35 hours per week to 30 hours per week, for Registered Nurses, Licensed Vocational Nurses, and Certified Nurse Assistants. The Company considers employees in these occupations to be full-time at 30 hours per week and eligible for full-time benefits. This request is consistent with industry standards.

Commitment to Training

Covenant Care's annual training budget is approximately \$75,000 per facility. Training includes new hire orientation and safety.

ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

Training will be provided by qualified in-house trainers. Covenant Care has designated the Director of Education and Regulatory Affairs along with the Directors of Staff at each facility to oversee the ETP Contract. In addition, the Company has designated assistants at the main office who will help collect and review rosters. The Company has also retained the services of a third-party administrator who has extensive ETP experience to assist with the administration.

RECOMMENDATION

Staff recommends approval of this proposal.

PRIOR PROJECTS

The following table summarizes Contractor's performance under an ETP Contract that was completed within the last five years:

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
ET16-0381	Statewide	3/1/2016 – 2/28/2018	\$749,900	\$509,555 (68%)*
ET18-0186	Statewide	4/2/2018 – 4/1/2020	\$599,984	\$597,991 (100%)

*Poor performance is attributed to the loss of some rosters. To avoid any administrative issues moving forward, the Company hired a third party subcontractor to help with administration of the project.

DEVELOPMENT SERVICES

National Training Systems, Inc. in Ladera Ranch assisted with development for a flat fee of \$24,999.

ADMINISTRATIVE SERVICES

National Training Systems, Inc. will also perform administrative services for a fee not to exceed 10% of payment earned.

TRAINING VENDORS

To Be Determined

Exhibit B: Menu Curriculum**Class/Lab/ELearning Hours**

2-200 Trainees may receive any of the following:

COMPUTER SKILLS

- Abaquis
- Cliniconex
- Electronic Health Records Application Skills
- Electronic Tablet for Bedside Charting
- Omniview
- Patient Services Billing Software
- PointClickCare
- Smartlinx

CONTINUOUS IMPROVEMENT

- Administration
- Clinical Services System Management
- Communication Skills
- Culturally Appropriate Care
- Customer Service
- Documentation
- Incident/Accident Management
- Interdepartmental Collaboration
- Interdisciplinary Team
- Medical Records
- Mobility Skills
- Patient-Driven Payment Model
- Problem Analysis and Problem Solving
- Quality Assurance Performance Improvement
- Resident Centered Care
- Team Building
- The Five Star Rating System

MEDICAL SKILLS – DIDACTIC

- Advanced Assessment Skills
- Advanced Cardiac Life Support
- Annual Skills Update
- Antibiotic Stewardship
- Basic Life Support
- Behavior Management
- Body Mechanics
- Cardiac Conditions
- Care of the LBGT Patient
- Change of Condition Management
- COVID Training
- Dementia/Alzheimer's
- Diabetic Management
- End of Life Care

- Enteral Feeding Tube Management
- Equipment Skills (Including, but not limited to Pumps, Vital Monitoring Devices, Support Systems, Therapeutic Modalities)
- Gastrointestinal System
- Incontinence Management (Colostomy Care, Urinary Catheter Care)
- Infection Control
- Interdisciplinary Team Process
- Intravenous Therapy
- Laboratory
 - Arterial Blood Gas Interpretation
 - Electrolyte Imbalance
- Medication Administration Management
- Neurological Conditions
- Neurovascular System
- Pain Management (Acute and Chronic)
- Patient Assessment & Care
- Patient Fall Prevention
- Patient Transfer Techniques
- Physical, Occupational, Speech Therapy
- Pro Act Training - Professional Assault Crisis Training and Certification (Pro Act)
- Psychotropic Medication Management
- Resident and Family Education
- Resident Emergency Response
- Residents with Special Needs
- Respiratory Care
- Restorative Nursing
- Restraint and Restraint Reduction
- Skeletal/Orthopedic Conditions
- Urinary Management (Foley Catheter, Input/Output)
- Wound Management

MEDICAL SKILLS – CLINICAL W/PRECEPTOR (ratio 1:10)

- **Inpatient & Outpatient Care Unit**
 - Activities of Daily Living
 - Advanced Assessment Skills
 - Assessing of Tube-Fed Individuals with Diabetes Mellitus
 - Assisting and Performing Self-care Skills with Patients; Facilitating Functional Gains of Each Patient
 - Assistive Devices
 - Bowel and Bladder Training of Patients
 - Breathing Patterns and Respiratory Function
 - Cardiac Conditions
 - Clinical Skills Review
 - Clinical Certification Skills
 - Colostomy Care
 - Conduct Range of Motion Exercises with Patient
 - COVID-19
 - Dementia Care
 - Enteral Management
 - Bolus

- Intermittent
- Continuous
- Equipment/Modalities
- Feeding Tube
 - Insertion
 - Site Care
 - Removal
- Functional Mobility and Ambulation
- Gastrointestinal Conditions
- Hazardous Waste Handling
- Hemovac/Pnuemovac
- Identification of Skin Impairments and Prevention
- Identification of Patient Change in Condition
- Incontinence Management (colostomy cafre)
- Infection Control
- Intravenous Therapy
- Isolation Techniques
- Legal Documentation Standards
- Managing Patients with Neurovascular Conditions
- Medication Management
- Monitor Blood Pressure of Patients
- Monitoring of Cardiovascular Changes Such as Vital Signs, Endurance, Level of Consciousness
- Operate Safety Devices with Patient
- Pain Management
- Patient Assessment and Care
- Patient Care of Foot and Hand
- Patient Safety
- Positioning of Patients for Correct Body Alignment
- Preventing and Identifying Complications Related to Tube Feedings
- Proper Use of Exercise Equipment
- Rehabilitation Services
 - Physical Therapy
 - Occupational Therapy
 - Speech Therapy
- Residents with Special Needs
- Respiratory Care
- Safe Linen Handling
- Safe Patient Handling
- Skeletal/Orthopedic Conditions
- Therapeutic Activities
- Therapeutic Exercises
- Therapeutic Safety
- Use of the Call Light System
- Wound Management

Note: Reimbursement for retraining is capped at 200 total training hours per trainee, regardless of the method of delivery.



RETRAINEE - JOB CREATION

Training Proposal for:

Sutter Home Winery, Inc.

Contract Number: ET21-0200

Panel Meeting of: October 23, 2020

ETP Regional Office: Sacramento

Analyst: J. Fetsch

PROJECT PROFILE

Contract Attributes:	Retrainee Job Creation Initiative Priority Rate	Industry Sector(s):	Manufacturing (E) Agriculture (11) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Amador, Napa, San Joaquin, San Luis Obispo	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Number of Employees in:	CA: 953	U.S.:1133	Worldwide: 1152
<u>Turnover Rate:</u>	12%		
<u>Managers/Supervisors:</u> (% of total trainees)	4%		

FUNDING DETAIL

In-Kind Contribution
\$475,000

Total ETP Funding
\$451,375

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage
				Class / Lab	CBT		
1	Retrainee Priority Rate	Business Skills, Computer Skills, Continous Impr, Hazardous Materials, Management Skills, Manufacturing Skills, PL-Mfg Skills	500	8-200	0-10	\$851	\$18.34
				Weighted Avg: 37			
2	Retrainee Priority Rate Job Creation Initiative	Business Skills, Computer Skills, Continous Impr, Hazardous Materials, Manufacturing Skills, PL-Mfg Skills	25	8-200	0-10	\$1,035	\$15.00
				Weighted Avg: 45			

Minimum Wage by County: Job Number 1: \$18.34 per hour for Amador, Napa, San Joaquin and San Luis Obispo Counties. Job Number 2: \$15.00 per hour for Amador, Napa, San Joaquin, and San Luis Obispo Counties.

Health Benefits: Yes No This is employer share of cost for healthcare premiums – medical, dental, vision.

Used to meet the Post-Retention Wage?: Yes No Maybe

Up to \$2.34 per hour may be used to meet the Post-Retention Wage for Job Number 1.

Wage Range by Occupation		
Occupation Titles	Wage Range	Estimated # of Trainees
Job Number 1		
Administrative Staff		17
		23
		15
Analyst		40
Grower Relations		5
Safety Specialist		5
Lab Technician		15
		5
Maintenance Staff		2
		8
		50
Front-Line Manager		50
Supervisor		20
Marketing Representative		2
		18

Processing Clerk		20
		47
Production Staff		27
		6
Quality Control Staff		12
		8
Warehouse Staff		6
		14
Winemaking Staff		7
		55
		18
Engineer		5
Job Number 2		
Administrative Staff		1
		1
Maintenance Staff		1
		2
		2
Warehouse Staff		2
		3
Production Staff		4
		3
		2
Winemaking Staff		1
		1
		1

INTRODUCTION

Founded in 1946 and headquartered in Saint Helena, Sutter Home Winery, Inc. (Sutter Home) (<https://www.sutterhome.com/>) is a family-owned winery that produces more than 45 wine and spirit brands for distribution worldwide to retail vendors and restaurants and direct to consumer sales. Training under this proposal will be for six locations: Napa, American Canyon, Plymouth, Paso Robles, Saint Helena, and Lodi.

Sutter Home will serve as the lead employer in this proposal with its affiliate Sierra Sunrise Vineyards. This is Sutter Home's third ETP contract; the third in the last five years.

Veterans Program

Although there is no Veterans job number in this proposal, Sutter Home actively recruits Veterans through attending the Service Academy Career Conference (SACC) and partnering with the Lucas Group, a placement service specializing in placing Veterans in Full-Time career positions.

PROJECT DETAILS

Sutter Home's prior project focused on cross-training staff companywide to perform a variety of tasks with emphasis on production and winemaking, which included multiple pieces of equipment, water reclamation systems and micro-winery. For this project the Company will focus training on new equipment and technology including bottling equipment, high speed bottling line, and state of the art loading docks with a pallet storage and retrieval system.

Sutter Home has invested \$1.25M in a new Power Automated Systems (PAS) warehouse and bottling system for its Lodi facility that will be complete in early 2021. The Company will train all staff extensively on this new equipment and new processes that come with this state of the art system. Training will ensure the transition to the new system goes well and the Company can continue to provide quality products. The Company has also invested \$7M in expanding its Paso Robles location with additional equipment to increase production. This facility will expand operations, including crushing grapes and producing wine, to help meet demand.

In addition, Sutter Home has a comprehensive training package for all current employees at all facilities. The training package will encompass new equipment, new software and new procedures to remain competitive in the labor market. Employees who received training in the prior ETP project will not receive duplicate training.

Retrainee - Job Creation

The Panel offers incentives to companies that commit to hiring new employees. Training for newly-hired employees will be subject to a lower post-retention wage.

Sutter Home is expanding its production capability by adding additional equipment and production lines in the San Luis Obispo location. This new line requires a new shift of production staff and additional maintenance staff. The Company will hire 25 new employees (Job Number 2). The date-of-hire for trainees will be within the three-month period before contract approval or within the term-of-contract. These trainees will be hired into "net new jobs" as a condition of contract.

Training Plan

Training will be delivered via Classroom/Laboratory, E-Learning, Video Conferencing, Computer Based Training (CBT), and Productive Lab methods. In-house subject-matter experts will be utilized to deliver training in the following:

Business Skills: Training will be offered to all occupations. Training will provide skills to effectively and efficiently maintain business operations. Training topics include Communication Skills, Team Building, and Project Management.

Computer Skills: Training will be offered to all occupations. Training will provide skills to improve software skills. Training topics include HMI Interface, SAP Training, and Microsoft Excel (Intermediate/Advanced)

Continuous Improvement: Training will be offered to all occupations. Training will provide skills to improve Company processes and eliminate waste. Topics include Six Sigma, Kaizen Training, and Lean Manufacturing.

Hazardous Materials: Training will be offered to Safety Specialist, Maintenance Staff, Front-Line Manager, Production Staff, Warehouse Staff, and Winemaking Staff. Training will focus on safe handling of materials. Training topics include Haz-Mat ISO Training and Emergency Response Team.

Management Skills: Training will be offered to Front-Line Managers and Supervisors. Training will provide leadership skills to develop strong management within the company. Topics include Dynamics Leadership Skills, Developmental Planning, and Supervisory Skills.

Manufacturing Skills: Training will be offered to Production Staff, Warehouse Staff, and Winemaking Staff. Training will provide skills to properly operate equipment safely and efficiently. Topics include PAS Automated Warehouse Training, Machine Sanitation, and Line Testing Training.

Computer-Based Training (CBT)

CBT will be provided to supplement class/lab which is a more convenient means of delivering basic training. Trainees will receive between 0-10 hours of CBT.

Productive Laboratory

Trainees may produce goods for profit as part of the Productive Lab (PL) training in the courses identified under the Curriculum.

Sutter Home will train Maintenance Staff, Warehouse Staff, Production Staff, and Winemaking Staff on Bottling Line Manufacturing and Bottling Line Maintenance. Topics are conducted in the Classroom first to introduce trainees to machinery and concepts. Since factory equipment cannot be reproduced in a classroom setting, PL training is necessary to ensure safety and production standards are being met. This training will be at a much slower pace than regular production and will produce significantly higher defects as trainees gain proficiency. A subject-matter expert will conduct training. The trainer will first demonstrate how to use the equipment and then supervise trainees using the equipment. The trainer will attest to the trainee's competency once training is completed.

Training will be under constant supervision with a 1:3 trainer-to-trainee ratio. Production and production processes require a team of three workers. Sutter Home will provide up to 12 hours for PL training.

Temporary to Permanent Hiring

The Company will train 25 workers under Panel guidelines for the Temporary-to-Permanent program (Job Number 2). The Company has retained these employees on a temporary basis, with the intention of hiring them into full-time, permanent positions after training. The average time for "converting" temporary workers into full-time permanent employment is three months. It is expected that these workers will receive employer-paid share-of-cost for healthcare premiums while on temporary status, and upon hire into full-time permanent employment.

Under Panel guidelines for the Temporary to Permanent program, these trainees must be eligible to participate in ETP-funded training pursuant to Unemployment Insurance Code Section 10201(c). Trainees cannot be enrolled until after they have been hired by the Company into full-time, permanent employment. Until they are hired, retention and post-retention wage requirements cannot be met, and the Company will not receive progress payments.

Commitment to Training

The current annual training budget is approximately \$250,000 per facility for On-boarding, HR policy training, and safety training.

ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

Training will be provided by qualified in-house trainers. Sutter Home has designated the Training and Development Manager to oversee the ETP Contract. In addition, there will be a team of data administrators and instructors who will help with scheduling training and uploading rosters.

RECOMMENDATION

Staff recommends approval of this proposal.

PRIOR PROJECTS

The following table summarizes Contractor's performance under an ETP Contract that was completed within the last five years:

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
17CS-0010-000	St. Helena, Napa, American Canyon, Lodi, Paso Robles, Plymouth	6/5/2017-6/4/2019	\$522,250	\$416,788 (80%)
ET15-0369	St. Helena, Napa, American Canyon, Lodi, Paso Robles, Plymouth	1/26/2015-1/25/2017	\$749,700	\$619,229 (81%)

DEVELOPMENT SERVICES

N/A

ADMINISTRATIVE SERVICES

N/A

TRAINING VENDORS

To Be Determined

Exhibit B: Menu Curriculum**Class/Lab/E-Learning/Videoconference Hours**

8-200 Trainees may receive any of the following:

BUSINESS SKILLS

- Accounting
- Brand & Product Knowledge
- Business Fundamentals
- Business Writing
- Communication Skills
- Customer Service
- Effective Meetings
- Facilitation Skills
- Interpersonal Skills
- Managing Change
- Maximizing Performance Through Inclusion
- Presentation Skills
- Project Management
- Supply Chain Management
- Strengths, Weaknesses, Opportunities, Threats (SWOT) Analysis
- Team Building
- Time Management
- Train the Trainer
- Wine Education

COMPUTER SKILLS

- Introduction to Computing
- HMI Interface Training
- Microsoft Excel (Intermediate/Advanced)
- Microsoft Project Training
- Microsoft Word (Intermediate/Advanced)
- Microsoft Powerpoint (Intermediate/Advanced)
- PASware Training
- SAP LMS Training
- SAP Training
- SharePoint Document Storage Training
- Success Factors Training

CONTINUOUS IMPROVEMENT

- 5 Why and Root Cause Analysis
- 5S Methodology
- Creating Continuous Flow
- Define, Measure, Analyze, Improve, Control (DMAIC) Training
- Kaizen Training
- Kanban Control
- Key Performance Indicators
- Lean Manufacturing Methodology Overview
- Lean Sigma Green Belt
- Lean Sigma Yellow Belt

- Product Quality
- Quality and Process Control
- Six Sigma
- Standardized Work
- Statistics with Minitab
- Understanding Waste
- Value Add Versus Non-Value Add Activities
- Value Stream Mapping

HAZARDOUS MATERIALS

- Emergency Response Team
- Haz Mat ISO Training

MANAGEMENT SKILLS (Managers/Supervisors only)

- Developing High Performance Teams
- Developmental Planning
- Dynamic Leadership Skills
- Employee Engagement
- Establishing Performance Objectives
- Key Management Skills
- Supervisory Skills

MANUFACTURING SKILLS

- Bottling Line Manufacturing
- Bottling Line Maintenance
- Cart and Vertical Lift (CTVL) Storage System
- Effective Warehouse Management
- Equipment Validation
- Forklift Driver Training
- Good Manufacturing Practices
- Line Testing Training
- Machine Maintenance
- Machine Sanitation
- Power Automated System (PAS) Training
- Problem Solving
- Production Worker Certification Process
- Refrigeration Training
- SQF Training
- Viticulture Training

Productive Lab Hours

0-12

MANUFACTURING SKILLS (1:3 Trainer-to-Trainee Ratio)

- Bottling Line Manufacturing
- Bottling Line Maintenance

CBT Hours

0-10

CONTINUOUS IMPROVEMENT

- 5S Introduction (1 hour)
- Accident Investigation (45 mins)

- Back Injury Prevention (25 mins)
- Carbon Dioxide Specific Hazcom (25 mins)
- Confined Space – Awareness (30 mins)
- Corrosives and Irritants (30 mins)
- DMAIC Problem Solving Introduction (1 hour)
- Driving Safety (20 mins)
- Earthquake Awareness (30 mins)
- Electrical PPE and Arc Flash Safety (45 mins)
- Fall Prevention and Protection (25 mins)
- Flammable & Combustible Liquids (25 mins)
- Food - Certified Professional Food Manager (30 mins)
- Gas Monitor Usage (25 mins)
- Harvester Safety & Operation (30 mins)
- Hazardous Waste (30 mins)
- Hearing Conservation (30 mins)
- Heat Illness Prevention (20 mins)
- High-Impact Communication: Shaping Your Message (30 mins)
- Hot Work/Welding Safety (25 mins)
- Illness and Injury Prevention Plan (40 mins)
- Laser Safety Specific Hazcom (30 mins)
- Lean Manufacturing Introduction (1 hour)
- Ozone Specific Hazcom (20 mins)
- Personal Protective Equipment (40 mins)
- Process Safety Management (40 mins)
- Radiation Safety – Awareness (30 mins)
- Risk Management Training (1 hour)
- SAP Navigation Overview (1 hour)
- SAP Qualification (1 hour)
- Shop Safety (30 mins)
- Spill Clean-up and Reporting (25 mins)
- Sprayer/Duster Training (40 mins)
- Standardized Work Introduction (1 hour)
- Tailgate - Spill Clean-up and Reporting (20 mins)
- Tractor and Gondola Safety (30 mins)
- Velcorin Spill Team Training (20 mins)
- Water Distribution Systems Operations (25 mins)

MANAGEMENT SKILLS

- A Basic Grounding in Effective People Management (1 hour)
- Communicating - Connecting to your People (30 mins)
- Day-to-Day Management of a Planned Change (30 mins)
- How to Run Meetings Efficiently (30 mins)
- Leading a Brainstorming Session (30 mins)
- Supporting Your Team Members Through Change (30 mins)

Safety Training cannot exceed 10% of total training hours per-trainee

Note: Reimbursement for retraining is capped at 200 total training hours per trainee, regardless of the method of delivery.



Training Proposal for:

Associated Builders & Contractors Central California Chapter

Contract Number: ET21-0183

Panel Meeting of: October 23, 2020

ETP Regional Office: North Hollywood

Analyst: M. Paccarelli

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate SET HUA	Industry Sector(s):	MEC (H) Construction (23) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Kern, Kings, Tulare, San Luis Obispo, Inyo	Repeat Contractor:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Turnover Rate:	≤20%		
Managers/Supervisors: (% of total trainees)	N/A		

FUNDING DETAIL

Program Costs	+	Support Costs	=	Total ETP Funding
\$182,160		\$12,540 8%		\$194,700

In-Kind Contribution:	50% of Total ETP Funding Required	\$323,304
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TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage
				Class / Lab	CBT		
1	Retrainee Priority Rate SET HUA	Commercial Skills, Business Skills, HazMat, OSHA 10/30	208	8-200	0	\$590	\$15.00
				Weighted Avg: 24			
2	Retrainee Priority Rate SET	Commercial Skills, Business Skills, HazMat, OSHA 10/30	122	8-200	0	\$590	\$25.01
				Weighted Avg: 24			

Minimum Wage by County: Job Number 1 (HUA): \$13.76 per hour for Kern, Kings, Tulare, Inyo (Olancho, and Tecopa) and San Luis Obispo (Morro Bay and San Miguel) Counties.

Job Number 2: \$25.01 per hour for non-HUA in San Luis Obispo and Inyo Counties.

Health Benefits: Yes No This is employer share of cost for healthcare premiums – medical, dental, vision.

Used to meet the Post-Retention Wage?: Yes No Maybe

No health benefits will be used in Job Number 1. In Job Number 2, participating employers may use up to \$2.50 per hour in health benefits to meet the Post-Retention Wage.

Wage Range by Occupation		
Occupation Titles	Wage Range	Estimated # of Trainees
Job Number 1 (HUA):		
Equipment Operator I		16
Equipment Operator II		18
Equipment Operator III		20
Framer/Applicator I		8
Framer/Applicator II		9
Framer/Applicator III		10
Maintenance Technician I		75
Maintenance Technician II		10
Maintenance Technician III		10
Safety Technician/Professional I		24
Safety Technician/Professional II		4
Safety Technician/Professional III		4
Job Number 2:		
Equipment Operator I		9
Equipment Operator II		7
Framer/Applicator I		8
Framer/Applicator II		5
Maintenance Technician I		50

Maintenance Technician II		25
Safety Technician/Professional I		10
Safety Technician/Professional II		8

INTRODUCTION

Founded in 1998, Associated Builders & Contractors Central California Chapter (ABC) (www.abccentralcal.org) is a non-profit membership-based trade association formed by a group of oil producers and contractors in Central Valley.

ABC provides training services and workforce development to members of the community in the Central Valley. It also assists members with legislative affairs, building code updates, marketing of member services to other businesses, and networking opportunities. ABC is eligible to contract with ETP under the Unemployment Insurance (UI) Code, Section 10205(c) as group of employers. This will be ABC's first ETP Contract.

At the December 2019 Panel Meeting, ABC presented a proposal for \$299,136 for the Panel's consideration to train incumbent workers in the Construction industry. Proposal funding consideration did not move forward for lack of a motion. At the time, there were stated concerns regarding the base wage for the electricians (\$13.28), as well as other proposed occupations for trainees employed in the High Unemployment Areas. In addition, there were questions regarding the certification of the electricians training, as well as the proposed curriculum. The Panel member cited from ETP statute that it is the intention of the legislature that programs developed shall not replace, parallel, supplant, compete with or duplicate in any way already existing approved apprenticeships programs.

ABC subsequently submitted a revised application proposal for funding consideration at the September 2020 Panel Meeting. The changes between the December 2019 and September 2020 proposals are as follows:

- Decrease in funding from \$299,136 to \$194,700.
- Increase in number to train from 152 (133 HUA) to 330 (255 HUA).
- Decrease in weighted average hours from 80 to 24.
- Increase in lowest wage from \$13.28 to \$15.00 (HUA)

The number of occupations were revised and reduced, as was the respective curriculum. The core group of participating employers remained the same.

Due Panel's concerns the September 2020 funding proposal to the Panel was not approved. The concerns raised included the core group of participating employers (100B) remained the same as proposed in December 2019, the proposed base wage of \$15.00/hr, and the wage progression for trainees employed in HUA (Job Number 1).

For this proposal the core group of participating has been revised and reduced from 24 to 16, which includes 4 new employers. ABC representatives report that although it continues to serve the 24 employers previously presented as part of its membership, the updated list of 16 employers more accurately represents those employers who will benefit from ETP funding for the occupations and respective training curricula in this proposal's training plan. All participating employers meet Panel priorities and more than half are small business employers.

As part of ETP staff efforts to provide the Panel with more occupational wage detail, this proposal provides a more detailed breakdown of wages by occupation (See Wage Range by Occupation Table). ABC representatives report that wage progression differs among the 16 employers.

Veterans Program

ABC is a proud partner of the Kern Patriot Partnership as their workforce development resource providing support and services to the Veteran community in Central Valley. Although there will be no Veterans training component in this proposal, participating employers employ a significant number of Veterans through their normal hiring practice and they will be trained in this project.

PROJECT DETAILS

The training need for the participating employers has changed since December 2019. Training demand continues to grow as the current COVID-19 pandemic has affected the way its members conduct their business. In response to the pandemic, participating employers need to establish an additional layer of safety prevention measures and implement safety practices for its employees at job sites. This is a new training offering that was not included in the December 2019 proposal.

Training will also focus primarily in Business Skills, Commercial Skills, as well as topics in Hazardous Materials, and OSHA 10/30. This training will be provided to incumbent workers from large and small employers in the construction industry with COVID-19 training incorporated into the Commercial Skills training. Training is customized to employer business needs and respective employees. This proposal will also upgrade the skills of long-term employees who will need training on how to utilize the newest techniques, processes, and equipment as well as customer relations, project management, and business principles. Overall, the proposed training will increase trainee skillsets, with respective value to employers.

Training Plan

Training will be delivered via E-Learning or class/lab settings on-site in the following:

Business Skills: This training will be offered to all occupations to improve communication skills, customer relations, project management, problem solving, decision making and leadership skills.

Commercial Skills: Training will be offered to all occupations focusing on COVID-19, material handling, operational techniques, equipment and tools, and administrative controls.

Hazardous Materials - Training will be offered to all occupations for safe handling of hazardous materials and EPA chemicals.

OSHA 10/30: Training is a series of courses “bundled” by industry sector and occupation. Completion of the training results in a certificate that expands employment opportunities. The coursework must be approved by Cal-OSHA, and the instructors must be certified by Cal-OSHA. This training provides a complete overview of occupational safety and health so that workers are more knowledgeable about workplace hazards and understand their rights as workers. Equipment and materials not used correctly can also lead to injuries for the worker and puts other people in the area in potential danger.

Curriculum Development

The curriculum was developed based on input from its members and industry experts. It is evaluated regularly to ensure it meets employer needs and to keep pace with industry trends. To discuss the effectiveness of training, ABC holds regular meetings with its Board and members and obtains feedback on each course delivered. The curriculum is modified based on feedback received and the curriculum is updated accordingly. ABC also follows up with employers to confirm observable improvements in job performance and impact of the training programs.

Tuition Reimbursement

Students enrolled in the ETP-funded program will not be charged tuition, fees, or any other costs associated with training. The representation will be made a condition of the Contract.

Special Employment Training

Under SET, the participating employer is not required to demonstrate out-of-state competition. To qualify under SET, trainees must be earning at least the statewide average hourly wage at the end of the retention period.

SET Priority Industry (Job Number 2)

For trainees employed in a priority industry (non-HUA regions), the Panel may modify the wage up to 25% below the statewide average hourly wage from \$33.34 to \$25.01. ABC requests this modification in Job Number 2.

➤ **Wage Modifications**

High Unemployment Area (Job Number 1)

Retraining projects will only qualify for the HUA wage reduction if post-retention wages exceed pre-retention wages. There will be a wage progression upon trainee's completion of training, job performance, and/or demonstration of competency.

Trainees in Job Number 1 work in a High Unemployment Area (HUA) with unemployment exceeding the State average by 25%. Participating employers are located in Kern, Kings, Tulare, Inyo (Olancho, and Tecopa) and San Luis Obispo (Morro Bay and San Miguel) Counties. These trainees qualify for the HUA Wage rather than the Statewide Average Hourly Wage.

The Panel may modify the ETP Wage for these trainees by up to 25% if post-retention wages exceed the start-of-training wage. Although the minimum wage for participating HUA regions is \$13.76, ABC has set the base wage at no less than \$15.00 with no employer paid health benefits calculation added to meet this wage. ABC requests the modification to \$15.00 per hour in Job Number 1.

Marketing and Support Costs

To identify specific training needs of its members, ABC continually holds member meetings and sub-committee meetings where training topics are solicited and training is communicated. ABC continuously markets and advertised through its website, regular automated and customized email communications, and social media postings. It will continue to focus on training email blasts and community outreach including involvement of its board members who help advertise the program in Central Valley.

ABC has long standing relationships with several organizations and government entities in the area to additionally market and provide services to members. ABC also works regularly with Kern County and various counties it serves, city governments within the county, and various Chambers of Commerce.

ABC is requesting 8% support costs for the cost associated with employer recruitment, outreach, and assessments of employer-specific job training requirements.

Commitment to Training

ETP funds will not displace the existing financial commitment to training of participating employers. Participating employers will continually train staff members on internal operations and standards of individual businesses. Safety training is, and will continue to be, provided by the participating employers in accordance with all pertinent requirements under state and federal law.

➤ **Training Infrastructure**

ABC's President will oversee all aspects of the ETP contract with the assistance from five internal staff members who will be dedicated to employer marketing, recruitment, needs assessments, class scheduling, and project tracking. Training will be provided by ABC trainers who have practical and professional experience in their respective fields (i.e. college degree, teaching experience and/or demonstrated industry work experience, and possession of related teaching credential, license, or certificate.) An outside administrative consultant has also been retained to ensure that all training records meet ETP compliance.

RECOMMENDATION

Staff recommends approval of this proposal.

DEVELOPMENT SERVICES

ABC retained Propel Consulting Group (PCG) in El Dorado Hills to assist with development of this proposal for a flat fee of \$13,629.

ADMINISTRATIVE SERVICES

ABC retained PCG in El Dorado Hills to perform administrative services in connection with this proposal for a fee not to exceed 13% of payment earned.

TRAINING VENDORS

N/A

Exhibit B: Menu Curriculum**Class/Lab Hours**

8-200

Trainees may receive any of the following:

BUSINESS SKILLS

- ✚ Business Principles
- ✚ Communication Skills
- ✚ Customer Relations
- ✚ Decision Making
- ✚ Financial Management
- ✚ Leadership Skills
- ✚ Problem Solving
- ✚ Project Management
- ✚ Sales Skills
- ✚ Workplace Success

COMMERCIAL SKILLS

- ✚ COVID 19
- ✚ Administrative Controls
- ✚ Blueprint Reading
- ✚ Confined Space
- ✚ Construction Math
- ✚ Construction Drawings
- ✚ Engineering Controls
- ✚ Equipment and Tools
- ✚ Fall Protection
- ✚ Health/Safety Standards
- ✚ Material Handling
- ✚ Operational Techniques
- ✚ Work Zone

HAZARDOUS MATERIALS

- ✚ Hazardous Materials Safe Handling
- ✚ Hazard Communication
- ✚ EPA Chemicals Handling & Use

OSHA 10/30 (Certified OSHA Instructor)

- ✚ OSHA 10
- ✚ OSHA 30

Safety Training cannot exceed 10% of total training hours per-trainee.
(This cap does not apply to OSHA 10/30)

Note: Reimbursement for retraining is capped at 200 total training hours per trainee, regardless of the method of delivery.

**Participating Employers in Retrainee
Multiple Employer Contracts**

Contractor's Name: Assoc. Builders & Contractors Central California Chapter CCG No.: ET21-0183
Reference No: 19-0492 Page 1 of 4

PRINT OR TYPE IN ALPHABETICAL ORDER

Company: Alcorn Aire Priority? Yes No

Address: 325 Robinson St.

City, State, Zip: Bakersfield, CA 93307

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 3

Total # of full-time company employees worldwide: 20

Total # of full-time company employees in California: 20

Company: Baymarr Constructors Priority? Yes No

Address: 6950 McDivitt Drive

City, State, Zip: Bakersfield, CA 93313

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 15

Total # of full-time company employees worldwide: 75

Total # of full-time company employees in California: 75

Company: Braun Electric Priority? Yes No

Address: 3000 East Belle Terrace

City, State, Zip: Bakersfield, CA 93307

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 12

Total # of full-time company employees worldwide: 600

Total # of full-time company employees in California: 500

Company: Brown's Construction Service, Inc. Priority? Yes No

Address: 3736 Gilmore Ave

City, State, Zip: Bakersfield, CA 93308

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 13

Total # of full-time company employees worldwide: 225

Total # of full-time company employees in California: 225

**Participating Employers in Retrainee
Multiple Employer Contracts**

Contractor's Name: Assoc. Builders & Contractors Central California Chapter CCG No.: ET21-0183
Reference No: 19-0492 Page 2 of 4

PRINT OR TYPE IN ALPHABETICAL ORDER

Company: CSI Contractors Priority? Yes No

Address: 34766 Lencioni Ave

City, State, Zip: Bakersfield, CA 93308

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 13

Total # of full-time company employees worldwide: 180

Total # of full-time company employees in California: 180

Company: Environmental Safety Solutions Priority? Yes No

Address: 3700 Alken St.

City, State, Zip: Bakersfield, CA 93308

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 8

Total # of full-time company employees worldwide: 150

Total # of full-time company employees in California: 125

Company: Innovative Engineering Services Priority? Yes No

Address: 5401 Business Park South, Suite 108

City, State, Zip: Bakersfield, CA 93309

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 12

Total # of full-time company employees worldwide: 300

Total # of full-time company employees in California: 300

Company: JTI Electrical Priority? Yes No

Address: 3903 Patton Way, Suite 100

City, State, Zip: Bakersfield, CA 93308

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 3

Total # of full-time company employees worldwide: 75

Total # of full-time company employees in California: 75

**Participating Employers in Retrainee
Multiple Employer Contracts**

Contractor's Name: Assoc. Builders & Contractors Central California Chapter CCG No.: ET21-0183
Reference No: 19-0492 Page 3 of 4

PRINT OR TYPE IN ALPHABETICAL ORDER

Company: JTS Construction Priority? Yes No

Address: 7001 McDivitt Drive

City, State, Zip: Bakersfield, CA 93313

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 40

Total # of full-time company employees worldwide: 80

Total # of full-time company employees in California: 80

Company: JTS Modular Priority? Yes No

Address: 7001 McDivitt Drive

City, State, Zip: Bakersfield, CA 93313

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 46

Total # of full-time company employees worldwide: 75

Total # of full-time company employees in California: 75

Company: KS Industries, LP Priority? Yes No

Address: 6205 District Blvd.

City, State, Zip: Bakersfield, CA 93313

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 45

Total # of full-time company employees worldwide: 2500

Total # of full-time company employees in California: 1500

Company: PCL Industrial Services Priority? Yes No

Address: 1500 S. Union Ave

City, State, Zip: Bakersfield, CA 93307

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 50

Total # of full-time company employees worldwide: 1200

Total # of full-time company employees in California: 900

**Participating Employers in Retrainee
Multiple Employer Contracts**

Contractor's Name: Assoc. Builders & Contractors Central California Chapter CCG No.: ET21-0183
Reference No: 19-0492 Page 4 of 4

PRINT OR TYPE IN ALPHABETICAL ORDER

Company: Quantum Industries Priority? Yes No

Address: 3600 Pegasus Drive, #11

City, State, Zip: Bakersfield, CA 93308

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 5

Total # of full-time company employees worldwide: 25

Total # of full-time company employees in California: 25

Company: Staples and Associates Priority? Yes No

Address: 19420 Aerodyne Way, Suite A

City, State, Zip: Bakersfield, CA 93308

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 10

Total # of full-time company employees worldwide: 210

Total # of full-time company employees in California: 210

Company: Sturgeon Services Priority? Yes No

Address: 3511 Gilmore Ave

City, State, Zip: Bakersfield, CA 93308

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 45

Total # of full-time company employees worldwide: 350

Total # of full-time company employees in California: 350

Company: Terry Bedford Concrete Priority? Yes No

Address: 13109 Hageman Frontage Rd.

City, State, Zip: Bakersfield, CA 93314

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 10

Total # of full-time company employees worldwide: 195

Total # of full-time company employees in California: 195



Training Proposal for:
Riviera, Inc. dba The Enterprise U
Contract Number: ET21-0189

Panel Meeting of: October 23, 2020

ETP Regional Office: North Hollywood

Analyst: E. Wadzinski

PROJECT PROFILE

Contract Attributes:	Retrainee SB <100 Priority Rate	Industry Sector(s):	MEC (H) Manufacturing (33) Professional, Scientific, Technology (54) Services (61,71,72,81,92) Multimedia/Entertainment (51+) Priority Industry: <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Counties Served:	Statewide	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Turnover Rate:	20%		
Managers/Supervisors: (% of total trainees)	20%		

FUNDING DETAIL

Program Costs	+	Support Costs	=	Total ETP Funding
\$560,920		\$39,003 8%		\$599,923

In-Kind Contribution:	50% of Total ETP Funding Required	\$650,840
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TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage
				Class / Lab	CBT		
1	Retrainee Priority Rate	Business Skills, Comm'l. Skills, Computer Skills, Cont. Imp., HazMat, HAZWOPER, Literacy Skills, Mfg. Skills, OSHA 10/30	420	8-200	0	\$1,230	\$18.34
				Weighted Avg: 50			
2	Retrainee	Business Skills, Comm'l. Skills, Computer Skills, Cont. Imp., HazMat, HAZWOPER, Literacy Skills, Mfg. Skills, OSHA 10/30	31	8-200	0	\$1,069	\$18.34
				Weighted Avg: 50			
3	Retrainee SB<100	Business Skills, Comm'l. Skills, Computer Skills, Cont. Imp., HazMat, HAZWOPER, Literacy Skills, Mfg. Skills, OSHA 10/30	68	8-200	0	\$738	\$18.34
				Weighted Avg: 30			

Minimum Wage by County: Job Numbers 1-3: \$20.00 per hour for Alameda, Contra Costa, Marin, San Francisco, San Mateo and Santa Clara Counties; \$19.05 per hour for Los Angeles County; \$18.39 per hour for Orange County; \$18.34 per hour for all other Counties

Health Benefits: Yes No This is employer share of cost for healthcare premiums – medical, dental, vision.

Used to meet the Post-Retention Wage?: Yes No Maybe

Participating employers may use health benefits up to \$2.50 per hour to meet the Post-Retention Wage.

Wage Range by Occupation (Wages for Occupations in all Job #'s Based on PE Demand)		
Occupation Titles	Wage Range	Estimated # of Trainees
Accounting/Finance 1		5
		15
		10
Administration/Operations		60
		60
		50
IT/Engineering		50
Managers		50
Marketing/Sales		10
		20
		20
Production		100
		35
		34

INTRODUCTION

Riviera, Inc. dba The Enterprise U (TEU) (www.theenterpriseu.com) was founded in 2001 and assists companies, governments, and individuals to acquire and sustain a competitive advantage through learning. TEU provides training services, consulting, coaching and software solutions to clients in the industries of manufacturing, entertainment, technology, logistics, and biotechnology.

Veterans Program

Although TEU is not including a separate Veterans' Job Number, its participating employers do actively recruit veterans for training.

PROJECT DETAILS

This will be TEU's eleventh ETP Contract, and the sixth within the last five years. Although TEU's current contract does not end until September 2021, the Company is seeking new funding as TEU has committed to training and anticipates funds will be exhausted by December 2020.

Participating employers recognize the need to increase employee development via staff training to remain competitive within their industries. As such, these employers have conveyed the need for training as they struggle to keep up with changes related to new technology and process improvements; and now, the need to address COVID-19 guidelines and requirements. To achieve this, many employers are investing in upgrades and new automated systems and software packages to increase productivity, efficiency, and accuracy. These upgrades require specific skill-building training to ensure employees can be productive and effective. Additionally, participating employers are reorganizing operations in an effort to implement new business processes, development and technology changes.

The Contractor's core group of participating employers represents over 100% of employer demand for training to account for changes in employer's business demand which might impact their training plans. Some core employers may have participated in at least one of the TEU's previous Contracts, and several topics from the proposed Curriculum are repeated from prior ETP Contracts. However, course content has been updated and no trainees that participated in prior ETP projects will receive duplicative training in this proposed Contract and the curriculum covers a wide variety of topics to address the changing training needs of each participating employers.

Tuition Reimbursement

Students enrolled in the ETP-funded program will not be charged tuition, fees, or any other costs associated with training. The representation will be made a condition of the Contract.

Training Plan

Training provided will be delivered via Class/Lab and E-Learning in the following:

Business Skills: Training will be offered to all occupations in customer service, communication, strategic thinking, negotiation techniques and presentation skills. Trainees will learn to interact more effectively with internal and external customers and enhance business performance.

Commercial Skills: Training will be offered to Engineering, Production, Managers and Operations. Trainees will be provided with skills on best practices in facilities management, environmental management and emergency response.

Computer Skills: Training will be offered to all occupations. Trainees will learn how to be more proficient with multiple office productivity applications, computer graphics, project applications and computer troubleshooting.

Continuous Improvement: Training will be offered to all occupations to enhance teamwork, problem solving and decision making skills. These modules will provide workers with the skills needed to implement new processes, improve productivity, and become stronger leaders through teambuilding.

Hazardous Materials: Training will be offered to Engineering, Production, Managers and Operations. Training is targeted to manufacturing companies that have cleanrooms or a lab environment and must maintain a chemical hygiene plan cleaning and handling hazardous materials.

Literacy Skills: Training will be offered to Production, Administration and Operations. This training will help employers improve written and verbal communication skills for those individuals for whom English is their second language.

Manufacturing Skills: Training will be offered to Production, Operations and Managers to improve production efficiencies, enhance inventory control measures and reduce waste.

Certified Safety Training

OSHA 10/30: This training is a series of courses "bundled" by industry sector and occupation. It will be offered to Engineering, Production, Managers, and Operations. It consists of 10 hours of classroom or CBT training for journey-level workers and 30 hours for frontline supervisors. The

coursework is geared to construction work, and also manufacturing. Completion of the training can result in a certificate that expands employment opportunities.

Hazardous Waste Operations and Emergency Response Standard (HAZWOPER): Training may be provided to Production, Engineering, Managers and Operations staff and will provide skills needed to safely handle and dispose of hazardous materials on the jobsite. This training is also a series of courses, specific to industry sectors involved in the transport of hazardous materials. The coursework varies in length depending on the industry and the occupational title, as organized in five levels ranging from “first responder” to “incident commander.” It is generally a minimum of 24 hours with an 8-hour annual refresher, and will be delivered by classroom training. Completion of the training results in a certificate that expands employment opportunities.

Training Agency Certification

TEU is eligible as a training agency licensed by the Bureau for Private Postsecondary Education.

Curriculum Development

TEU’s curriculum has been developed through years of pre-training assessments and consultation with participating employers and leading economic development groups. Coursework is continually upgraded to meet or exceed the changing technology and customized according to specific business improvement goals and employee skills assessments. TEU meets with employers to define goals and devise curriculum topics that address company-specific training objectives. TEU also relies on feedback from management and frontline workers to measure the effectiveness of training and to help define strategies for prospective skills development opportunities.

Alternative Recordkeeping

TEU will use alternative recordkeeping for E-Learning and classroom based training approved by ETP as permitted by ETP’s Response to COVID-19.

Commitment to Training

ETP funds will not displace the existing financial commitment of training by participating employers. Some smaller participating employers have limited training resources and ETP funding will allow them to offer formal, on-site training to their employees. For the larger employers targeted for this project, most of their existing training resources are utilized to cover basic training, such as new-hire orientation, basic skills, human resource topics, general computer skills, and on-the-job training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

TEU’s Executive Director will oversee the implementation and administration of this project with two internal staff members. TEU’s staff has participated in administering the Company’s prior ETP projects and is very knowledgeable of ETP’s administrative processes. Training will be provided by in-house experts at participating employer worksites and via E-Learning for participating employers with more than one location.

Marketing and Support

TEU's marketing and recruitment efforts include networking with human resource professionals and various training and development entities such as Professionals in Human Resources Association, American Society for Training and Development, and the Society for Human Resources Association. TEU's outreach activities consist of newsletters, e-mail/online marketing campaigns, and direct contact via telephone. These activities help TEU keep its program aligned with the needs of its employer community.

TEU also allocates resources to perform needs assessments, curriculum customization, and return on investment analyses. TEU is requesting 8% support costs to fund extensive marketing efforts and the recruitment of additional participating employers.

RECOMMENDATION

Staff recommends approval of this proposal.

ACTIVE PROJECTS

The following table summarizes Contractor's performance under an active ETP Contract:

Contract No.	Approved Amount	Term	No. Trainees (Estimated)	No. Completed Training	No. Retained
ET20-0158	\$749,630	10/01/19 – 09/30/21	676	1,105	963

Based on ETP Systems, 24,004 reimbursable hours have been tracked for potential earnings of \$578,321 (77% of approved amount). The Contractor projects final earnings of 100% based on training currently committed to by employers and in progress through December 2020.

PRIOR PROJECTS

The following table summarizes Contractor's performance by TEU under an ETP Contract that was completed within the last five years:

Agreement No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
ET19-0256	Statewide	10/08/18 – 10/07/20	\$949,655	\$943,579 (99%)
ET18-0109	Statewide	07/01/17 – 06/30/19	\$848,252	\$843,914 (99%)
ET16-0186	Statewide	10/01/15 – 09/30/17	\$909,000	\$886,932 (98%)
ET15-0221	Statewide	09/02/14 – 09/01/16	\$410,600	\$408,310 (99%)

DEVELOPMENT SERVICES

N/A

ADMINISTRATIVE SERVICES

N/A

TRAINING VENDORS

N/A

Exhibit B: Menu Curriculum**Class/Lab/E-Learning Hours**

8–200

Trainees may receive any of the following:

BUSINESS SKILLS

- Customer Service Skills
- Accountability, Empowerment& Delegating
- Effective Meeting Skills
- Dynamic Presentation Skills
- Effective Communication Skills
- Negotiation Techniques
- Maximizing Interpersonal Skills
- Time Management & Managing Productivity
- Sales & Marketing Performance
- Relationship Building
- Strategic Thinking & Planning
- Creative Thinking & Problem Solving
- Effective Decision Making
- Financial Fundamentals
- Effective Goal-Setting
- Competitive Product, Market or Technology Knowledge
- Project Management
- Managing Change
- Performance Management
- Organizational Development
- Knowledge Management
- Focusing, Executing & Getting Things Done
- Success in the Workplace
- Creating a Continuous Learning Culture
- Creating a Culture of Innovation
- Business Analysis & Critical Thinking
- Appreciating Our Differences
- Emotional Intelligence
- Succession Planning
- Business Processes
- Employee Engagement
- Developing Team Workplace Strategies

COMMERCIAL SKILLS

- Facilities Management
- Environmental Management
- Emergency Response

COMPUTER SKILLS**Desktop & Cloud Applications**

- Office Productivity Applications – (Intermediate and Advanced topics in the Microsoft Office suite, Lotus Notes, and Google)
- Computer Graphics
- Operating Systems

- Project Applications
- System, Web, & Mobile Tools
- Working in the Cloud

Accounting

- Accounting Theory
- Accounting Applications
- Accounting Practices

Machine Troubleshooting, Maintenance and Repair

- Electronics Theory
- Understanding Devices & Multiple Platforms
- Diagnosing Problems
- Maintaining & Servicing Your Equipment

Software Engineering

- Programming in Visual Basic
- Programming in C
- Programming in C++
- Programming in C# and .NET
- Programming in Java
- Programming in SQL
- Software Lifecycle Methodologies

Database Engineering

- Oracle Databases
- SQL Databases
- DB2 Databases

Software Platforms

- Oracle/PeopleSoft Software Platform
- SAP Software Platform
- IBM/Lotus Software Platform

Business Intelligence

- Reporting and Analyzing Data Using Statistics and Metrics
- Scorecarding with Key Performance Indicators and Strategic Objectives

Web

- HTML
- Ruby and Ruby on Rails
- Dreamweaver
- Flash
- JavaScript
- CSS
- SharePoint
- XML/XSLT
- Service Oriented Architecture, REST APIs
- Python/Django
- PHP
- ASP.NET

Computer Graphics, Digital Media & Modeling

- Animation Techniques
- Physics and Art Topics
- Adobe (Photoshop, Illustrator, InDesign)
- Computer-Aided Drafting/Manufacturing/Engineering
- Revit
- SketchUp
- SolidWorks

Network Engineering

- Electronics Overview
- Microsoft Technology in Networking
- Cisco Technology in Networking

Operating Systems

- Windows Operating System in the Network
- Novell Operating System in the Network
- UNIX Operating System in the Network

Security Issues

- Network Security Essentials, Key Principles and Concepts
- Risk Assessment and Auditing
- Security Incident Handling
- Securing Business Applications
- Web Security

CONTINUOUS IMPROVEMENT

- Levels of Performance
- Performance Management
- Change Management
- Process Management
- Total Quality Management
- Process Mapping
- Quality Assurance
- Six Sigma Concepts
- Lean Concepts
- Statistical Process Engineering

Team Building

- Team Building, Dynamics & Leadership
- Leadership Skills
- Employee Engagement
- Motivating Others
- Recognizing Performance
- Coaching and Counseling
- Setting Expectations & Giving Feedback
- Building Successful Teams
- Talent Development Lifecycle

MANUFACTURING SKILLS

- Production Operations
 - Fluid Mechanics
 - Machine Shop Basics
 - Motor Controls
 - Power Transmission
- Inventory Control
- Warehousing & Distribution Centers
- Blueprint Reading
- Equipment Operations & Maintenance

HAZARDOUS MATERIALS

- Hazardous Materials Handling & Cleaning

HAZWOPER

- HAZWOPER

OSHA 10/30 (Certified OSHA Instructor)

- OSHA 10
- OSHA 30

LITERACY SKILLS**Vocational English & Math**

- Reading and Writing Business Documents
- Business English
- Business Math

Literacy Training cannot exceed 45% of total training hours, per-trainee.
Safety Training cannot exceed 10% of total training hours, per-trainee. (This cap does not apply to Hazmat, OSHA 10/30 or HAZWOPER)

Note: Reimbursement for retraining is capped at 200 total training hours per trainee, regardless of the method of delivery.

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: Riviera, Inc. dba The Enterprise U
Reference No: 20-0461

CCG No.: ET21-0189
Page 1 of 2

ALPHABETIZE BY COMPANY NAME

Company: ATI	Priority? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 3360 E. La Palma Ave.	
City, State, Zip: Anaheim, CA 92806	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 100	
Total # of full-time company employees worldwide: 1,128	
Total # of full-time company employees in California: 702	
Company: BlackLine Systems	Priority? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 21300 Victory Blvd., 12 th Fl.	
City, State, Zip: Woodland Hills, CA 91367	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 100	
Total # of full-time company employees worldwide: 1,190	
Total # of full-time company employees in California: 690	
Company: CREXi	Priority? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 4086 Del Rey Ave.	
City, State, Zip: Marina del Rey, CA 90292	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 20	
Total # of full-time company employees worldwide: 131	
Total # of full-time company employees in California: 120	
Company: Earnin	Priority? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Address: 260 Sheridan Ave., Suite 300	
City, State, Zip: Palo Alto, CA 94306	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 50	
Total # of full-time company employees worldwide: 256	
Total # of full-time company employees in California: 210	

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: Riviera, Inc. dba The Enterprise U
Reference No: 20-0461

CCG No.: ET21-0189
Page 2 of 2

Company: Harness	Priority? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 116 New Montgomery St., Suite 200	
City, State, Zip: San Francisco, CA 94105	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 50	
Total # of full-time company employees worldwide: 161	
Total # of full-time company employees in California: 76	
Company: NDS	Priority? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 21300 Victory Blvd., Suite 215	
City, State, Zip: Woodland Hills, CA 91367	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 75	
Total # of full-time company employees worldwide: 378	
Total # of full-time company employees in California: 324	
Company: TBWA\Chiat\Day	Priority? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Address: 5353 Grosvenor Blvd.	
City, State, Zip: Los Angeles, CA 90066	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 100	
Total # of full-time company employees worldwide: 11,100	
Total # of full-time company employees in California: 250	
Company: Verisk 3E	Priority? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 3207 Grey Hawk Ct., Suite 200	
City, State, Zip: Carlsbad, CA 92010	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 50	
Total # of full-time company employees worldwide: 361	
Total # of full-time company employees in California: 153	



**Training Proposal for:
Finishing Trades Institute of District Council 36 Joint
Apprenticeship Training Trust Fund**

Contract Number: ET21-0924

Panel Meeting of: October 23, 2020

ETP Regional Office: PPU-Central Office

Analyst: C. Hoyt

PROJECT PROFILE

Contract Attributes:	Priority Rate Apprenticeship Retrainee	Industry Sector(s):	Construction (C) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Los Angeles, Orange, Riverside, San Bernardino, Imperial, Kern, Mono, Inyo, San Diego, San Luis Obispo, Santa Barbara, Ventura	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No International Union of Painters and Allied Trades, District Council 36		
Turnover Rate:	20%		
Managers/Supervisors: (% of total trainees)	N/A		

FUNDING DETAIL

Program Costs	+	Support Costs	=	Total ETP Funding
\$400,326		\$27,804 8%		\$428,130

In-Kind Contribution:	50% of Total ETP Funding Required	Inherent
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TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage
				Class / Lab	CBT		
1	Retrainee Journeyworker	Commercial Skills, Computer Skills, OSHA 10/30	43	8-200	0	\$738	\$25.01
				Weighted Avg: 30			
2	Retrainee Apprentice	Commerical Skills OSHA 10/30	143	8-210	0	\$2,772	*\$15.13
				Weighted Avg: 144			

* This amount has been verified in collective bargaining agreement wage tables

<p>Minimum Wage by County: Job Number 1: SET/Priority Industry: \$25.01 per hour Job Number 2: \$15.13 (Collective Bargaining Agreement Wages)</p> <p>Health Benefits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No This is employer share of cost for healthcare premiums – medical, dental, vision.</p> <p>Used to meet the Post-Retention Wage?: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Maybe</p>

Wage Range by Occupation		
Occupation Titles	Wage Range	Estimated # of Trainees
Job Number 1		
Journeyworker Painter		43
Job Number 2		
Apprentice Painter		63
		50
		30

INTRODUCTION

Finishing Trades Institute of District Council 36 Joint Apprenticeship Training Trust Fund (FTI) (www.dc36.org) provides training for workers represented by local unions that make up the Painters and Allied Trades District Council 36, which represents approximately 11,000 members. Prior to 2013, FTI was known as the Southern California Painting and Drywall Industries Apprenticeship Training Trust Fund. Bargaining for the signatory employers is conducted by two trade associations: Los Angeles Painting & Finishing Contractors Association, and the Western Wall & Ceiling Contractors Association.

The signatory employers are painting, drywall and glazing contractors. For this proposal only the painters will be participating. Training is provided at seven training centers operated by FTI in Los Angeles, San Diego, San Bernardino, San Luis Obispo and Kern Counties. This will be the ninth ETP Agreement with FTI, the fifth in the last five years.

Veterans Program

FTI actively recruits veterans into its program and work with various outreach, and pre-apprenticeship programs in the community. FTI also partners with Helmets to Hardhats, a national joint labor-management program that recognizes the link between skills acquired in military service and the building trades. In previous contracts, FTI provided a separate job number for veteran apprentices. However, for administrative simplicity, a veteran job number is not being requested for this proposal.

Women's Program

FTI actively recruits women into the apprenticeship program through virtual recruitment meetings and various community based organizations. FTI works with various MC3 Pre Apprenticeship programs through the Los Angeles and Orange County Building Trades Council, Women in Non-Traditional Employment Roles (WINTER), and the Flintridge Center. Currently, FTI has 59 women enrolled in its Apprenticeship Program.

COVID

To keep up with the demand for highly-trained, highly-skilled painters, it is critical FTI is able to offer classes both in-person and online to continue training during the state-mandated shelter-in-place order. Currently FTI's classes are a mix online instruction and in-person instruction. Training occurring in-person is for safety courses such as Respirators, Fall Protection, and Confined Spaces.

FTI has several protocols in place as it takes the health and safety of their students and instructors very seriously. To allow trainees to receive the hands-on training they need, the JATC has implemented several in-person classroom precautions with safety as the main priority. To accommodate in-seat instruction students must wear masks, undergo temperature checks, and all surfaces are sanitized before and after each use. To ensure adherence to social distancing guidelines to keep trainees and trainers safe, the average size of an onsite class is 10 trainees.

Apprenticeship Program

The Panel funds Apprentice training that does not displace any other source of government funds, or replace an existing apprenticeship program approved by the Division of Apprenticeship Standards (DAS). ETP funding supplements cost of delivery for the Related and Supplemental Instruction (RSI) portion of DAS-approved apprenticeship training. Apprenticeship programs vary in length. In this project the program is four years. The curriculum is developed with input from DAS and a designated Local Educational Agency Los Angeles Unified School District (LAUSD).

For the building trades, it is not customary for workers to be employed for a standard retention period of 90 consecutive days with one employer. In that instance, the Panel may substitute non-consecutive hours worked for retention. This modified retention period must be no less than 500 hours within 272 days with more than one employer. Both the standard and modified retention periods will apply to this proposal.

To ensure ETP does not displace Montoya Funds, Apprenticeship reimbursement is reduced by \$5, reducing the priority industry rate from \$23 to \$18 per class/lab hour. The ETP wage for Apprentices is no less than \$25.01 per hour. However, the actual wages paid are shown in the Training Plan Table for the Panel's information.

PROJECT DETAILS

ETP funding will help FTI provide the highest quality training for Journeyworkers and Apprentices for various projects in Southern California. Contractors in the industry need highly-trained, highly-skilled Apprentices with the ability to work in specialized commercial and industrial jobs. Some work requires industry certifications and all work must be performed at high levels of efficiency.

Journeyworkers also require training to perform specialty work, including new finishes, and advanced industrial painting and coating systems. Some work requires industry certifications and all work must be performed at high levels of efficiency. In addition, employers need workers trained as safety superintendents and managers. Employers also need employees and journeyworkers with basic computer skills to complete reports and send e-mails.

In the current uncertain economy, it is more important than ever for workers to be trained to the highest possible skill levels so union contractors can win bids and maintain employment for apprentices and journey level workers. Current projects include Universal Studios Nintendo Land, University of California Los Angeles Residence Hall, Cypress College Science, Engineering, and Veteran Resources Buildings, Century Plaza, and Roosevelt High School.

Training Plan

Training will be delivered via Class/Lab and E-Learning in the following:

Journeyworkers:

Commercial Skills: This training will be offered to Journeyworkers to increase worker knowledge and capabilities in the Painting industry. Trainees will learn new methodologies and skills being used that include blast cleaning equipment, new finishes, mixing, and commercial painting. Courses include Lead Paint Removal, Use of Dry Abrasive and Portable Centrifugal Blast Cleaning Equipment, Proper use of Spraying Systems, including Airless Spray, Equipment Setup, Mixing, Spraying, Troubleshooting, and Maintaining High Efficiency Ratings, and Use of Plural Component Spray Equipment for applying protective coatings on steel.

Computer Skills: This training will be offered to Journeyworkers to receive computer skills training to learn basic computer operations in a building trades setting. Courses include Operating Systems, Generating Reports, Performing Calculations and Entering Data.

Apprentices:

Commercial Skills: This training will be offered to Apprentices and includes use of an innovative VirtualPaint Training System. The system is a virtual reality training system that provides immediate and detailed feedback to trainees on the efficiency of their spraying technique using a variety of materials under a variety of environmental circumstances. The trainee holds an actual paint spray setup, but instead of paint, the spray gun shoots a laser beam on a large screen. Sensors document the trainee's efficiency. The system, built by the University of Northern Iowa in cooperation with the Department of Defense, trains in the basics of spray operation, set-up, planning and other fundamentals of the trade. Trainees receive instantaneous feedback on their

spray pattern and overall application, ounces of paint sprayed, transfer efficiency, overspray and elapsed time.

Certified Safety Training—Journeyworkers & Apprentices

OSHA 10/30: This training is a series of courses “bundled” by industry sector and occupation. It consists of 10 hours of classroom or CBT training for Journeyworkers and 30 hours for frontline supervisors. The coursework is geared to construction work, and also manufacturing. Completion of the training results in a certificate that expands employment opportunities. The coursework must be approved by Cal-OSHA, and the instructors must be certified by Cal-OSHA.

Learning Management System

Staff has reviewed and approved FTI’s use of a Learning Management System for recordkeeping.

Marketing and Support Costs

Employers are notified of FTI training programs through association web sites, mailings, and presentations. Employers are also members of the joint committee that operates the Institute and assist in developing training curriculum that will meet industry needs. Although many of the participating employers have already been recruited, additional marketing will take place to complete the project and replace any Employer whose training needs have changed since the initial start of project development.

In addition, staff will work to assess and receive feedback from participating employers in an effort to improve in all training areas to ensure their program meets industry requirements to provide high quality craftsmen. Feedback collected is received from trainees, contractors, and union representative reports. To continue recruitment, FTI requests, as staff supports, the 8% support costs.

Commitment to Training

Employers will continue to make contributions for every hour worked by covered employees. Safety training is provided by the participating employers in accordance with all pertinent requirements under state and federal law.

ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

Training will be overseen by FTI’s Director of Training. Project administration will be performed in a partnership of the FTI, LAUSD, and Steve Duscha Advisories. FTI will handle class scheduling and completion of training rosters with two dedicated ETP administration vendors who will assist in employer liaison, documentation of work hours, uploading training and enrollment data, ETP reporting and related activities which includes maintaining the data in its LMS.

Trainer Qualifications

All trainers are qualified journey level workers with extensive practical and training experience in the commercial and industrial painting industry.

Impact/Outcome

Journeyworkers will receive certifications from the Society for Protective Coatings.

Tuition Reimbursement

Students enrolled in the ETP-funded program will not be charged tuition, fees, or any other costs associated with training. The representation will be made a condition of the Contract.

RECOMMENDATION

Staff recommends approval of this proposal.

ACTIVE PROJECTS

The following table summarizes Contractor’s performance under an active ETP Contract:

Contract No.	Approved Amount	Term	No. Trainees (Estimated)	No. Completed Training	No. Retained
ET20-0901	\$749,145	07/01/2019 - 06/30/2021	284	0	0

Based on ETP Systems, 49,384 reimbursable hours have been tracked for potential earnings of \$993,094 (133% of approved amount). The Contractor projects final earnings of 100% based on training currently committed to by employers and in progress through contract closeout.

PRIOR PROJECTS

The following table summarizes Contractor’s performance by FTI under an ETP Contract that was completed within the last five years:

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
ET18-0916	Commerce	11/01/17-10/31/19	\$949,595	\$949,595 (100%)
ET17-0905	Commerce	09/01/16-08/31/18	\$765,376	\$742,761 (97%)
ET15-0922	Commerce	02/21/15-02/20/17	\$649,650	\$597,805 (92%)

DEVELOPMENT SERVICES

Steve Duscha Advisories in Sacramento assisted with development for a fee of \$7,500.

ADMINISTRATIVE SERVICES

Steve Duscha Advisories in Sacramento and the Los Angeles Unified School District in Los Angeles will perform administrative services for a fee not to exceed 13% of payment earned.

TRAINING VENDORS

N/A

Exhibit B: Menu Curriculum

Journeyworker Training

Class/Lab & E-Learning Hours

8-200

Trainees may receive any of the following:

COMMERICAL SKILLS

Applicator Training

- Corrosion
- Surface preparation
- Abrasive materials
- Coating materials
- Application methods of protective coatings
- Process control
- Safety

Lead Paint Removal

- Lead and Other Toxic Metals
- Regulatory Overview
- Worker Protection from Lead and Other Toxic Metals
- Compliance with Air, Soil, Water/Sediment, and Dust Regulations
- Management of Solid and Hazardous Waste
- Sources of Lead Exposure
- Control of Environmental Releases
- Specifications and Site-Specific Compliance Plans
- Work site Preparation
- Insurance and Bonding Issues
- Other Safety and Health Hazards

Abrasive Blasting

- Principles of Surface Preparation
- Primary Components of an Abrasive Blasting System
- Abrasives
- Nozzle Equipment Operations Hands-On Session
- Portable Centrifugal (Wheel) Blast Equipment Operations Hands-On Session

Spray

- Airless Spray Equipment Operational Systems
- Set-up and planning
- Equipment settings, including pressure, fan size, partial triggering
- Proper Mixing Techniques
- Proper Spray Techniques
- Troubleshooting
- Simulation experience
- Making adjustments

- Recognizing and eliminating waste of material
- Efficiency ratings
- Environmental safety
- Process control

Marine Plural Component

- Plural Component Equipment Operational Systems
- Troubleshooting
- Characteristics of Plural Component Coatings
- Use of two-part high solids epoxy
- Mixing components
- Meeting specifications
- Methods of mixing: manual, at the gun, before the manifold, after the manifold

Marine Coatings

- Elements of marine corrosion
- Coating fundamentals
- Marine coating systems
- Antifouling coatings
- Surface preparation
- Coating application
- Quality management
- Coating failures
- Safety and environmental issues

Safe working conditions (All training supplements required safety training)

- Foreman responsibility
- Worker responsibility
- Scaffolding
- Fall protection
- Electrical safety
- Falling objects
- Working in confined spaces
- Working around pipelines
- Managing safety at the worksite

T-Lock system

- Material and tool selection
- Applying coating
- Troubleshooting

Leadership skills

- Goal setting
- Coaching
- Motivation
- Team building

Advanced materials and systems

- Paints
- Coatings
- Conventional spray
- Reducing overspray

Advanced finishes

- Venetian plaster
- Glaze
- Metallic finishes

Welding

- Types of welds
- Welding theory and practice
- Welding machines
- Electrodes
- What makes a “good” weld
- Welding technique
- Inspection
- Discontinuities
- Striking and maintaining an arc
- Running a bead
- Reading the “puddle”
- Welding in all positions

Total Station Instrumentation

- Setting control points
- Taking readings
- Calibration
- Entering and retrieving data
- Transferring data to a computer
- Comparing structures with plans
- Identifying problem areas
- Documentation
- Advanced Blueprint Reading

Construction Site Project Management

- Foreman responsibility for communication, documentation & reporting
- Worker responsibility for documentation & reporting
- Emergency response planning

COMPUTER SKILLS

Basic Computer Skills for Construction

- Operating system
- Entering data
- Creating reports
- Using e-mail
- Performing calculations

OSHA 10/30 (OSHA Certified Instructor)

- OSHA 10
- OSHA 30

Apprentice Training

Class/Lab Hours

8-210

COMMERICAL SKILLS

Industrial Painting Course 1

- Know the basics of industrial painting
- Learn the role of regulatory agencies in enforcing their standards in the industrial painting trade
- Understand the responsibilities of employees and employers in the industrial painting trade
- Know the prevention and, when necessary, reporting of sexual harassment
- Learn the requirements for an American Red Cross certification in First Aid Training
- Understand the requirements for an American Red Cross certification in CPR
- Know the appropriate use and care of personal protective equipment and devices in industrial painting
- Learn the appropriate use and care of specialized respiratory equipment for industrial Painting
- Understand the basic tools used in industrial painting
- Know the appropriate use and care of industrial painting equipment
- Understand the materials used for industrial coating
- Know how atmospheric conditions affect performance and application
- Learn to prepare surfaces for industrial painting

Industrial Painting Course 2

- Know how to obtain and interpret work permits and document work procedures in the industrial Painting trade
- Learn the OSHA and Center for Protection of Workers Rights (CPWR) standards for working in confined spaces.
- Understand the OSHA and CPWR standards in dealing with hazards in confined spaces.
- Know how to recognize and reduce confined space hazards as prescribed by the LSHA and CPWR
- Learn the appropriate use of personal protective equipment gear in industrial painting.
- Understand the methods of fire prevention and practice standby and rescue procedures
- Know basic rigging practices

- Learn various types of ropes, cables and hardware used in industrial painting
- Understand the practical application of knots, bends and hitches in industrial painting
- Know the appropriate use and application of suspended work platforms in industrial painting
- Learn the appropriate use of ladders in industrial painting
- Understand the types of uses of scaffolds in industrial painting
- Know the standards and specifications of surface preparation in industrial Painting
- Learn the appropriate application of primers and coatings in industrial painting
- Understand the appropriate use of solvents and the cleaning procedures for hand and power tools in industrial painting

Industrial Painting Course 3

- Know the health hazards associated with the industrial painting trade
- Learn both the employer's and employee's responsibilities pertaining to medical monitoring and personal hygiene
- Understand the different environmental considerations in industrial painting
- Review how atmospheric conditions affect performance and application
- Know the personal and environmental protective measures necessary for those in industrial painting
- Understand the basics of project planning and preparation
- Know the items on the procedure checklist
- Learn the methods used for lead testing, chemical testing and air sampling
- Understand the lead-based paint abatement methods used in the interior of a structure
- Know the appropriate methods of abatement for exterior area and soil abatement
- Learn the requirements of industrial large scale abatement
- Understand the differences between pressure washing and hydro blast cleaning

Industrial Painting Course 4

- Review the safe and proper use of equipment in industrial coatings
- Understand the different environmental considerations in industrial painting
- Know the personal and environmental protective measures
- Understand the parts, supplies and machinery used I air blast equipment
- Know the different systems used in abrasive blast cleaning
- Learnt he various types, sizes and configurations of blast machines and their corresponding functions and procedures
- Know the different types and applications of metallic coatings
- Understand the difference between the three main categories of non-

metallic coatings

Industrial Painting Course 5

- Know the OSHA regulations pertaining to spray painting in the industrial painting trade
- Review the environmental and health impacts of the materials, equipment and procedures used in surface preparation and coating application
- Review safety precautions through hands-on exercises
- Understand the different types of solvents and thinners, their chemical compositions and interactions and their appropriate application in industrial painting
- Learn the factors affecting atomization and the four basic forms of atomization
- Know the use of compressed air in spray painting
- Understand the spray gun as the key element in conventional material delivery systems
- Know the use of conventional air, airless and electrostatic spray guns on different applications
- Understand the high volume low pressure system of atomization
- Understand the use of high pressure in airless spray painting systems
- Know the operation of the airless spray guns
- Know the purpose of plural component spraying
- Learn the operation of electrostatic spray painting systems
- Know the three types of wire flame spray processes
- Understand the different coating materials used in flame spray operations
- Learn the use and care of flame spray equipment

Industrial Painting Course 6

- Review how atmospheric conditions affect performance and application
- Understand the use of Nordson Gauge
- Know the use and application of fiberglass reinforced plastic (FRP)
- Learn the proper handling of FRP
- Learn the use of fire retardant resins of fiber reinforced compositions (FRC)
- Understand the effects of curing on polyester resins
- Understand the different processing methods of FRP
- Know the basics of reinforcement practices.
- Know the basic repairs that can be made to FRP
- Know the uses of epoxy as an architectural coating
- Learn the composition and use of epoxy polyester
- Understand the use of polyurethane coatings
- Know the use of a Taylor profile comparator

Industrial Painting Course 7

- Know safe working practices and eliminate potential hazards in industrial painting

- Learn the details of job specifications
- Know the standards for use of a profile comparator
- Understand industry standards for surface preparation in obtaining bond strength
- Know the standards for sprayed metal application
- Learn the standards for metalizing spray painting
- Understand the industry standards for use of the Nordson gauge
- Learn the standards on products that deal with atmospheric conditions
- Understand the standards in dealing with the common coating defects and failures in industrial painting

Industrial Painting Course 8

- Know the importance of safety measures in the workplace
- Learn the role and functions of the foreman and how to become a leader
- Know how to keep time records, understand how to charge off labor and materials for jobs and keep accurate accounting records
- Know the characteristics, barriers and how to overcome barriers to effective communication and how to plan, organize and estimate the needs of the job

Commercial Painting Course 1

- Know the basics of the painting trade
- Learn workplace safety procedures
- Understand the prevention and, when necessary, the reporting of sexual harassment
- Know the trade applications of whole numbers
- Learn the trade applications of decimals and fractions
- Understand the trade applications of various measurements and the difference between the base-10 system and the metric system
- Know the appropriate use and care of the basic painting and wall covering tools
- Know the appropriate use and care of residential and commercial painting ladders and scaffolds
- Understand the materials used for painting
- Know how to prepare surfaces for painting and wall covering including basic taping techniques
- Learn the impact of environmental factors on the painting process

Commercial Painting Course 2

- Know the importance of OSHA in the workplace
- Review the different tools, equipment and materials used in painting
- Understand how mathematical proportions are applied to practical painting problems
- Know how to measure for mixing
- Learn the principles of color identification in residential and commercial applications
- Understand the painting applications of color harmony

- Know color combination techniques
- Learn how to achieve artistry in work
- Understand how to prepare a surface for painting
- Know the natural and synthetic finishes and special items
- Learn the differences between wood graining tools and marbling tools
- Understand wood graining and marbling technique
- Know the impact of environmental factors in faux finishing
- Learn faux finishing materials and their uses
- Understand the proper use, care and maintenance of faux finishing equipment
- Know the basics of customer service and public relations

Commercial Painting Course 3

- Know the importance of safety measures in the workplace
- Learn the differences between traditional/conventional and modern spray equipment
- Understand the painting materials and their use
- Know the appropriate use, care and maintenance of equipment
- Learn the impact of environmental factor on spray painting
- Understand spray painting techniques
- Know how to resolve technical and interpersonal job site problems
- Review the basics of customer service and public relations

Commercial Painting Course 4

- Review the trade applications of whole numbers
- Review the trade applications of decimals and fractions
- Review the trade applications of various measurements and the differences between the base 10 system and the metric system
- Know different abrasive materials and their uses
- Learn the proper use, care, and maintenance of abrasive and water blasting equipment
- Understand the impact of environmental factors on abrasive and water blasting
- Know the abrasive blasting techniques
- Review job site problem resolutions

Commercial Painting Course 5

- Know the different types, applications methods and uses of joint compound materials
- Learn the appropriate use and care of special coatings equipment
- Review the trade applications of ratios and proportions
- Review the measurements for mixing
- Understand the impact of environmental factors on substrates
- Know the methods used in surface preparation
- Learn how to adhere to manufacturer's data during the application and curing of coatings
- Understand the hand-rubbed finishing techniques
- Know the various methods of surface cleaning

- Learn the installation of sheets and weld seams to Ameron specifications

Commercial Painting Course 6

- Review the importance of safety measures in the workplace
- Review the trade applications of whole numbers
- Review the trade applications of decimals and fractions
- Review the trade applications of various measurements and the differences between the base 10 system and the metric system
- Know the basics of drywall construction and finishing
- Know the cost calculation of materials and labor
- Understand the characteristics and appropriate use of wall covering materials
- Know the various wall covering application techniques
- Learn the cost estimation of wall covering
- Understand how to determine the amount of paint needed in every project
- Review technical and interpersonal job site problem resolutions
- Review the basics of customer service and public relations

Commercial Painting Course 7

- Review safe working practices to eliminate potential hazards
- Know the appropriate use and care of respiratory equipment used for painting
- Learn how to recognize and reduce confined space hazards as prescribed by OSHA and the Center to Protect Workers' Rights (CPWR)
- Understand the different types and functions of scaffolds used in industrial painting
- Know the different types and applications of metallic coatings
- Learn the contents and applications of OSHA 30
- Understand the basic information necessary to pursue National Association of Corrosion Engineers certifications.

Commercial Painting Course 8

- Review the importance of safety measures in the workplace
- Learn the role and function of the foreman and how to become a leader
- Know how to keep time records, understand how to charge off labor and materials for jobs and keep accurate accounting records
- Know the characteristics, barriers and how to overcome barriers to effective communication and how to plan, organize and estimate the needs of the job

Glazier Apprentice Training

- Construction math
- Rigging and hoisting basics
- Hand signals
- Scaffolding basics

- Codes and regulations
- Solvents and glazing materials
- Power tools
- Using transit and leveling instruments
- Hand tools
- Man lifting devices
- Adder use and safety
- Glass cutting and fabrication
- Mirrors: job layout and measurement
- Mirrors: mounting methods
- Plastic glazing material
- Glass replacement and putty glazing
- Insulated and high performance glazing
- Security glazing
- Spandrel and architectural panel systems
- Solar collectors and skylights
- Art glass
- Auto glass
- Door and window accessories and hardware
- Anodized and painted finishes
- Setting blocks, spacers, tapes and gaskets
- Aluminum entrances
- Revolving doors.
- Sealants
- Structural glazing
- Ribbon window systems
- Curtain wall layout
- Pressure wall
- Suspended glazing
- Architectural and shop drawings
- Welding

Drywall Finishing Course 1

- Know workplace and apprentice responsibilities
- Learn principles of effective interpersonal skills
- Understand workplace safety issues
- Know history and organizational structure of the trade
- Learn the working relationship between drywall finishing and associated trades
- Understand the different types of safe use of hand tools in the trade

Drywall Finishing Course 2

- Review and implement good safety practices
- Learn the importance of strong academic skills, critical think, and problem solving skills in the workplace.
- Know the different types of drywall finishing equipment
- Learn the characteristics and applications of major drywall finishing materials.

Drywall Finishing Course 3

- Understand program goals and develop personal skills
- Understand principles of effective communication
- Understand how to prepare a surface for painting and paperhanging using taping compound and tape
- Understand how to apply tape and taping compound to drywall joints
- Understand specific job standards in drywall finishing related to fire walls, elevator shafts, garages, stairwells, residential, commercial and industrial buildings

Drywall Finishing Course 4

- Understand program goals and develop personal skills
- Develop and demonstrate basic math skills required of a drywall finisher
- Understand how to estimate the cost of a specified job from plans
- Understand career paths and strategies for obtaining employment
- Understand and adapt to changing technology
- Demonstrate necessary practical skills of a drywall finisher

Drywall Finishing Course 5

- Know the requirements for American Red Cross certifications in first aid and CPR
- Understand how to read basic fundamentals of blueprints and prepare a materials list
- Know the procedures for preventive maintenance and care for drywall finishing tools and equipment
- Learn how to differentiate and apply exterior insulation and finish systems
- Understand OSHA 30 part 1

Drywall Finishing Course 6

- Understand OSHA 30 part 2
- Learn the role of the supervisor
- Know the common elements of human motivation
- Learn the art and science of team building
- Understand the effective communication strategies with the crew
- Understand the effective features and function of schedules and bar charts
- Learn the current federal and state laws that pertain to the construction industry
- Know the importance of written communication and documentation
- Understand effective tool and material management strategies
- Learn the basics of production management
- Now the features and functions of a contract as a management tool
- Know the importance of estimating, cost accounting, budgeting, cost reporting, and cost control
- Understand how to estimate the cost of a specified job from plans
- Review all drywall finisher skills

OSHA 10/30 (OSHA Certified Instructor)

- OSHA 10
- OSHA 30

Safety training cannot exceed 10% of total training hours per trainee. This cap does not apply to OSHA 10/30 training.

Note: Reimbursement for retraining is capped at 200 total training hours per trainee in Job 1, regardless of the method of delivery. Reimbursement for Apprentice training is capped at 210 total training hours per trainee.



Training Proposal for:
**Fresno, Madera, Kings, & Tulare Electrical Industries Joint
 Apprenticeship and Training Committee**

Contract Number: ET21-0921

Panel Meeting of: October 23, 2020

ETP Regional Office: PPU-Central Office

Analyst: A. Olazaba

PROJECT PROFILE

Contract Attributes:	Priority Rate Retrainee Apprenticeship Veterans	Industry Sector(s):	Construction (C) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Fresno, Madera, Kings, Tulare	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No International Brotherhood of Electrical Contractors Local 100		
Turnover Rate:	20%		
Managers/Supervisors: (% of total trainees)	N/A		

FUNDING DETAIL

Program Costs	+	Support Costs	=	Total ETP Funding
\$195,624		\$15,496 Job Numbers 1 & 2 - 8% Job Number 3 - 20%		\$211,120

In-Kind Contribution:	50% of Total ETP Funding Required	Inherent
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TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage
				Class / Lab	CBT		
1	Retrainee Priority Rate Journeyworker	Business Skills, Commercial Skills, Computer Skills, OSHA 10/30	12	8-200	0	\$590	\$25.01
				Weighted Avg: 24			
2	Retrainee Priority Rate Apprentice	Commercial Skills, OSHA 10/30	105	8-210	0	\$1,732	\$25.01
				Weighted Avg: 90			
3	Retrainee Priority Rate Apprenticeship Veterans	Commercial Skills, OSHA 10/30	10	8-210	0	\$2,218	\$25.01
				Weighted Avg: 105			

Minimum Wage by County: SET/ Priority Industry Wage: \$25.01 per hour

Health Benefits: Yes No This is employer share of cost for healthcare premiums – medical, dental, vision.

Used to meet the Post-Retention Wage?: Yes No Maybe

Up to \$3.01 per hour may be used to meet the Post-Retention Wage in Job Numbers 2-3. This amount has been verified in the collective bargaining agreement wage tables.

Wage Range by Occupation		
Occupation Titles	Wage Range	Estimated # of Trainees
Job Number 1 - Journeyworker		
Journeyworker - Inside Wireman (Electrician)		108
Job Number 2 - Apprentices		
Apprentice – Inside Wireman (Electrician)		25
		80
Job Number 3 - Veteran/Apprentice		
Veteran Apprentice – Inside Wireman (Electrician)		2
		8

INTRODUCTION

Fresno, Madera, Kings & Tulare Counties Electrical Industries Joint Apprenticeship and Training Committee (Fresno Electrical JATC) (<http://www.fresnojatc.org/>) provides up-to-date skills training and secures high-quality job opportunities for its members. Fresno Electrical JATC trains

electricians who install power, lighting, sound and communications, controls and other electrical equipment in commercial, industrial and residential buildings.

The Fresno Electrical JATC is governed by a Board of Trustees comprised of labor and management representatives, and is a joint effort of the International Brotherhood of Electrical Workers (IBEW) Local 100 and the National Electrical Contractors Association. All trainees are members of IBEW Local 100 located in Fresno, Madera, Kings and Tulare Counties (Region), currently represents over 710 electricians in those counties.

This is Fresno Electrical JATC's sixth ETP contract, the fifth in the last five years.

Veterans Program

Fresno Electrical JATC training programs are registered with Helmets to Hardhats, a national joint labor-management program that recognizes the link between skills acquired in military service and the building trades. Fresno Electrical JATC has committed to training ten Veterans in this project (Job Number 3). The training curriculum will be the same as Apprentice training outlined below. These trainees are in a separate Job Number to better track performance towards the goal of improved outreach for Veterans.

Women's Program

The JATC typically holds one job fair annually specifically targeted towards women. It also partners with Tradeswomen Inc. to refer and recruit women who may be interested in the program. Tradeswomen Inc. works to recruit and promote more women into construction and related trades and develop their capacity for leadership and career growth. Currently there are 4 women Apprentices and 82 women Journeyworkers in the Fresno Electrical JATC program.

COVID-19

Due to COVID-19, training may be delivered via E-learning. All in-person classes will be reduced to no more than 6 per class to adhere to state-mandated social distancing guidelines. Fresno Electrical JATC adheres to guidelines for all trainers and trainees to ensure safety and prevent the spread of COVID-19. The Contractor will use alternative recordkeeping for E-Learning and classroom based training approved by ETP as permitted by ETP's Response to COVID-19.

Apprenticeship Program

The Panel funds Apprentice training that does not displace any other source of government funds, or replace an existing apprenticeship program approved by the Division of Apprenticeship Standards (DAS). ETP funding supplements cost of delivery for the Related and Supplemental Instruction portion of DAS-approved apprenticeship training. Apprenticeship programs vary in length. In this project the program is five years.

For the building trades, it is not customary for workers to be employed for a standard retention period of 90 consecutive days with one employer. In that instance, the Panel may substitute non-consecutive hours worked for retention. This modified retention period must be no less than 500 hours within 272 days with more than one employer. Both the standard and modified retention periods will apply to this proposal.

To ensure ETP does not displace Montoya Funds, Apprenticeship reimbursement is reduced by \$5, reducing the priority industry rate from \$23 to \$18 per class/lab hour. ETP wage for Apprentices is no less than \$25.01 per hour.

PROJECT DETAILS

Training in this project will be driven by changes in the industry. This includes new mandated energy requirements, a retiring workforce, increasing complexity of construction projects and a shift to “green” building standards. As a result, Apprentices and Journeyworkers must have the skills to cope with higher quality standards, increased material cost, and more advanced technology. Trainees require training to utilize new products, reduce waste and improve efficient working standards. The demand for energy efficient construction has increased significantly and is the future of the industry.

Trainees included in this this proposal will work on projects including the construction of Riverstone Elementary School, California High Speed Rail construction, State Center Community College lighting retrofits, and a new school in Sanger. In addition, there are multiple large scale utility solar projects which include Little Bear, American Kings, Mustang and Slate solar projects to help California move more towards sustainable and clean energy resources. Each project varies in size from 150-400 Megawatts of power.

Training Plan

Training will be delivered via Class/Lab & E-Learning in the following:

Journeyworker Training

Business Skills: Training will include new national building codes and green practices; following certification guidelines; using more collaborative bidding and project development practices; meeting budgets; interacting with other types of construction workers; and implementing green solutions in traditional work environments. Training will give workers the tools to plan, organize and manage their construction projects to complete efficiently and on time. Training will also include team-building and leadership skills. Training topics include Conflict Resolution, Leadership Skill, Teambuilding Skills, and Project Management.

Commercial Skills: Training will focus on “Green” methods due to the demand for energy efficient construction methods and technologies by the participating employers and property owners. Training will cover energy-efficient technologies and products such as green building materials, solar photovoltaic panels, motor controls, advanced welding, green materials testing and audit equipment.

Computer Skills: Training will focus on software programs that include AutoCAD, Scheduling and Planning system and Job tracking. AutoCAD will give trainees the tools to read and modify blueprints while at a jobsite. Job planning software will help unionized trainees meet the challenges of staying competitive by giving workers the skills to stay employed in a rapidly changing industry. Training topics include Auto Computer-Aided Design, Job Tracking System, and Scheduling & Planning Jobs.

Apprentice Training

Commercial Skills: Apprentices will learn to install, maintain and repair various types of electrical and electronic equipment in commercial, industrial and residential establishments. They will also learn to install, connect and test electrical wiring systems for lighting, heating, air conditioning and

sound and communications in any building or structure. Topics under this proposal include Blueprints, Codeology, Lighting Essentials, and Rigging.

Certified Safety Training - Journeyworkers and Apprentices

OSHA 10/30: This training is a series of courses “bundled” by industry sector and occupation. It consists of 10 hours of classroom or CBT training for journey-level workers and 30 hours for frontline supervisors. The coursework is geared to construction work, and also manufacturing. Completion of the training results in a certificate that expands employment opportunities. The coursework must be approved by Cal-OSHA, and the instructors must be certified by Cal-OSHA.

Marketing and Support Costs

Fresno Electrical JATC is requesting 8% for Job Number 1-2 and 20% for Job Number 3 support to assist in the recruitment, employer outreach, and assessment of employer-specific job requirements.

Marketing is done through direct mailings, informational flyers, personal contracts, telephone calls, public service announcements, emails, and the Fresno Electrical JATC website. Class information will be disseminated throughout the year to all Apprentice and Journeyworker Electricians. Announcements for the program are sent to local, state, and federal agencies as well as to local high schools, community colleges and community-based organizations. Staff recommends the 8% for Job Number 1-2 and 20% for Job Number 3 of support costs for this proposal.

Commitment to Training

ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

Training Infrastructure

Fresno Electrical JATC’s Training Director will oversee the project with two staff members assisting with administrative, marketing, recruitment, needs assessments and scheduling of training. Fresno Electrical JATC has three full-time and six part-time trainers who will be providing training. Strategy Workplace Communications will provide administrative services for the ETP Contract.

Impact/Outcome

Certifications earned for the journey level and apprentice training listed above include: OSHA 10, OSHA 30, Rigging and Lifting, Green Audits, Arc Flash Safety Awareness, Building Automation Systems, and CALCTP Lighting, CALCTP Acceptance Testing, Title 24 Lighting Installation and Codes and ESAM-TAC (energy storage).

RECOMMENDATION

Staff recommends approval of this proposal.

ACTIVE PROJECTS

The following table summarizes Fresno, Madera, Kings & Tulare Electrical Industries Joint Apprenticeship Committee's performance under an active ETP Contract:

Agreement No.	Approved Amount	Term	No. Trainees (Estimated)	No. Completed Training	No. Retained
ET20-0916	\$415,005	08/05/2019-08/04/2021	182	0	0

Based on ETP Systems, 4,770 reimbursable hours have been tracked for potential earnings of \$91,822 (22% of approved amount). The Contractor projects final earnings of 100% based on training currently committed to by employers. The Contractor expects to submit a final closeout/all trainees in retention next spring and finishing around August 2021.

PRIOR PROJECTS

The following table summarizes Contractor's performance by Fresno Electrical JATC under an ETP Contract that was completed within the last five years:

Agreement No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
ET19-0907	Fresno	08/06/2018-08/05/2020	\$459,917	\$107,114 (23%)*
ET17-0928	Fresno	01/27/17 – 01/26/19	\$403,700	\$293,909 (73%)
ET15-0917	Fresno	02/02/15 – 02/01/17	\$317,520	\$203,927 (64%)**

*ET19-0907: Based on ETP Systems, 19,932 reimbursable hours have been tracked for potential earnings of \$452,393 (98% of approved amount). The Contractor projects final earnings of 98% once the closeout invoice has been submitted.

**ET15-0917: Poor performance was attributed to some Apprentices arriving late for class/work and Fresno Electrical JATC required its Apprentices to pay for books, making them ineligible for ETP funding. The JATC no longer requires Apprentices to pay for books, which has improved performance moving forward.

DEVELOPMENT SERVICES

California Labor Federation in Oakland and Strategy Workplace Communications in Alameda assisted with development at no cost.

ADMINISTRATIVE SERVICES

Strategy Workplace Communications in Alameda will also perform administrative services for an amount not to exceed 13% of payment earned.

TRAINING VENDORS

To Be Determined

Exhibit B: Menu Curriculum

Journeyworker Training (Job Number 1)

Class/ Lab Hours

8 - 200

BUSINESS SKILLS

- ✚ Advanced Time Management
- ✚ Conflict Resolution
- ✚ Creating Project Bids
- ✚ Customer Service Skills
- ✚ Decision Making Skills
- ✚ Filling Out Work Documents and Reports Accurately
- ✚ Green Awareness Training and Green Certifications
- ✚ Inventory Checklist
- ✚ Leadership Skills
- ✚ Problem Solving
- ✚ Project Management
- ✚ Teambuilding Skills

COMMERCIAL SKILLS

- ✚ Codeology
 - Arc Flash
 - National Electrical Code
 - Other Recognized Standards (Installation Changes)
 - Plan, Build, and Use
 - Related Standards (Mandatory and Permissive Rules)
 - Special Occupancies and Equipment
- ✚ Analog/Digital Circuit (AC/DC) Principles
 - Generators
 - Inductance/Reactance
 - Math for Electricians
 - Ohm's Law
 - Series/Parallel Circuits
- ✚ Grounding
 - Grounding and Bounding
 - National Electrical Code Article 100-Definitions and Provisions
 - National Electrical Code Article 110-Requirements
 - National Electrical Code Article 90-Introduction
 - National Electrical Code Article Chapters 1-4
 - Significant Changes to National Electric Code
- ✚ Fire Alarm Systems and Installations
 - Definitions and Systems
 - Initiating Devices and Notification Systems
 - National Electrical Code and Installation Requirements

- National Fire Protection Act, 1972 (NFPA 72)
- Start Up and Check Out Procedures

- ✚ Fire Life Safety
 - National Electrical Code (Relating to Fire Alarms)
 - National Electrical Code Article 725
 - National Electrical Code Article 760
 - NFPA 72
 - Principles of Electronics

- ✚ Industrial Motor Control
 - Control Relays and Timers
 - Jogging and Plugging Controls
 - Manual Starters and Magnetic Coils
 - Push Buttons, Selector Switches and Mechanical Devices
 - Solid State Electronic Devices
 - Variable Frequency Drives

- ✚ Programmable Logic Control (PLC)
 - Developing Ladder Programming
 - Introduction to Programmable Equipment
 - Programming Programmable Logic Controllers
 - Using Timers and Counters in Logic Programs
 - Writing a Program

- ✚ Electrical Design
 - 3 and 4-Way Switching
 - Design of Electrical Circuits
 - LonWorks and Building Automation
 - Magnetic Motor Control and the Code
 - Transformers and the Code

- ✚ Voice, Data and Video
 - Audio Distribution
 - CCTV Security Surveillance
 - Computer Networking
 - Fiber Optics
 - Telephonic Interconnect




- ✚ Industry Specific Skills
 - Advanced Instrumentation and Motor Controls
 - Advanced Welding
 - Architecture Designs and Advanced Plan Reading
 - Automated Demand Response Metering
 - Basic Welding
 - Blueprints and Schematics
 - Building Automation Systems
 - CALCTP Acceptance Testing
 - Conduit Bending

- Confined Space Entry
- Electric Vehicle Charging Stations
- Electric Vehicle Infrastructure Training Program
- ESAM-TAC Energy Storage
- Firestop Installation
- Management and Monitoring of Materials
- Medium Voltage Cable Splicing
- Programmable Logic Controllers
- Proper Equipment Set-Up (Green Training)
- Proper Installation & Use of Testing & Auditing Materials & Equipment (Green Training)
- Rigging and Lifting
- Safe Working Practices
- Solar Panel Installation
- Solar Photovoltaics
- Specialized Tools
- Testing Materials and Equipment-Proper Set-Up and Use (Green Training)
- Traffic Signaling
- Understanding Changes to Industry Standards (Green Training)
- Understanding New Technologies and Changes to Industry Standards (Green Training)
- Work Flow and Resources



 California Advanced Lighting Control Program (CALCTP)

- Advanced Lighting Control Systems
- Dimming Controls
- Lighting Control Strategies
- Line Voltage Switching Controls
- Low Voltage Switching Control
- Occupancy Sensors
- Photosensors

COMPUTER SKILLS

-  Auto Computer-Aided Design
-  Job Tracking System
-  Scheduling & Planning Jobs

OSHA 10/30 (OSHA Certified Instructor)

-  OSHA 10
-  OSHA 30

Apprentice Training (Job Number 2-3)



Class/Lab Hours

8 - 210

Trainees may receive any of the following

COMMERCIAL SKILLS

2nd Year

-  AC Theory, Level I
-  Application #5: Conduit Bending

- ✚ Application #6: Conduit Bending
- ✚ Application #7: Comb. Circuit Wiring
- ✚ Application #8: Transformer Connections
- ✚ Blueprints, Level I
- ✚ Codeology, Level I
- ✚ Electrical Safety-Related Work Practices, Level I
- ✚ Orientation, Level II
- ✚ Test Instruments, Level I
- ✚ Transformers, Level I

3rd Year

- ✚ AC Theory
- ✚ Blueprints
- ✚ Cad-Welding
- ✚ Code and Practices
- ✚ COMET
- ✚ Conduit Bending: Rigid & EMT, Chicago & 555
- ✚ Electrical Safety-Related Work Practices
- ✚ Fire Alarm Systems
- ✚ Ground Testing
- ✚ Grounding and Bonding
- ✚ Lighting Control Panels
- ✚ Motor Controls: Relays & Start/Stop
- ✚ Transformer wiring
- ✚ Transformers

4th Year

- ✚ Blueprints & Layout Yard
- ✚ Code Calculations
- ✚ Code Prep
- ✚ Field Trip to Motor Repair Shop and Folsom Power House
- ✚ Grounding and Bonding
- ✚ Lighting Essentials
- ✚ Lightning Protection
- ✚ Motor Control
- ✚ Motor Control Labs
- ✚ Motor Controls: Mag Starter & 3-Wire Control
- ✚ Motors
- ✚ PLC's
- ✚ VFD's

5th Year

- ✚ California Advanced Lighting (CALCTP)
- ✚ Code and Practices
- ✚ Code Calculations
- ✚ EVITP
- ✚ Foreman Training: Managing the Work including NECA/IBEW Presentations
- ✚ Motor Control
- ✚ Orientation
- ✚ PV/Solar Installer

- ✚ Rigging
- ✚ Torque

All Years

- ✚ Automated Demand Response Metering
- ✚ Electric Vehicle Charging Stations
- ✚ ESAM-TAC Energy Storage
- ✚ California Advanced Lighting Controls (CALCTP)

OSHA 10/30 (OSHA Certified Instructor)

- ✚ OSHA 10
- ✚ OSHA 30

Safety training cannot exceed 10% of total training hours per trainee. This cap does not apply to OSHA 10/30 training.

Note: Reimbursement for retraining is capped at 200 total training hours per trainee in Job Number 1, and Reimbursement for Apprentice training is capped at 210 total training hours per trainee in Job Numbers 2 and 3 regardless of the method of delivery.



Training Proposal for:
International Union of Elevator Constructors Local No. 18
Contract Number: ET21-0922

Panel Meeting of: October 23, 2020

ETP Regional Office: PPU-Central Office

Analyst: C. Hoyt

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate Apprenticeship	Industry Sector(s):	Construction (C) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Imperial, Inyo, Kern, Los Angeles, Orange, Riverside, San Bernardino, San Diego, San Luis Obispo, Santa Barbara, Ventura	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No International Union of Elevator Constructors Local No. 18		
Turnover Rate:	20%		
Managers/Supervisors: (% of total trainees)	N/A		

FUNDING DETAIL

Program Costs	+	Support Costs	=	Total ETP Funding
\$399,600		\$27,750 8%		\$427,350

In-Kind Contribution	50% of Total ETP Funding Required	Inherent
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TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage
				Class / Lab	CBT		
1	Retrainee Priority Rate Apprentice	Commercial Skills OSHA 10/30	185	8-210	0	\$2,310	\$25.01
				Weighted Avg: 120			

Minimum Wage by County: SET/Priority Industry: \$25.01 per hour

Health Benefits: Yes No This is employer share of cost for healthcare premiums – medical, dental, vision.

Used to meet the Post-Retention Wage?: Yes No Maybe

Wage Range by Occupation

Occupation Titles	Wage Range	Estimated # of Trainees
Apprentice Elevator Constructor		185

INTRODUCTION

Established in 2001, the International Union of Elevator Constructors Local No. 18 (IUEC Local No. 18) serves over 600 Apprentices and 1,300 Journey level Elevator Constructors. Workers are represented by the International Union of Elevator Constructors Local 18. Employers are represented by the National Elevator Bargaining Association and the Elevator Contractors of America. The Local Education Agency for the IUEC Local 18 is the Los Angeles Unified School District (LAUSD). This will be IUEC Local 18's third ETP Contract, and the third in five years.

Elevator Constructors specialize in installation, maintenance, modernization or repair work of elevators. Maintenance and repair workers require extensive knowledge of electronics, hydraulics, and electricity because a large part of maintenance and repair work involves troubleshooting. Most elevators today have computerized control systems that are more complex and require a higher level of troubleshooting than in the past.

After an elevator is installed, workers must regularly maintain and service it to keep it working properly. They perform preventive maintenance, such as oiling and greasing moving parts, replacing worn parts, and adjusting equipment for optimal performance. They also troubleshoot and perform emergency repairs. Workers that specialize in elevator maintenance must be able to handle major repairs such as replacing cables, elevator doors, and machine bearings. These tasks require the use of cutting torches or rigging equipment. Repair crews also perform major modernization and alteration work such as replacing electric motors, hydraulic pumps and control panels.

Veterans Program

IUEC Local No. 18 actively recruits Veterans and regularly participates in Helmets to Hardhats. To incentivize veterans to the elevator trades, IUEC Local No. 18 provides expedited and priority admission for Veterans who apply to the program. However, while Veterans do get accelerated admission into the program, they do not skip the Apprenticeship probationary period. This is due to the majority of safety training occurring in the probationary period and the need for safety training imperative to all those entering the trade. This ensures all Veterans learn and understand critical elevator safety skills. In order to provide administrative simplicity for this proposal, a separate Veteran job number will not be requested at this time.

Women's Program

IUEC Local No. 18 is committed to providing career pathways for women in the elevator industry and actively recruits women into the program. IUEC Local No. 18 coordinates its efforts with local high schools as well as attending job fairs to help bring new women to the trades. The JATC is proud to announce after recent recruitment efforts, 40 women have recently applied to the program, 28 have been accepted, and two women have begun working in the trades.

Apprenticeship Program

The Panel funds Apprentice training that does not displace any other source of government funds, or replace an existing apprenticeship program approved by the Division of Apprenticeship Standards (DAS). ETP funding supplements cost of delivery for the Related and Supplemental Instruction portion of DAS-approved apprenticeship training. Apprenticeship programs vary in length. In this project the program is four years. The curriculum is developed with input from DAS and a designated Local Educational Agency, LAUSD.

For the building trades, it is not customary for workers to be employed for a standard retention period of 90 consecutive days with one employer. In that instance, the Panel may substitute non-consecutive hours worked for retention. This modified retention period must be no less than 500 hours within 272 days with more than one employer. Both the standard and modified retention periods will apply to this proposal.

To ensure ETP does not displace Montoya Funds, Apprenticeship reimbursement is reduced by \$5, reducing the priority industry rate from \$23 to \$18 per class/lab hour. The ETP wage for Apprentices is no less than \$25.01 per hour. However, the actual wages paid are shown in the Training Plan Table for the Panel's information.

PROJECT DETAILS

The request for funding is driven by the growing volume of new construction and need to train members to install, service and maintain increasingly complex computer systems that control elevators today. Mechanics generally require greater knowledge of electronics, hydraulics and electricity because a large part of maintenance and repair work is troubleshooting. In addition to elevators, workers in this trade build and repair escalators, chairlifts, moving walkways and similar equipment in buildings.

The demand for elevator construction, long-term service and repair of equipment continues to grow at a rapid rate. As a result, the number of elevator apprentices increased by 80% in three years. ETP funds will help employers manage the growing volume of work in Southern California by providing workers with the skills to meet industry demand.

In addition, the funding will also help IUEC Local 18 transition its program to include more hands-on competency testing, and expand the use of virtual elevator and escalator training devices. These virtual, three-dimensional computer programs help trainees improve their installation and troubleshooting skills.

Training Plan

Training will be delivered via Class/Lab and E-Learning in the following:

Commercial Skills: Training will be offered to Apprentices and include basic and advanced instruction in theory and practical application of skills needed by Elevator Constructors. Training will provide workers with the skills to read and interpret drawings/blueprints, assemble elevator cars, connect electrical wiring to control panels and motors, test newly installed equipment, troubleshoot malfunctions, dismantle elevator and/or escalator units, repair and/or replace faulty components, conduct preventive maintenance, and maintain service records.

Certified Safety Training

OSHA 10/30: This training is a series of courses “bundled” by industry sector and occupation. The coursework is geared to construction work, and also manufacturing. Completion of the training results in a certificate that expands employment opportunities. The coursework must be approved by Cal-OSHA, and the instructors must be certified by Cal-OSHA.

Learning Management System

Staff has reviewed and approved IUEC Local No. 18 use of a Learning Management System for recordkeeping.

Marketing and Support Costs

Participating employers are notified of training via websites, mailings, and program presentations. IUEC Local No. 18 is requesting 8% support costs to assist with recruitment, employer outreach, and assessment of employer-specific job requirements. Although many of the participating employers have already been notified, additional outreach and needs assessments will take place throughout the contract term. Staff recommends the 8% support costs.

Commitment to Training

ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

Training will be overseen by the Business Manager of IUEC Local No. 18 as well as the Joint Committee and LAUSD. Four part-time staff will also coordinate the scheduling of training. Each instructor will track attendance and forward records to the IUEC Local 18, which will maintain the data in its LMS.

Trainer Qualifications

All trainers are qualified journey level workers with extensive practical and training experience in the elevator industry.

Tuition Reimbursement

Students enrolled in the ETP-funded program will not be charged tuition, fees, or any other costs associated with training. The representation will be made a condition of the Contract.

RECOMMENDATION

Staff recommends approval of this proposal.

ACTIVE PROJECTS

The following table summarizes Contractor's performance under an active ETP Contract:

Contract No.	Approved Amount	Term	No. Trainees (Estimated)	No. Completed Training	No. Retained
ET20-0947	\$374,112	02/03/20 - 02/02/22	216	0	0

Based on ETP Systems, 25,350 reimbursable hours have been tracked for potential earnings of \$487,987 (130% of approved amount). The Contractor projects final earnings of 100% based on training currently committed to by employers.

PRIOR PROJECTS

The following table summarizes Contractor's performance by IUEC Local No. 18 under an ETP Contract that was completed within the last five years:

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
ET19-0936	Southern California	12/10/18-12/09/20	\$832,590	\$832,590 (100%)

DEVELOPMENT SERVICES

Steve Duscha Advisories in Sacramento assisted with development for a fee of \$7,500.

ADMINISTRATIVE SERVICES

Steve Duscha Advisories and the Los Angeles Unified School District in Los Angeles will perform administrative services for a fee not to exceed 13% of payment earned.

TRAINING VENDORS

N/A

Exhibit B: Menu Curriculum

Class/Lab & E-Learning Hours

8 – 210

Trainees may receive any of the following:

COMMERCIAL SKILLS

Trade Skills

- Introduction to Safety
- Safety During Construction and Modernization
- Safety During Maintenance and Repairs
- Alcohol and Other Drugs
- Introduction to OSHA
- Hazard Communication
- Personal Protective Equipment
- Materials Handling
- Electrical Safety
- Tool Safety
- Fall Protection
- Stairways and Ladders
- Confined Spaces
- Motor Vehicle Safety
- Ergonomics
- Fire Safety
- Scaffold Safety
- Competent Person Training for Framed Scaffolds
- Training Program for Suspended Scaffolds
- Diversity and Success
- Case Studies
- Customer Relations
- Labor History and IUEC History
- Basic Mathematic Concepts
- Measurement
- Introduction to Installation Drawings
- Detail Drawings and Material Specifications

Hoistway Structures

- Tools and Material Handling
- Rigging and Hoisting
- Crosby Fasteners
- Pit Structure
- Introduction to Guide Rails
- Installation of Guide Rails
- Machine and Sheave Installation
- Elevator Control Equipment Installation
- Car and Counterweight Assembly and Roping
- Elevator Rope and Roping

- Rerooping
- Elevator Cab Modernization, Refinishing and Floor Covering

Electrical Fundamentals

- Signed Numbers and Powers of 10
- The Metric System
- Equations and Formulas
- Ratio and Proportion
- Electrical Safety
- Basic Electricity Orientation
- Understanding the Relationship Between Voltage, Current and Resistance
- Basic Electrical Circuit Components
- Series and Parallel DC Resistive Circuits
- Alternating Current Theory
- Magnetism and Electromagnetism

Electrical Theory & Application

- Introduction to Analog and Digital Meters
- Transformers
- DC Generator and Motor Theory
- Components of DC Motors and Generators
- Types of DC Motors and Generators
- Maintenance and Service
- AC Motors

Installation

- Planning, Piping and Wiring
- Piping and Wiring the Machine Room and Hoistway
- Piping and Wiring the Car
- Start-Up Procedures
- Passenger Elevator Door and Entrance Installation
- Elevator Cab Assembly and Door Operators
- Freight Elevator Doors and Gates
- Freight Door Operators
- Dumbwaiters
- Machine Room Maintenance
- Hoistway Maintenance
- Asbestos Awareness

Solid State

- Mathematics for Ohm's Law
- Basic Components and Series and Parallel Resistance
- Magnetism, Electromagnetism, AC Theory and Transformers
- Capacitors and Capacitance
- Inductors and Inductance
- Diodes
- Transistors and Thyristors

- Analog Integrated Circuits
- Digital Integrated Circuits

Power & Logic

- Introduction to Circuit Tracing
- Relays and Timers
- Power and Power Control
- Logic Controls
- Constant Pressure Push Button Systems & Single Automatic Push Button Systems
- Collective Systems, Hydraulic Controller Theory & Troubleshooting
- Variable Voltage Selective Collective Systems

Advanced Topics in Elevators

- Installing and Servicing the Jack
- Piping and Temporary Operation
- Basic Hydraulic Theory
- Hydraulic Elevator Maintenance
- Escalator Components and Installation Process
- Moving Walk Components and Installation Procedures
- Service Maintenance and Repair
- Residential and Limited Use/Limited Acquisition Elevators
- Residential and Limited Use/Limited Acquisition Platforms and Chair Lists
- Rack and Pinion Hoists

OSHA 10/30 (OSHA Certified Instructor)

- OSHA 10
- OSHA 30

Safety Training cannot exceed 10% of total training hours per-trainee. This cap does not apply to OSHA 10/30 training.

Note: Reimbursement is capped at 210 total hours per trainee, regardless of the method of delivery.



**Training Proposal for:
Joint Journeymen and Apprenticeship Trust**

Contract Number: ET21-0926

Panel Meeting of: October 23, 2020

ETP Regional Office: PPU-Central Office

Analyst: A. Olazaba

PROJECT PROFILE

Contract Attributes:	Retrainee Apprenticeship Priority Rate	Industry Sector(s):	Construction (C) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Imperial, Kern, Los Angeles, Orange, San Bernardino, Riverside, San Diego, Ventura, Santa Barbara, San Luis Obispo	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Steam-Refrigeration-Air Conditioning-Pipefitters and Apprentices of the United Association of the United States and Canada, Local Union 250		
Turnover Rate:	20%		
Managers/Supervisors: (% of total trainees)	N/A		

FUNDING DETAIL

Program Costs	+	Support Costs	=	Total ETP Funding
\$399,934		\$27,752 8%		\$427,686

In-Kind Contribution:		Inherent
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TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage
				Class / Lab	CBT		
1	Retrainee Apprentice Priority Rate	Commercial Skills OSHA 10/30	111	8-210	0	\$3,330	\$25.01
				Weighted Avg: 173			
2	Retrainee Journeyworker Priority Rate	Commercial Skills OSHA 10/30	26	8-200	0	\$984	\$25.01
				Weighted Avg: 40			
3	Retrainee Priority Rate	Commercial Skills OSHA 10/30	22	8-200	0	\$1,476	\$25.01
				Weighted Avg: 60			

Minimum Wage by County: Job Number 1-3: \$25.01/hr. SET/Priority Industry
Health Benefits: Yes No This is employer share of cost for healthcare premiums – medical, dental, vision.
Used to meet the Post-Retention Wage?: Yes No Maybe
 Up to \$8.81 per hour may be used to meet the Post-Retention Wage for Job Number 3. This amount has been verified in the collective bargaining agreement wage tables.

Wage Range by Occupation		
Occupation Titles	Wage Range	Estimated # of Trainees
Job Number 1		
Apprentice HVAC Technician		111
Job Number 2		
Journeyworker HVAC Technician		26
Job Number 3		
Mechanical Equipment Serviceman (MES)*		11
Tradesman**		3
		8

*The MES classification includes personnel with experience, but little to no formal training. It is an intermediate classification created through collective bargaining, with salaries and skills lower than a Journeyworker. Workers in this classification neither complete an apprenticeship nor receive Apprentice training.

**The Tradesman classification is for entry-level helpers, drivers, parts persons, and yard workers. Tradesmen may become apprentices and advance to Journeyworker status. Under the collective bargaining agreement, Tradesman may be paid a \$14.00 per hour base, although they are actually paid a higher wage according to the JJAT. Tradesman will meet the SET Priority Industry wage of \$25.01 per hour if they participate in training funded by ETP.

Both occupations were created through collective bargaining under a lower wage scale that allows the union contractors to better compete. They are represented and their scope of work is set forth in the collective bargaining agreement. Their total compensation includes payment into the JJAT trust fund.

INTRODUCTION

Joint Journeymen and Apprenticeship Trust (JJAT) (www.hvcar-training.com) was founded in 1949 by a consortium of labor and management organizations to provide training for air conditioning and refrigeration technicians in Southern California. The JJAT administers a training trust fund created through collective bargaining and funded by signatory employers.

Veterans Program

Trainees will include Veterans, who receive direct entry into the program, which includes training and assistance in finding work with employers throughout the area at no cost to the Veteran. JJAT is committed to supporting job-related training that helps veterans transition into the California workforce. However, a Veteran job number was not included in the proposal to provide administrative simplicity.

Women's Program

JJAT works with Women in Non-Traditional Employment Roles (WINTER) to recruit women into the program. WINTER is a non-profit work development program whose mission is to prepare women for careers in the construction industry.

Apprenticeship Program

The Panel funds Apprentice training that does not displace any other source of government funds, or replace an existing apprenticeship program approved by the Division of Apprenticeship Standards (DAS). ETP funding supplements cost of delivery for the Related and Supplemental Instruction portion of DAS-approved apprenticeship training. Apprenticeship programs vary in length. In this project the program is five years.

For the building trades, it is not customary for workers to be employed for a standard retention period of 90 consecutive days with one employer. In that instance, the Panel may substitute non-consecutive hours worked for retention. This modified retention period must be no less than 500 hours within 272 days with more than one employer. Both the standard and modified retention periods will apply to this proposal.

To ensure ETP does not displace Montoya Funds, Apprenticeship reimbursement is reduced by \$5, reducing the priority industry rate from \$23 to \$18 per class/lab hour. The ETP wage for Apprentices is no less than \$25.01 per hour. However, the actual wages paid are shown in the Training Plan Table for the Panel's information.

PROJECT DETAILS

This will be JJAT's eighth ETP Contract and the sixth within the last five years. In this proposal, training will continue for Apprentices, Journeyworkers and workers in special "helper" classifications. Training includes inspection, service, maintenance, start-up, testing, balancing, adjusting, repair modification and replacement of mechanical and refrigeration equipment. These workers are represented by the Steam-Refrigeration-Air Conditioning-Pipefitters and Apprentices of the United Association of the United States and Canada, Local Union 250. Trainees work for contractors who serve a wide variety of industrial and commercial businesses throughout Southern California.

Energy efficiency regulations are changing the industry. The California Building Energy Efficiency Standards, also known as Title 24, require higher levels of efficiency from air conditioning and refrigeration systems, including new types of equipment and controls and the setting up of zones

within buildings so only the occupied portions of a building are cooled. Title 24 also sets standards for commercial refrigeration including supermarkets. In-depth training in the principles of air conditioning and refrigeration will be provided, including thermodynamics, energy efficiency rating and coefficient of performance calculations. Specialized training will be provided for workers who install and service supermarket refrigeration systems. Training will include how to select components and lay out systems for maximum efficiency. Training also will include how to communicate effectively with customers and describe energy systems, efficiency requirements and savings from more efficient systems.

Additionally, training will help workers learn to install, troubleshoot and repair air conditioning and refrigeration components and systems. Training will include instruction in the use of electrical controls, digital controls, and new equipment.

Training Plan

Training will be provided via Classroom/Laboratory and E-Learning methodologies. Trainers are subject matter experts and experienced Journeyworkers.

Commercial Skills: Training will be offered to all occupations on installation, troubleshooting and repairing air conditioning and refrigeration components and systems. Training will include instruction in the use of electrical controls, digital controls, and new equipment. In-depth training in the principles of air conditioning and refrigeration, including thermodynamics, energy efficiency rating and coefficient of performance calculations, will also be provided. Workers who install and service supermarket refrigeration systems will receive specialized training.

Certified Safety Training

OSHA 10/30: This training is a series of courses “bundled” by industry sector and occupation. It consists of 10 hours of classroom or CBT training for Journeyworkers and 30 hours for frontline supervisors. The coursework is geared to construction work, and also manufacturing. Completion of the training results in a certificate that expands employment opportunities. The coursework must be approved by Cal-OSHA, and the instructors must be certified by Cal-OSHA.

Commitment to Training

ETP funds will not displace the existing financial commitment to training. Employers will continue to make contributions to the training trust fund for every hour worked by Apprentices and Journeyworkers. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

The Director of Training will oversee training and internal project administration. In-house staff will handle class scheduling and completion of training rosters. JJAT has retained two administration vendors, Steve Duscha Advisories and Los Angeles Unified School District to assist with administrative tasks.

Impact/Outcome

Journeyworker trainees will receive an industry certificate for completing the HVAC core course and an Energy Auditor certificate for completing the energy-auditing course. All trainees will receive an OSHA 10/30 card for completing the OSHA course.

Marketing and Support Costs

Participating employers are notified of training through the Air Conditioning, Refrigeration and Mechanical Contractors Association of Southern California via websites, mailings and presentations. Workers are notified of training through their union local and directly by the training center through website postings and mailings.

The JJAT is requesting, and staff supports, 8% support costs to assist in Apprentice recruitment, employer outreach, and assessment of employer-specific job requirements. Although many of the participating employers have already been recruited, additional recruitment will take place to complete the project and replace any employers whose training needs change since the project planning process began. Assessment of employer-specific job requirements will all take place during the term of the contract.

Electronic Recordkeeping

ETP staff reviewed and approved the use of a Learning Management System for recordkeeping.

RECOMMENDATION

Staff recommends approval of this proposal.

ACTIVE PROJECTS

The following table summarizes Contractor's performance under an active ETP Contract:

Contract No.	Approved Amount	Term	No. Trainees (Estimated)	No. Completed Training	No. Retained
ET20-0921	\$748,386	09/01/19 – 08/31/21	251	203	0

Based on ETP Systems, 44,661 hours have been tracked for potential earnings of over 100% of the approved amount. The Contractor projects final earnings of 100%.

PRIOR PROJECTS

The following table summarizes Contractor's performances by JJAT under ETP Contracts that were completed within the last five years:

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
ET19-0921	Los Angeles	09/01/18-08/31/20	\$948,124	\$948,124 (100%)
ET17-0908	Los Angeles	09/24/16-09/23/18	\$601,060	\$555,812 (93%)
ET15-0921	Los Angeles	03/02/15-03/01/17	\$299,827	\$299,827 (100%)
ET14-0905	Los Angeles	11/16/13-11/15/15	\$443,690	\$442,703 (99%)

DEVELOPMENT SERVICES

Steve Duscha Advisories, in Sacramento, assisted with development of this proposal for a flat fee of \$7,500.

ADMINISTRATIVE SERVICES

Steve Duscha Advisories and the Los Angeles Unified School District, Los Angeles, will perform administrative services for a fee not to exceed 13% of payment earned.

TRAINING VENDORS

N/A

Exhibit B: Menu Curriculum**Class/Lab & E-Learning Hours**

8 - 210 Trainees may receive any of the following:

Apprentices (Job Number 1)**COMMERCIAL SKILLS**

- Air Conditioning HVAC Troubleshooting V
- Air Conditioning: Market Systems for HVAC Mechanics
- Compressors III-
- Customer Relations II
- Direct Digital Controls (DDC) III
- Electrical Controls II
- Electrical Controls III
- Heat Loads & Air Distribution IV
- HVAC Start Test Balance V
- HVAC Systems IV
- Hydronic Troubleshooting V
- Installation II
- Market Applications IV
- Pneumatics IV
- Safety Training
- Thermodynamics III
- Variable Frequency Drives V
- Water Chillers V

OSHA 10/30 (OSHA Certified Instructor)

- OSHA 10
- OSHA 30

Class/Lab & E-Learning Hours

8 – 200

Journeyworker (Job Number 2)**COMMERCIAL SKILLS**

- Absorption Chillers
- Belimo Motors
- Boilers
- Centrifugal
- Combustion Analysis
- Compressors
- Customer Relations
- Direct Digital Controls (DDC)
- Electronically Commutated Motors (ECM) Motors
- Electrical Code
- Electrical Controls
- Electrical for Start-up
- Electrical Protocol
- Electronic Variable Speed Drives
- Energy Audit

- Energy Retrofit
- Evaporative Condensers/Cooling Towers
- Green Professional Building Skills
- GreenChill
- HVAC Core
- Market Core
- Market EMS E-2/Control
- Mechanical
- National Environmental Balancing Bureau (NEBB) (sound and vibration testing)
- Pneumatics
- Project Management
- Refrigerant Piping
- Screw Chillers
- Solar Applications
- Thermal Energy Storage
- Title 24 Acceptance Test Certification
- Vane Axial Fans
- Variable Air Volumes (VAV) Systems

OSHA 10/30 (Certified OSHA Instructor)

- OSHA 10
- OSHA 30

Class/Lab& E-Learning Hours

8-200

Mechanical Equipment Serviceman and Tradesman (Job Number 3)

COMMERCIAL SKILLS

- Electrical Training
- Mechanical Cycles
- Brazing & Soldering
- Package Systems
- Advanced Troubleshooting Techniques
- Refrigerant Controls
- Electrical Controls

OSHA 10/30 (Certified OSHA Instructor)

- OSHA 10
- OSHA 30

Safety Training cannot exceed 10% of total training hours per-trainee. This cap does not apply to OSHA 10/30.

Note: Reimbursement for retraining is capped at 210 total training hours per trainee in Job Number 1 and 200 for Job Numbers 2 & 3, regardless of the method of delivery.



**Training Proposal for:
Laborers' Training and Retraining Trust Fund for Southern
California-The Laborers School**

Contract Number: ET21-0927

Panel Meeting of: October 23, 2020

ETP Regional Office: PPU-Central Office

Analyst: A. Olazaba

PROJECT PROFILE

Contract Attributes:	Priority Rate Retrainee Apprenticeship Veterans	Industry Sector(s):	Construction (C) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Kern, Los Angeles, Orange, San Bernardino, San Diego, Riverside, Ventura	Repeat Contractor:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Union(s):	<input checked="" type="checkbox"/> Yes SoCal District Council of Laborers and Affiliated Laborers International Union, Local 89, 220, 300, 585, 652, 783, 1309 and 1184		
Turnover Rate:	20%		
Managers/Supervisors: (% of total trainees)	N/A		

FUNDING DETAIL

Program Costs	+	Support Costs	=	Total ETP Funding
\$351,216		\$27,644 Jobs 1-3: 8% Job 4: 20%		\$378,860

In-Kind Contribution:	50% of Total ETP Funding Required	Inherent
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TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage
				Class / Lab	CBT		
1	Priority Rate Retrainee Journeyworker	Business Skills; Comm'l Skills; OSHA 10/30	108	8-200	0	\$590	\$25.01
				Weighted Avg: 24			
2	Priority Rate Retrainee Apprenticeship	Comm'l Skills; OSHA 10/30	150	8-210	0	\$1,732	\$25.01
				Weighted Avg: 90			
3	Priority Rate Retrainee Apprenticeship	Comm'l Skills; OSHA 10/30	10	8-210	0	\$1,732	\$25.01
				Weighted Avg: 90			
4	Priority Rate Retrainee Apprenticeship Veterans	Comm'l Skills; OSHA 10/30	20	8-210	0	\$1,901	\$25.01
				Weighted Avg: 90			

Minimum Wage by County: Job Numbers 1-4 (SET/Priority Industry): \$25.01 per hour
Health Benefits: Yes No This is employer share of cost for healthcare premiums – medical, dental, vision.
Used to meet the Post-Retention Wage?: Yes No Maybe
 Up to \$3.94 per hour may be used for Job Numbers 2-4 to meet the Post-Retention Wage.

Wage Range by Occupation		
Occupation Titles	Wage Range	Estimated # of Trainees
Job Number 1 - Journeyworker		
Construction Craft Laborer		54
Landscape and Irrigation Fitter		54
Job Number 2 – Apprentice		
Construction Craft Laborer		20
		130
Job Number 3 – Apprentice		
Landscape and Irrigation Fitter		2
		8
Job Number 4 - Veterans Apprentice		
Construction Craft Laborer		2
		12
Landscape and Irrigation Fitter		1
		5

INTRODUCTION

Founded in 1970, Laborers' Training and Retraining Trust Fund for Southern California-The Laborers School (The Laborers School), serves eight Southern California Locals (89, 220, 300, 585, 652, 783, 1309, and 1184) covering 12 counties in Southern California including Bakersfield, Long Beach, Los Angeles, Riverside, San Bernardino, San Diego, Santa Ana, Ventura, and Wilmington. The Laborers School serves 2,362 Apprentices.

The Laborers School trainee workers to use pneumatic tools, weld, organize and carry heavy materials, read plans, and properly use construction tools and equipment. This proposal will train Construction Craft Laborers and Landscape and Irrigation Fitters who attend one of the school's fourteen training sites. Azusa is the largest training site under this proposal and some of the trainees may receive training there. However, the majority of trainees in this project will be trained at the 13 satellite training centers. This emphasis on the other training centers allows The Laborers School to train Apprentices and Journeyworkers in rural areas.

In cases where reporting to training after work is not possible, the Laborers School provides a mobile school that travels to the different locals' offices and contractor jobsites. Providing training where Apprentices work and live allows them to continue working while attending training. If that is not possible, the Laborers School provides training on weekend. Training is held year round. This will be The Laborers School first ETP Contract; however it has participated in a prior ETP contract with the Laborers' Training and Retraining Trust Fund for Southern California.

Veterans Program

The Laborers School is committed to supporting job-related training that helps Veterans transition into the California workforce. The Laborers School recruits Veterans in cooperation with Helmets to Hardhats, a national joint labor-management program that recognizes the link between skills acquired in military service and the building trades. The training program for Veterans (Job Number 4) is the same as the Apprentice training.

Women's Program

The Laborers School partners with Women in Non-Traditional Employment Roles, Flintridge Center, WIN-LA Diversity & Economic Opportunity to refer and recruit women who may be interested in the Trade. As a result of these partnerships there are currently 67 enrolled as an Apprentice and 207 Journeyworkers, in the program.

COVID-19

California's mandated Shelter in Place order has required that 27% of the training to be delivered via E-learning, and in-person class sizes will be reduced to seven per class to adhere to social distancing guidelines. The Laborers School has Infectious Disease Management Procedures to be followed by staff for the traditional classes. Instructors follow a protocol for allowing students into class and "gatekeepers" to follow a similar protocol. There are assigned coordinators to be "gatekeepers" to stop and interview students prior to entering the campuses. The Contractor will use alternative recordkeeping for E-Learning and classroom based training approved by ETP as permitted by ETP's Response to COVID-19.

Apprenticeship Program

The Panel funds Apprentice training that does not displace any other source of government funds, or replace an existing apprenticeship program approved by the Division of Apprenticeship

Standards (DAS). ETP funding supplements cost of delivery for the Related and Supplemental Instruction portion of DAS-approved apprenticeship training. Apprenticeship programs vary in length. In this case the training program for the Construction Craft Laborer program is 18 months and the Landscape & Irrigation Fitter program is 5 years. Apprentices are required to attend a week of training each semester for three years to certify as a Journeyworker Laborer.

For the building trades, it is not customary for workers to be employed for a standard retention period of 90 consecutive days with one employer. In that instance, the Panel may substitute non-consecutive hours worked for retention. This modified retention period must be no less than 500 hours within 272 days with more than one employer. Both the standard and modified retention periods will apply to this proposal.

To ensure ETP does not displace Montoya Funds, Apprenticeship reimbursement is reduced by \$5, reducing the priority industry rate from \$23 to \$18 per class/lab hour. The ETP wage for Apprentices is no less than \$25.01 per hour. However, the actual wages paid are shown in the Training Plan Table for the Panel's information.

PROJECT DETAILS

The Construction Craft Laborers and Landscape and Irrigation Fitters workforce is aging out and retiring from the industry creating major staffing challenges in the laborer industry. The proposed training program will help employers meet the challenges of staying competitive by giving workers the skills to stay employed in the industry as new construction projects begin and the apprenticeship begin hiring workers.

Employers are working with new, alternative building materials while managing rising costs and improving construction techniques to reduce waste and increase efficiency. The training program provides trainees with skills necessary to perform construction duties with new materials and processes to meet employer needs. The demand for Laborers with high cutting, welding, and pipe layout techniques continues to grow. Trainees will learn skills that include pneumatic and various construction tools, welding, organizing and lifting heavy materials, and reading construction plans/blueprints. Laborers will also learn to perform many safety-related duties such as proper scaffolding, flagging, and traffic control.

Apprentices and Journeyworkers will be trained to work the following construction projects: 805 Freeway Construction in Chula Vista, San Diego Gas & Electric Transfer lines, Santa Maria County Jail, Santa Barbara High School Peabody Stadium, Wastewater Recovery Facility in San Luis Obispo, Todd Road Jail Medical Expansion in Ventura, Route 101 Construction in Ventura, Santa Ana College Science Building, Interstate 405 Project in Orange County, Air Resources Board consolidation in Riverside and Santa Rosa Water Facility, in Murrieta.

Training Plan

Training will be delivered via Class/Lab & E-Learning in the following:

Journeyworker Training

Business Skills: Training will give trainees the tools to plan, organize and manage their construction projects so that they can complete them efficiently and on time. Training will also include team-building and leadership skills and Business Skills courses will be offered to Journeyworkers under this proposal. Courses include topics such as Creating Project Bids, Decision Making Skills, and Filing out Work Documents and Reports Accurately.

Commercial Skills: Training will be offered to all occupations to learn skills sets in the Laborer Construction Industry. Courses include topics such as Arc Welding, Blue Print Reading, Concrete Sawing, Landscape Laborer, and Pipeline Procedures.

Apprenticeship Training

Commercial Skills: Training will provide skills to build and maintain commercial, industrial, and residential construction sites. Apprentice training topics will include content on Hand & Power Tools, Air Tools Awareness, Scaffold Builder and Water Truck Operation Safety.

Certified Safety Training

OSHA 10/30: Apprentices and Journeyworkers will receive this training, which is a series of courses "bundled" by industry sector and occupation. It consists of 10 hours of classroom or CBT training for Journeyworkers and 30 hours for frontline supervisors. The coursework is geared to construction work, and also manufacturing. Completion of the training results in a certificate that expands employment opportunities. The coursework must be approved by Cal-OSHA, and the instructors must be certified by Cal-OSHA.

Impact/Outcome

Certifications earned for the Journeyworkers training include: OSHA 10, OSHA 30, Rigging and Lifting, Traffic Control, Flagging, Hazardous Waste Removal, Scaffold User, Scaffold Builder, Confined Space, Forklift, Skid Steer, Aerial Boom Lifts, Fall Protection and Welding.

Marketing and Support Costs

The Laborers School is requesting 8% in support costs for Job Numbers 1-3 and 20% support costs for Job Number 4 (Veterans) to fund marketing to employers to recruit apprentices; to fund its staff in recruiting and qualifying additional participating employers for this program; and to conduct ongoing assessments of employer-specific job requirements. There will be staff members at The Laborers School that will assist with the marketing, recruitment, needs assessments and scheduling of training.

The Laborers School and the various local unions will publicize the availability of training through direct mailings, brochures/flyers, personal contacts, telephone calls, public service announcements and e-mail announcements. It will also promote this training program at labor-management meetings and industry assemblies, site visits to local schools, trade shows, industry meetings, and vocational outreach organizations. Staff recommends the 8% in support costs for Job Number 1-3 and 20% supports costs for Job Number 4.

Commitment to Training

Signatory employers will continue to contribute to the training trust for every hour worked by Apprentices and Journeyworkers. ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

The Laborers School Executive Director will oversee the project. There are 20 staff members from the eight Locals who will provide assistance with the marketing, recruitment, needs assessments, and the scheduling of training. SoCal Laborers has 30 trainers who are current Laborers who are

experts in the subject matters they teach. Strategy Workplace Communications has been retained to provide administration services.

Tuition Reimbursement

Students enrolled in the ETP-funded program will not be charged tuition, fees, or any other costs associated with training. The representation will be made a condition of the Contract.

RECOMMENDATION

Staff recommends approval of this proposal.

DEVELOPMENT SERVICES

Strategy Workplace Communications in Alameda and California Labor Federation in Sacramento assisted with development at no cost.

ADMINISTRATIVE SERVICES

Strategy Workplace Communications will also perform administrative services for a fee not to exceed 13% of payment earned.

TRAINING VENDORS

N/A

Exhibit B: Menu Curriculum**Class/Lab & E-Learning Hours**

8-200

Journeyworkers

Trainees may receive any of the following:

BUSINESS SKILLS

- Advanced Time Management
- Conflict Resolution
- Creating Project Bids
- Customer Service Skills
- Decision Making Skills
- Filling Out Work Documents and Reports Accurately
- Green Awareness Training and Green Certifications
- Inventory Checklist
- Leadership Skills
- Problem Solving
- Problem Solving-Supervisor
- Project Management
- Teambuilding Skills

COMMERCIAL SKILLS

- 24-hr Confined Space Entry
- Above Ground Drilling
- Aerial Boom Lift
- Air Tools
- Air Tools Awareness
- Anthrax Remediation
- Arc Welding
- Asbestos Abatement
- Asbestos Awareness
- Asbestos Worker Refresher-8 hrs. (English & Spanish)
- Asbestos Worker Supervisor Refresher-8 hrs. (English & Spanish)
- Asbestos Worker Supervisor-40 hrs. (English & Spanish)
- Asbestos Worker-40 hrs. (English & Spanish)
- Asphalt Remove & Repair
- Basic Blue Print Reading
- Basic Clay Pipe Awareness
- Basic Emergency Response Awareness
- Basic Weatherization
- Blue Print Reading
- Blue Print Reading Supervisor
- Brazing and Soldering
- Brick Tending
- Brick tender Duties
- Brick tender Forklift
- Brick tender Scaffold Erecting & Dismantling
- California Class A Prep

- Class A License
- Class A License Preparation
- Competent Person Awareness
- Concrete Cutting & Coring
- Concrete Placements & Finishing Tech 1
- Concrete Placements & Finishing Tech 2
- Concrete Remove & Repair
- Concrete Repair
- Concrete Sawing
- Concrete: Coring and Drilling, Cutting, Placement, Remove & Repair, Sawing & Wall
- Confined Space Awareness
- Confined Space Entry
- Construction Math
- Decorative Concrete
- Disaster Site Worker
- Drilling Operations
- Energy Auditor
- Environmental Hazards
- Environmental Hazards of Highway Work
- Fall Protection
- Fence Installation and Repair
- Fire Safety
- Fire Watch
- Fork Lift
- Forklift Safety
- Forklift-Rough Terrain
- Form Setting Techniques (Concrete)
- Fundamentals of Petroleum Refining
- Fundamentals of Refinery Work
- General Construction
- Geothermal Energy
- Green Construction
- Green Construction Awareness
- Hazard Communication
- Hazardous Waste Worker-40 hrs (English & Spanish)
- Hazardous Waste Worker-80 hrs (English & Spanish)
- Hazardous Waste Worker Refresher (English & Spanish)
- Heat Illness
- Heat Stress Prevention
- Hoisting & Rigging-Advanced Math
- Hoisting & Rigging
- Infection Control Awareness
- Infection Control Risk Assessment
- Introduction to Arc Welding
- Introduction to Construction Supervision
- Introduction to Epoxy-Concrete
- Introduction to Mechanically Stabilized Earth Walls Wall
- Introduction to Photovoltaic
- Jobsite Erosion Control

- Landscape
- Landscape 1
- Landscape 2
- Landscape 3
- Landscape 4
- Landscape Laborer
- Laser, Transit and Building Level
- Lead Abatement and Awareness
- Lead Awareness
- Lead Worker Refresher (CEW) (English & Spanish)
- Lead Worker Supervisor (English & Spanish)
- Lead Worker-24 hours (English & Spanish)
- Machine Operations and Concrete Sawing
- Mechanical Pipe Mechanically Stabilized Earth Walls
- Mini Excavator
- Mixing Mortar and Silica Awareness
- Nuclear Power Plant Worker
- Oxyfuel Cutting
- Paver Installation
- Photovoltaic
- Pipelaying
- Pipeline Procedures
- Pipeline Procedures: Polyethylene Pipe Fusion
- Pipeline Technologies
- Plan Reading Supervisor
- Plasma Arc Oxy-Acetylene Cutting
- Plasma Arc Oxy-Gasoline Cutting
- Process Piping 1
- Process Piping 2
- Process Piping 3
- Process Piping 4
- Process Piping 5
- Process Piping Blue Print Reading
- Process Safety Management
- Photovoltaic Racking Systems
- Photovoltaic Racking Systems, Service and Maintenance
- Qualified Rigger & Signal Person
- Quality Electrical Worker
- Rail Worker
- Reducing Silica Exposure
- Refinery Craft Specific Safety
- Refinery Excavation & Silica Awareness
- Refinery Safety Attendant
- Refinery Safety Overview
- Residential Construction Landscaping
- Respiratory Awareness
- Rigging & Signaling Awareness (formerly Qualified Rigger & Signal Person (QRSP))
- Refinery Safety Operations
- Safety & Health Supervisors

- Safety Attendant Worker-40 hours
- Safety Attendant-16 hours
- Sandblasting
- Saw Cutting
- Sawing
- Scaffold Builder
- Scaffold User
- Signal Person
- Silica Awareness
- Skid Steer
- Skid Steer 1
- Skid Steer 2
- Skip Loader
- Shield Metal Arc Welding Out of Position Arc Welding
- Storm Water Prevention Plans Awareness
- Tilt-Up
- Traffic Control & Flagging
- Traffic Control 2
- Treated Wood Waste Awareness
- Trench Plate Protection
- Trench Safety
- Trencher
- Tunneling
- Underground Storage Tank Program
- Valley Fever Awareness
- Water Diversion
- Water Truck Operation Safety
- Weatherization Technician and Installer

OSHA 10/30 (OSHA Certified Instructor)

- OSHA 10
- OSHA 30

Class/Lab & E-Learning Hours

8-210

Apprentice

Trainees may receive any of the following:

COMMERCIAL SKILLS

Laborer: General

- Air Tools
- Asphalt Remove & Replace
- Blue Print Reading
- Brick Tending
- Builders Level Math
- Concrete
- Fractions and Decimals, Inches to Decimals
- Hand & Power Tools
- Hazardous Waste Worker

- Lead Abatement Worker
- Mechanical Pipe
- Pipe Laying
- Steward Training
- Tilt-Up Construction
- Welding

Laborer: Landscape

- Environmental Hazards of Highway Work
- Environmental Passport
- Landscape 1: Planting & Maintenance
- Landscape 2: Construction Math & Irrigation Systems
- Landscape 3: Erosion Control, Grading & Drainage
- Landscape 4: Retention Walls, Dividers & Flatwork
- Mini Excavator
- Skip Loader
- Utility Trailer

All Laborer Apprentices

- 24-hr Confined Space Entry
- Aerial Boom Lift
- Aerial Boom Lift Safety
- Air Tools Awareness
- Asbestos Abatement
- Asbestos Awareness
- Asbestos Worker Refresher-8 hrs. (English & Spanish)
- Asbestos Worker Supervisor Refresher-8 hrs. (English & Spanish)
- Asbestos Worker Supervisor-40 hrs. (English & Spanish)
- Asbestos Worker-40 hrs. (English & Spanish)
- Basic Blue Print Reading
- Basic Clay Pipe Awareness
- Basic Emergency Response Awareness
- Basic Weatherization
- Blue Print Reading
- Blue Print Reading Supervisor
- Brazing and Soldering
- Bricktender Duties
- Bricktender Forklift
- Bricktender Scaffold Erecting & Dismantling
- Class A License
- Class A License Preparation
- Competent Person Awareness
- Concrete Cutting & Coring
- Concrete Placements & Finishing Tech 1
- Concrete Placements & Finishing Tech 2
- Concrete Remove & Repair
- Concrete Repair
- Concrete Sawing
- Confined Space
- Confined Space Awareness

- Construction Math
- Decorative Concrete
- Demolition and Deconstruction
- Disaster Site Worker
- Environmental Hazards
- Facility Systems and Maintenance
- Fall Protection
- Fence Installation and Repair
- Fire Safety
- Fire Watch
- Forklift and Forklift Safety
- Forklift Safety
- Forklift-Rough Terrain
- Formsetting Techniques (Concrete)
- Fundamentals of Petroleum Refining
- Fundamentals of Refinery Work
- General Construction
- Green Construction Awareness
- Hazard Communications
- Hazardous Waste Worker
- Hazardous Waste Worker Refresher
- Hazardous Waste Worker-40 hrs (English & Spanish)
- Hazardous Waste Worker-80 hrs (English & Spanish)
- Hazardous Waste Worker Refresher (English & Spanish)
- Heat Illness/Stress
- Heat Stress Prevention
- Hoisting & Rigging
- Hoisting & Rigging-Advanced Math
- Infection Control Risk Assessment Awareness
- Infection Control Risk Assessment for Occupied Facilities
- Infection Control Risk Assessment
- Indoor Air Pollution
- Introduction to Arc Welding
- Introduction to Construction Supervision
- Introduction to Epoxy-Concrete
- Introduction to Mechanically Stabilized Earth Wall
- Introduction to Photovoltaic
- Landscape Laborer
- Laser/Transit/Building Level
- Laser/Transit/Building Level Basics
- Lead Awareness
- Lead Worker Refresher (CEW) (English & Spanish)
- Lead Worker Supervisor (English & Spanish)
- Lead Worker-24 hours (English & Spanish)
- Machine Operations and Concrete Sawing
- Mixing Mortar and Silica Awareness (new)
- Mechanically Stabilized Earth Wall Construction
- Oxyfuel Cutting
- Paver Installation
- Permit Required Confined Space Entry

- Pipeline Procedures
- Pipeline Technologies
- Plan Reading Supervisor
- Plasma Arc and Oxy-Acetylene Cutting
- Plasma Arc Oxy-Gasoline Cutting
- Power Tools Certification
- Problem Solving-Supervisor
- Process Piping 1-5
- Process Piping Blue Print Reading
- Process Safety Management
- Photovoltaic Racking Systems
- Quality Electrical Worker
- Quality Rigger/Signal Person
- Rail Worker
- Reducing Silica Exposure
- Refinery Craft Specific Safety
- Refinery Excavation & Silica Awareness
- Refinery Safety Attendant
- Refinery Safety Overview
- Respiratory Awareness
- Respiratory Protection
- Rigging & Signaling Awareness (formerly Qualified Rigger & Signal Person)
- Refinery Safety Operations
- Safety & Health Supervisors
- Safety Attendant Worker-40 hours
- Safety Attendant-16 hours
- Sandblasting
- Saw Cutting
- Scaffold Builder
- Scaffold User
- Signal Person
- Skid Steer
- Skid Steer 1
- Skid Steer 2
- Shielded Metal Arc Welding Out of Position Arc Welding
- Storm Water Pollution Prevention Plans Awareness
- Tilt-Up
- Traffic Control 2
- Traffic Control and Flagging
- Treated Wood Waste Awareness
- Trench Plate Protection
- Trench Plates and Shoring
- Trench Safety
- Trencher
- Valley Fever Awareness
- Water Truck
- Water Truck Operation Safety
- Work Area Prep

OSHA 10/30 (OSHA Certified Instructor)

- OSHA 10
- OSHA 30

Safety Training cannot exceed 10% of total training hours per-trainee (This cap does not apply to OSHA 10/30)

Note: Reimbursement for retraining is capped at 200 total training hours per trainee for Job Number 1 and 210 total training hours for Job Numbers 2-4, regardless of the method of delivery.



**Training Proposal for:
Los Angeles County Electrical Educational and Training Trust
Fund**

Contract Number: ET21-0923

Panel Meeting of: October 23, 2020

ETP Regional Office: PPU-Central Office

Analyst: A. Monteon

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate Apprenticeship Veterans	Industry Sector(s):	Construction (C) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Los Angeles	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Local Union 11 I.B.E.W.		
Turnover Rate:	20%		
Managers/Supervisors: (% of total trainees)	N/A		

FUNDING DETAIL

Program Costs	+	Support Costs	=	Total ETP Funding
\$353,160		\$26,106 8% Job Number 1 20% Job Number 2		\$379,266
In-Kind Contribution:	50% of Total ETP Funding Required			Inherent

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage
				Class / Lab	CBT		
1	Apprentice	Commercial Skills, OSHA 30	208	8-200	0	\$1,732	\$25.01
				Weighted Avg: 90			
2	Apprentice Veterans	Commercial Skills, OSHA 30	10	8-200	0	\$1,901	\$25.01
				Weighted Avg: 90			

Minimum Wage by County: \$25.01/hr. SET/Priority Industry Modified Statewide Average
Health Benefits: Yes No This is employer share of cost for healthcare premiums – medical, dental, vision.
Used to meet the Post-Retention Wage?: Yes No Maybe

Wage Range by Occupation		
Occupation Titles	Wage Range	Estimated # of Trainees
Apprentice Inside Wireman		208
Veteran Apprentice Inside Wireman		10

INTRODUCTION

Founded in 1964, Los Angeles County Electrical Educational and Training Trust Fund also known as LA Electrical Training Institute (ETI) is a training organization serving Los Angeles County. ETI is governed by a Board of Trustees comprised of 3 labor and 3 management representatives and is a joint effort of the International Brotherhood of Electrical Workers (IBEW) Local 11 and the Los Angeles County Chapter National Electrical Contractors Association (NECA). ETI has approximately 261 signatory contractors who contribute to the trust fund and understand the market advantage of having well-trained and qualified union electricians on their job sites. This will be ETI’s sixth ETP Contract; the second in the last five years.

Veterans Program

Ten Veteran trainees will participate in this project. The Veteran training curriculum will be the same as apprentice training outlined above. These trainees are in a separate job number to better track performance toward the goal of improved outreach for Veterans. Currently, 224 Veterans are registered as apprentices at ETI.

ETI recruits Veterans with the assistance of IBEW Local 11’s full time Veterans Director who works in cooperation with Helmets to Hardhats, a national joint labor-management program that recognizes the link between skills acquired in military service and the building trades. Further, it hosts special days just for veterans to come in and apply for the apprenticeship program. Veterans who apply for an apprenticeship can skip the first stage (the written assessment) and go the second stage (the interview).

Women's Program

ETI sponsors a Mentoring Program for women. This program has been established to provide female applicants, Apprentices, and Journey-level women support and resources to ensure success in the trade. Group participants are often involved in ETI's outreach as well. ETI further partners with the YWCA and YMCA, National Association of Women in Construction, Girl Scouts, Women in Non-Traditional Employment Roles, Boys and Girls Club, Women Veteran Groups, Foster Youth, Job Corps, and Conservation Corps to outreach and support women applicants. Finally, in the past ETI participated in three large outreach events, Women Veterans Summit, Women Build METRO/L.A. Apprenticeship readiness fair and Women Build LA/OC each with over 300+ women attending. To date, ETI has 85 women in the program, of which 60 are in the Inside Wireman Program.

COVID Response

Since the pandemic started, no students have been onsite. However, at the beginning of September, students were allowed back onsite for hands-on learning. The proportion of E-Learning to in-person learning will be 60/40. Trainees receive three days of class lectures online and two days of in-person hands-on learning. All trainees, trainers and staff must follow a protection plan implemented to reduce exposure and infection. ETI is requesting Alternative Recordkeeping in line with ETP's COVID Response.

Apprenticeship Program

The Panel funds Apprentice training that does not displace any other source of government funds, or replace an existing apprenticeship program approved by the Division of Apprenticeship Standards (DAS). ETP funding supplements cost of delivery for the Related and Supplemental Instruction (RSI) portion of DAS-approved apprenticeship training. Apprenticeship programs vary in length. In this project the program is five years.

For the building trades, it is not customary for workers to be employed for a standard retention period of 90 consecutive days with one employer. In that instance, the Panel may substitute non-consecutive hours worked for retention. This modified retention period must be no less than 500 hours within 272 days with more than one employer. Both the standard and modified retention periods will apply to this proposal.

To ensure ETP does not displace Montoya Funds, Apprenticeship reimbursement is reduced by \$5, reducing the priority industry rate from \$23 to \$18 per class/lab hour. The ETP wage for Apprentices is no less than \$25.01 per hour. However, the actual wages paid are shown in the Training Plan Table for the Panel's information.

PROJECT DETAIL

To ensure employers can stay competitive and utilize new energy solutions, training must be provided on changes in the electrical industry. The State of California has mandated that 50% of existing buildings are retrofitted with energy reducing technologies by 2030. As a result, ETI's Apprentices must be trained to install new energy solutions that meet or surpass the state's mandated requirements. This funding will provide Apprentices with the needed skills to stay employed as the industry codes become more stringent and new technologies are introduced. Some of the projects trainees will be working during the project include: Los Angeles National Football League Stadium, Los Angeles International Airport, Los Angeles Metropolitan Transportation Authority, light rail projects, and Los Angeles Unified School District.

Training Plan

Training will be provided via Class/Lab and E-Learning methodologies at ETI's training centers.

Commercial Skills: Inside Wireman Apprentices learn to install, maintain and repair various types of electrical and electronic equipment in commercial, industrial and residential establishments. They also learn to install connect and test: electrical wiring systems for lighting, heating, air conditioning and sound and communications in any building or structure. Energy efficiency training is expected to be the centerpiece of the program because participating employers and property owners are demanding for these state-mandated construction methods and technologies.

Certified Safety Training

OSHA 10/30: This training is a series of courses "bundled" by industry sector and occupation. The coursework is geared to construction work and also manufacturing. Completion of the training results in a certificate that expands employment opportunities. The coursework must be approved by Cal-OSHA, and the instructors must be certified by Cal-OSHA.

Marketing and Support Costs

There are 15 staff people in the JATC office who will assist with the marketing, recruitment, needs assessments and scheduling of training.

The JATC requests and staff approves 8% support costs for trainees in Job Number 1 and 20% support costs in Job Number 2 (Veterans) to allow ETI's staff to recruit and qualify additional apprentices for this program. While many apprentices have already been recruited, additional recruitment and assessment activities must occur to support apprenticeship training.

Commitment to Training

LA County Electrical provides commercial skills training for Inside Wireman Apprentices. Employers will continue to make contributions to the training trust fund for every hour worked by apprentices and journey workers. ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

The Training Director of ETI will oversee this project with administrative assistance from 10 staff members. Strategy Workplace Communications will also assist with project administration.

Trainer Qualifications

The JATC has 14 full-time and 38 part-time Instructors providing training. The Instructors are former or current members of the trade who have received Master Certification status by the National Joint Apprenticeship and Training Committee. Currently, twenty-six Instructors hold Career Technical Education Teaching Credentials in the Building and Construction Trades through the California Commission on Teaching Credentials.

Impact/Outcome

Certifications earned for the apprentice training listed above include: NFPA (National Fire Protection Association Arc Flash Training) 70E, Lead and Asbestos, First Aid, CALCTP (California Advanced Lighting Controls Training Program) Acceptance Testing, Qualified Safety Person, OSHA-30, and Industrial Skills Orientation.

RECOMMENDATION

Staff recommends approval of this proposal.

ACTIVE PROJECTS

The following table summarizes Contractor’s performance under an active ETP Contract:

Contract No.	Approved Amount	Term	No. Trainees (Estimated)	No. Completed Training	No. Retained
ET20-0937	\$749,520	11/4/2019 – 11/3/2021	520	409	0

Based on ETP Systems, 51,272 reimbursable hours have been tracked, sufficient for earnings of \$749,520 (hours equate to more than 100% of the approved amount). The Contractor projects final earnings of 100% based on training currently committed.

DEVELOPMENT SERVICES

California Labor Federation, in Sacramento, and Strategy Workplace Communications, in Oakland, assisted with development of this proposal at no cost.

ADMINISTRATIVE SERVICES

Strategy Workplace Communications will also perform administrative services for a fee not to exceed 13% of payment earned.

TRAINING VENDORS

N/A

Exhibit B: Menu Curriculum**Class/Lab & E-Learning Hours**

8 – 200

Trainees may receive any of the following:

COMMERCIAL SKILLS**2nd Year**

- AC Theory, Levels I, II, III
- AC Systems, Level I
- Application #5: Conduit Bending
- Application #6: Conduit Bending
- Application #7: Comb. Circuit Wiring
- Application #8: Transformer Connections
- Blueprints, Level I
- Blueprints, Level II
- Code Calculations, Level II
- Code Standards and Practices 2, 2017 NEC, Level I, II
- Codeology, Level I
- Conduit Fabrication
- Electrical Safety-Related Work Practices, Level I
- Orientation, Level II
- Semiconductors, Level I
- Test Instruments, Level I
- Transformers, Level I
- Mathematics

3rd Year

- AC Theory
- Advanced Conduit Bending
- Blueprints, Level II
- Commercial Blueprints
- Cad-welding
- Code and Practices 3, Level I
- Conduit Bending: Rigid & EMT, Chicago & 555
- CPR/First Aid refresher
- Electrical Safety-Related Work Practices, Level II
- Fire Alarm Systems, Level I
- Ground Testing
- Grounding and Bonding, Level I
- Lighting Control Panels
- Motor Controls: Relays & Start/Stop
- Preparing for Leadership
- PV Systems WORKBOOK
- Rigging, Hoisting, and Signaling
- Test Instruments

- Transformer wiring
- Transformers
- One of: Field Estimating; Grounding; PV Design & Install; Transformers

4th Year

- Advanced Motor Control
- Blueprints (& Layout Yard)
- Building Automation 1: Control Devices & Applications, Level I
- Code Calculations
- Code Prep
- California Energy Commission Automated Demand Response
- Grounding and Bonding
- Introduction to PLC's
- Motor Control, Level I
- Motors, Level I, II
- Motor Control Labs
- Motor Controls: mag starter & 3-wire control
- Motors
- PLCs (Programmable Logic Controllers)
- Refinery Safety Orientation (RSO)
- VFDs (Variable Frequency Drives)
- Two of: Blueprint Reading; Field Estimating; PV Design & Install; Fire Alarm; Grounding; Transformers

5th Year

- Advanced License Preparation
- Alternative Energy Sources
- Building Automation Systems
- CALCTP Acceptance Testing
- Code and Practices 4, Level I
- Code Calculations
- CPR/First Aid Refresher , Level I
- EVITP (Electrical Vehicle Infrastructure Training Program)
- Distributed Generation
- Foreman Training: Managing the Work including NECA/IBEW presentations
- Instrumentation Introduction
- Intro to Lighting Control
- License Prep
- Motor Control
- NFPA 70E
- Orientation, Level III
- Power Quality
- PV/Solar Installer (Photo-Voltaic/Solar)
- Rigging, Hoisting & Signaling, Level I
- Structured Cabling
- Torque, Level I
- One of: Blueprint Reading; Field Estimating; PV Design & Install; Service & Distribution; Fire Alarm; Grounding; Transformers; Foremanship

All Years

- Arc Flash Safety Awareness
- Advanced Lighting Control
- Convention Center Orientation
- ESAMATC Energy Storage (Energy Storage and Microgrid Training and Certification)
- Energy Audit Survey
- Rigging and Lifting
- Title 24 Lighting Installation and Codes
- Qualified Safety Person

OSHA 30 (OSHA Certified Instructor)

- OSHA-30

Note: Reimbursement for retraining is capped at 200 total training hours per trainee, regardless of the method of delivery.



Training Proposal for:

**Pipe Trades Joint Apprenticeship and Training Committee of
Santa Clara and San Benito Counties**

Contract Number: ET21-0925

Panel Meeting of: October 23, 2020

ETP Regional Office: PPU-Central Office

Analyst: C. Hoyt

PROJECT PROFILE

Contract Attributes:	Priority Rate Retrainee Apprenticeship Veterans	Industry Sector(s):	Construction (C) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Santa Clara, San Benito	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No United Association of Journeymen and Apprentices of the Plumbing and Pipe Fitting Industry of the United States and Canada (UA Local 393)		
Turnover Rate:	20%		
Managers/Supervisors: (% of total trainees)	N/A		

FUNDING DETAIL

Program Costs	+	Support Costs	=	Total ETP Funding
\$334,592		\$28,870 Job 1 & 2: 8% Job 3: 20%		\$363,462

In-Kind Contribution:	50% of Total ETP Funding Required	Inherent
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TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage
				Class / Lab	CBT		
1	Retrainee Priority Rate Journeyworker	Commerical Skills Computer Skills OSHA 10/30	8	8-200	0	\$934	\$25.01
				Weighted Avg: 38			
2	Retrainee Priority Rate Apprentice	Commerical Skills Computer Skills OSHA 10/30	76	8-210	0	\$3,850	\$25.01
				Weighted Avg: 200			
3	Retrainee Priority Rate Apprentice Veteran	Commercial Skills Computer Skills OSHA 10/30	15	8-210	0	\$4,226	\$25.01
				Weighted Avg: 200			

Minimum Wage by County: Job Numbers 1-3 (SET/Priority Industry): \$25.01 per hour

Health Benefits: Yes No This is employer share of cost for healthcare premiums – medical, dental, vision.

Used to meet the Post-Retention Wage?: Yes No Maybe

Although employer provides health benefits, they are not being used to meet Post-Retention Wage.

Wage Range by Occupation		
Occupation Titles	Wage Range	Estimated # of Trainees
Job Number 1		
Journeyworker Pipefitter		8
Job Number 2		
Apprentice Pipefitter		76
Job Number 3		
Veteran Apprentice Pipefitter		15

INTRODUCTION

The Pipe Trades Joint Apprenticeship and Training Committee of Santa Clara and San Benito Counties (Pipe Trades JATC) (<http://www.pipetradestraining.org/>) opened the Lloyd E. Williams Pipe Trades Training Center in 1961 in San Jose. The training center is a modern, 100,000 square-foot facility with 48 classrooms and with welding and computer laboratories and serves 2,200 union members represented by the Plumbers, United Association Local Union 393. The

JATC was created in collective bargaining between Local 393 and management represented by the South Bay Piping Industry and the Santa Clara Valley Contractors Association. This will be Pipe Trades JATC's seventh ETP Contract, and the fifth in the last five years.

Pipe Trades JATC provides Apprentice and Journeyworker training to all the pipe trades involved in commercial, industrial, and residential plumbing. Courses are designed to provide Commercial Skills, Computer Skills and OSHA 10/30 training with an emphasis on green technology.

Veterans Program

Pipe Trades JATC is committed to supporting job-related training that helps Veterans transition into California's workforce and anticipates to train 15 Veterans (Job Number 3). Pipe Trades recruits Veterans in cooperation with Helmets to Hardhats, a national joint labor-management program that recognizes the link between skills acquired in military service and the building trades.

In addition, the Veterans in Piping (VIP) program offered by the United Association (UA) of Journeyworker and Apprentices of the Plumbing and Pipe Fitting Industry of the United States and Canada offers high-quality skills training and jobs in the pipe trades to active duty military personnel preparing to leave military service. The VIP program consists of 18 weeks of highly specialized, intensive training in marketable skills such as welding, heating, ventilating, air conditioning and refrigeration, and sprinkler fitting. The UA provides Veterans with additional skills' training opportunities after they complete this program by connecting them to established apprenticeship training programs.

Women's Program

The Pipe Trades JATC actively recruits women into its program and has two women graduates participate in various career day opportunities in the area. Pipe Trades JATC also has considerable participation in the Trades Orientation Program and works with groups like Sisters in the Building Trades, Working Partnerships US, Tradeswomen Inc. and Women in Construction to recruit more women into the pipe trades.

COVID-19

To keep up with the demand for highly-trained, highly-skilled elevator constructors, it is critical Pipe Trades JATC is able to offer classes both in person and online to continue training during the state-mandated shelter-in-place order.

Currently Pipe Trades JATC's classes are a mix of roughly 80% online instruction and 20% in-person instruction. All classes taking place at the Training Center are hands on lab courses and include Steam Technology, Welding, Advance Drawing, Threading Projects, and Rigging. Pipe Trades JATC has safety protocols in place as it takes the health and safety of their students and instructors very seriously. To allow trainees to still receive the hands-on training, they must wear masks, undergo temperature checks, and each class has their own separate entrance and exit into the training facility. Students must adhere to social distance guidelines and all facilities are cleaned before and after use.

Apprenticeship Program

The Panel funds Apprentice training that does not displace any other source of government funds, or replace an existing apprenticeship program approved by the Division of Apprenticeship Standards (DAS). ETP funding supplements cost of delivery for the Related and Supplemental Instruction portion of DAS-approved apprenticeship training. Apprenticeship programs vary in

length. In this project the program is four years. The curriculum is developed with input from DAS and a designated Local Educational Agency Foothill Community College.

For the building trades, it is not customary for workers to be employed for a standard retention period of 90 consecutive days with one employer. In that instance, the Panel may substitute non-consecutive hours worked for retention. This modified retention period must be no less than 500 hours within 272 days with more than one employer. Both the standard and modified retention periods will apply to this proposal.

To ensure ETP does not displace Montoya Funds, Apprenticeship reimbursement is reduced by \$5, reducing the priority industry rate from \$23 to \$18 per class/lab hour. The ETP wage for Apprentices is no less than \$25.01 per hour. However, the actual wages paid are shown in the Training Plan Table for the Panel's information.

PROJECT DETAILS

ETP funding will help workers prepare for the new projects in the Santa Clara and San Benito county areas, as well as backfill the jobs created by retiring Journeyworkers. Training will be provided in the use of plumbing and piping equipment, updated building standards and green business practices necessary to meet commercial interest and demand to develop, retrofit and maintain greener energy and water flow into and out of buildings. Equipment not used correctly can lead to energy inefficiencies, breakdowns, expensive re-work and delays in schedules. Trainees will learn to work more efficiently with the materials, reducing scrap and re-work.

Demand for Apprentices has continued to climb over the past few years with 381 Apprentices currently registered. Graduates of this program work in construction and repair for industries that include: semiconductor, energy, biopharmaceutical, healthcare, aerospace, education, housing, water treatment, and technology industries. There is currently a high demand for welders in the area. Apprentices and Journeyworkers will work on the following construction projects: Google Campus, Stanford University, Palo Alto VA Hospital, Lucille Packard Children's Hospital, Santa Clara Valley Medical Center, San Jose State University and Santa Clara University.

Training Plan

Training will be delivered via Class/Lab and E-Learning in the following:

Journeyworker Training

Commercial Skills: Training will be offered to Journeyworkers, and focus on new construction, service and repair techniques and equipment. Advanced skills training will expand the availability of employer-driven certification classes such as welding, and will also focus on new materials and the modernization of the industry, including the shift to green materials. Because plumbing, pipefitting, and refrigeration work revolves around energy management, many commercial and industrial businesses are seeking LEED certification.

Computer Skills: Training will be offered to Journeyworkers and include scheduling, planning and modeling software. AutoCAD and Job Tracking applications will provide trainees with tools to modify blueprints, look-up project requirements, build budgets and timelines, design virtual buildings, and adjust computerized control systems.

Apprentice Training

Commercial Skills: Apprentice training will include topics such as Trade Math, Blueprint Reading, and all plumbing and mechanical systems in use, in addition to basic skills required across all pipe trades. Training will help Apprentices gain the skills needed to work safely and productively across industries. Training will also cover courses in green construction compliance, practices and materials; new equipment, welding and industry certifications; and safety competency and awareness. Because this JATC operates in a highly competitive construction and service market, all training must meet the demands of Silicon Valley's construction industry.

Computer Skills: Training will include Computer-Aided Design and 3-D software applications.

Certified Safety Training

OSHA 10/30: This training is a series of courses "bundled" by industry sector and occupation. It consists of 10 hours of classroom or Computer-Based Training for Journeyworkers and 30 hours for frontline supervisors. The coursework is geared to construction work, and also manufacturing. Completion of the training results in a certificate that expands employment opportunities. The coursework must be approved by Cal-OSHA, and the instructors must be certified by Cal-OSHA.

Marketing and Support Costs

Pipe Trades JATC conducts marketing through direct mailings, personal contacts, telephone calls, public service announcements, emails, and its website, the JATC will disseminate class information throughout the year to all apprentice and journey level plumber, pipe and refrigeration fitters within the local's jurisdictions as well as to the plumber, pipe and refrigeration fitter contractors who employ them. The JATC is also active in the local workforce investment board (NOVA) by serving as a board member, executive board member and youth subcommittee committee chairperson and NOVA Youth Foundation board member.

As such, Pipe Trades JATC is requesting 8% support costs for Job Number 1 & 2 and 20% support costs for Job Number 3 (Veterans) to fund its staff in recruiting and qualifying additional participating employers for this program. Staff recommends approval of support costs.

Commitment to Training

ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

Training will be overseen by Pipe Trades JATC Training Coordinator along with two coordinators. The JATC has five administrative assistants who will be responsible for marketing, recruiting, conducting needs assessments, scheduling the training. Pipe Trades JATC has also retained Strategy Workplace Communications to assist with training administration.

Impact/Outcome

Certifications earned for the Journeyworker and Apprentice training may include: OSHA 10, OSHA 30, Medical Gas Installer, Medical Gas Brazer, Foreman's Certification, Industrial Rigging, Signalperson, National Environmental Balancing Bureau Commissioning, Backflow, Blueprints, Star Review and various welding certifications.

Trainer Qualifications

Training will be provided by over 50 part-time instructors. They are members of UA Local 393 and experts in the training topics and qualified Journeyworkers.

Tuition Reimbursement

Students enrolled in the ETP-funded program will not be charged tuition, fees, or any other costs associated with training. The representation will be made a condition of the Contract.

RECOMMENDATION

Staff recommends approval of this proposal.

ACTIVE PROJECTS

The following table summarizes Contractor's performance under an active ETP Contract:

Contract No.	Approved Amount	Term	No. Trainees (Estimated)	No. Completed Training	No. Retained
ET20-0923	\$749,470	9/3/19 - 9/2/21	217	0	0

Based on ETP Systems, 19,006 reimbursable hours have been tracked for potential earnings of \$365,865 (49% of approved amount). The Contractor projects final earnings of 100% based on training currently committed to by employers.

PRIOR PROJECTS

The following table summarizes Contractor's performance by Pipe Trades JATC under an ETP Contract that was completed within the last five years:

Contract No.	Location (City)	Term	Approved Amount	Payment Earned	
				\$	%
ET19-0915	San Jose	8/6/18 - 8/5/20	\$949,244	*\$772,673	(81%)
ET17-0917	San Jose	11/7/16 – 11/6/18	\$538,900	\$538,900	(100%)
ET16-0901	San Jose	8/8/15 – 8/7/17	\$642,410	\$557,535	(87%)

*ET19-0915: As of 08/05/20 has entered into contract closeout and will receive 100% earnings.

DEVELOPMENT SERVICES

California Labor Federation in Sacramento and Strategy Workplace Communications of Alameda assisted with development of this proposal at no cost.

ADMINISTRATIVE SERVICES

Strategy Workplace Communications will perform administrative services for a fee not to exceed 13% payment earned.

TRAINING VENDORS

N/A

Exhibit B: Menu Curriculum**Class/Lab & E-Learning Hours**

8-200 (Job Number 1)

Trainees may receive any of the following:

Journeyworker**COMMERCIAL SKILLS**

- BACnet Programming
- Boilers
- Brazing
- Certifications
 - Backflow
 - Blueprints
 - Foreman
 - Industrial Rigging
 - Medical Gas -- Installation, System Testing, Maintenance, Repair, Standards and Brazing
 - National Environmental Balancing Bureau Commissioning (Certification for Heating & Cooling Systems)
 - Orbital Welding
 - Signalperson Star Review
- Compressor Overhaul
- Direct Digital Controls (Principals of Operation, Calibration, Documentation, Shutdowns)
- Green Compliance
 - Energy Efficiency in Existing Equipment and Materials
 - Design and Installation of New Energy Efficient Equipment and Materials
 - LEED Standards
- Johnson Controls Courses
- Johnson DX9100 (Brand of Digital Controller)
- NFPA99 2015/ASSE 6000 (National ITC Corporation- NITC Medical Gas System Personnel)
 - Medical Gas - Installation, System Testing, Maintenance, Repair, Standards and Brazing
- Orbital Welding
- Plumbing Service
- Residential Plumbing
- Robotic Total Station
- Safe Working Conditions (All training supplements Cal-OSHA required safety training)
 - Electrical Safety
 - Fall Protection
 - Falling Objects
 - Foreman and Worker Responsibility
 - Scaffolding
 - Working in Confined Spaces
 - Working Around Pipelines
- Solar Installations
- Specialty Seminars for Service Work
- Start Test and Balance

- Title 24 Requirements
- Virtual Design and Technology
- Welding

COMPUTER SKILLS

- Computer-Aided Drafting
 - Bluebeam and PlanGrid Software
- 3-D Drawings Software

OSHA 10/30 (OSHA Certified Instructor)

- OSHA 30
- OSHA 10

Class/Lab/E-Learning Hours

8 – 210 (Job Numbers 2 & 3)

Apprentice

COMMERCIAL SKILLS

Plumbing and Steamfitters

- 2nd Year
 - Beginning Drawing and Design
 - Code/Water Supply
 - Industrial Safety
 - Rigging; Lay-out
 - Steamfitter Science: Electric and Air Conditioning
 - Steamfitting, Cutting and Welding
- 3rd Year
 - Advanced Trade Math for Plumbers
 - Advanced Trade Math for Steamfitters
 - Oxygen/Acetylene Training
 - Pipe Fitting
 - Plumbing Codes
 - Plumbing Fixtures
 - Steam Technology
- 4th Year
 - Advanced Draw and Blueprint Read
 - Applied Welding
 - Hydronics/Steam
 - Industrial Rigging
 - Water Systems
- 5th Year
 - Indust Install
 - Med Gas Install
 - Review & Turnout
 - Special Topics

Refrigeration

- 2nd Year
 - Fundamentals
 - Mechanical Systems
- 3rd Year

- Advanced Electrical Controls
- HVAC Pneumatics & Electrical Control Systems
- 4th Year
 - Advanced Refrigeration & Chillers
 - Industrial Refrig & Air-Cond Service
- 5th Year
 - Review & Turnout
 - Special Topics
 - Start, Test & Balance; HVAC Systems

All Trades

- Backflow Certification
- Blueprint Reading
- Compressor Overhaul
- Cutting
- Direct Digital Controls
- Drawing
- Foreman Certification
- Industrial Install
- Industry Math
- Industrial Safety
- Medical Gas Install
- Plumbing Service
- Residential Plumbing
- Rigging
- Rigging Certification
- Title 24 Requirements
- Trade Math
- Virtual Design and Technology
- Welding

COMPUTER SKILLS

- Computer-Aided Drafting
 - Bluebeam and PlanGrid Software
- 3-D Drawings Software

OSHA 10/30 (OSHA Certified Instructor)

- OSHA 10
- OSHA 30

Safety Training cannot exceed 10% of total training hours per-trainee This cap does not apply to OSHA 10/30 or HAZWOPER)

Note: Reimbursement for Job Number 1 (Journeyworker) training is capped at 200 total training hours per trainee; Job Numbers 2 & 3 (Apprentice) training is capped at 210 total training hours per trainee regardless of the method of training delivery.



**Training Proposal for:
San Diego Electrical Training Trust Fund**

Contract Number: ET21-0919

Panel Meeting of: October 23, 2020

ETP Regional Office: PPU-Central Office

Analyst: A. Olazaba

PROJECT PROFILE

Contract Attributes:	Retrainee Apprenticeship Priority Rate Veterans	Industry Sector(s):	Construction (C) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	San Diego, Imperial	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No International Brotherhood of Electrical Workers, Local 569		
Turnover Rate:	20%		
Managers/Supervisors: (% of total trainees)	N/A		

FUNDING DETAIL

Program Costs	+	Support Costs	=	Total ETP Funding
\$353,280		\$27,788 Jobs 1 & 2 - 8% Job 3 - 20%		\$381,068

In-Kind Contribution:	50% of Total ETP Funding Required	Inherent
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TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage
				Class / Lab	CBT		
1	Priority Journeyworker	Commer'l Skills, Computer Skills, OSHA 30	100	8-200	0	\$590	\$25.01
				Weighted Avg: 24			
2	Priority Apprentice	Commer'l Skills, Computer Skills, OSHA 30	164	8-200	0	\$1,732	\$25.01
				Weighted Avg: 90			
3	Priority Apprentice Veterans	Commer'l Skills, Computer Skills, OSHA 30	20	8-200	0	\$1,901	\$25.01
				Weighted Avg: 90			

Minimum Wage by County: Job Numbers 1-3 (SET/Priority Industry): \$25.01/hr.

Health Benefits: Yes No This is employer share of cost for healthcare premiums – medical, dental, vision.

Used to meet the Post-Retention Wage?: Yes No Maybe

Up to \$2.17 per hour may be used to meet the Post-Retention Wage.

Wage Range by Occupation		
Occupation Titles	Wage Range	Estimated # of Trainees
Job Number 1		
Journeyworker Inside Wireman & Sound Technician		100
Job Number 2		
Apprentice Inside Wireman & Sound Technician		20
		144
Job Number 3		
Veteran Apprentice Inside Wireman & Sound Technician		20

INTRODUCTION

Since 1944, the San Diego Electrical Training Trust Fund (SDETT or Trust) (www.etiedu.org) has provided industry skills training and securing job opportunities for its members in the San Diego and Imperial counties. SDETT trains electrical workers to install power, lighting, controls, sound and communication controls, and other electrical equipment in commercial, industrial, and residential facilities. ETP training is entirely center-based and will be delivered at SDETT's training centers, which include a 32,000 square-foot training center in San Diego and a 5,000 square-foot satellite facility in Imperial County. This is SDETT's sixth ETP Contract, and the fourth in the last five years.

The Trust is governed by a Board of Trustees comprised of labor and management representatives, and it is a joint effort of the International Brotherhood of Electrical Workers (IBEW) Local 569 and the National Electrical Contractors Association. Approximately 3,250 electricians work for over 390 employers. The 284 planned retrainees included in this proposal are all members of IBEW Local 569 and covered by separate CBAs for two occupational titles: Inside Electrical Wiremen and Sound Technicians.

Veterans Program

SDETT is committed to train 20 Veterans (Job Number 3) and to supporting job-related training that helps Veterans transition into the California workforce. It recruits Veterans in cooperation with Helmets to Hardhats. Veterans who apply for the apprentice program can skip the first stage of the application process which is a written assessment and go immediately to the second stage of an interview. The Trust is also an active participant in the Veteran Electrical Entry Program (VEEP). The VEEP is a national program in which Veterans take a 7-week Pre-Apprentice electrical program. After the program, they are eligible for direct entry into Apprentice Programs.

Women's Program

SDETT is committed to recruiting women through its Woman Outreach Coordinator. This staff member attends job fairs and other community events to market the program and host tours and events at the training centers. Further, SDETT works with United Sparkies, the IBEW Local 569's women's committee which mentors women and recruits at events and monthly meetings. Finally, the Trust works with Electrical Workers Minority Caucus of San Diego & Imperial Counties to recruit and mentor women minorities.

COVID Response

During COVID, SDETT is providing 50% of the training in-person at its training centers and 50% via E-Learning. The Trust reduced in-person class sizes to no more than 12 people and increased the number of instructors to adjust for the reduced class size. All trainees, trainers and staff must follow a protection plan implemented to reduce exposure and infection.

Apprenticeship Program

The Panel funds Apprentice training that does not displace any other source of government funds, or replace an existing apprenticeship program approved by the Division of Apprenticeship Standards (DAS). ETP funding supplements cost of delivery for the Related and Supplemental Instruction portion of DAS-approved apprenticeship training. Apprenticeship programs vary in length. In this project the program is five years.

For the building trades, it is not customary for workers to be employed for a standard retention period of 90 consecutive days with one employer. In that instance, the Panel may substitute non-consecutive hours worked for retention. This modified retention period must be no less than 500 hours within 272 days with more than one employer. Both the standard and modified retention periods will apply to this proposal.

To ensure ETP does not displace Montoya Funds, Apprenticeship reimbursement is reduced by \$5, reducing the priority industry rate from \$23 to \$18 per class/lab hour. The ETP wage for Apprentices is no less than \$25.01 per hour. However, the actual wages paid are shown in the Training Plan Table for the Panel's information.

PROJECT DETAILS

ETP funding will allow SDETT to expand and upgrade its training to meet the needs of local employers. A significant number of retiring workers and the recent upswing in construction means the demand for Apprentices has been accelerating in San Diego County. Inside Wiremen install and maintain all of the various types of electrical and conduit systems found in commercial and industrial facilities. Participating employers and union representatives have identified the following additional reasons for training: new energy-efficiency regulations and increasing out-of-state competition, costs, quality standards, and complexity of construction projects.

Trainees in this project will be working on new construction and project renovations including: Projects at Southwestern College in San Diego, Point Loma High School in San Diego, Wilson Middle School, Imperial Valley Office of Education, and a Niland Fire Safety Facility in Imperial Valley.

Training Plan

Training will be provided via Class/Lab and E-Learning methodologies. Training will be delivered by SDETT in-house experts. These trainers are former or current members of the trade, and some have received Master Certification status by the National Joint Apprenticeship Training Committee.

Journeyworker Training

Commercial Skills: Green training will focus on energy-efficient technologies and products such as green building materials, solar photovoltaic panels, new motor controls, advanced welding, green-materials testing, audit equipment and Electric Vehicle Infrastructure Training Program (EVITP). EVITP is a 24-hour class, which trains on the regulations, products, and strategies to install and maintain electric vehicle and plug-in hybrid electric-vehicle infrastructure.

Computer Skills: Training will include scheduling, planning and modeling software. AutoCAD and Job Tracking applications will provide trainees with the tools to modify blueprints, look up project requirements, build budgets and timelines, design virtual buildings and adjust computerized-control systems.

Apprenticeship Training

Commercial Skills: Apprentice Inside Wiremen and Sound Technician will learn to install, maintain and repair various types of electronics equipment in commercial, industrial and residential establishments. Trainees will also learn to install, connect, and test electrical-wiring systems for lighting, heating, air conditioning, and sound and communication systems for any building or structure.

Computer Skills: Training will include scheduling, planning and modeling software. AutoCAD and Job Tracking applications will provide trainees with the tools to modify blueprints, look up project requirements, build budgets and timelines, design virtual buildings, and adjust computerized-control systems.

Certified Safety Training – All Trainees

OSHA10/30: This training is a series of courses “bundled” by industry sector and occupation. The coursework is geared to construction work, and also manufacturing. Completion of the training results in a certificate that expands employment opportunities. The coursework must be approved by Cal-OSHA, and the instructors must be certified by Cal-OSHA. Journeyworkers and Apprentices will receive 30 hours of classroom training.

Marketing and Support Costs

SDETT is requesting 8% support costs for Job Numbers 1 & 2 and 20% for Job Number 3 (Veterans) to fund recruiting and qualifying additional participating employers for this program. While many participating employers have already been recruited, additional recruitment and assessment activities must occur to support apprenticeship training. Recruitment includes: direct mailings, informational flyers, personal contacts, telephone calls, public service announcements, emails, and SDETT's website. Class information will be disseminated throughout the year to all Apprentice and Journeyworker electricians within San Diego County as well as to the electrical contractors who employ them to attract attendees. SDETT reports that projected budget costs for personnel alone will exceed the ETP support-cost funding. SDETT will cover additional costs beyond the ETP-funded support costs. Staff recommends the 8% and 20% support costs.

Commitment to Training

ETP funds will not displace the existing financial commitment to training. Signatory employers will continue to contribute to the training trust for every hour worked by apprentices and Journeyworkers. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

SDETT's Training Director will oversee the project and 14 Administrative Staff members will assist with ETP administration including scheduling classes, marketing, recruitment, and employer needs assessments. Strategy Workplace Communications has also been hired to assist with administration services.

Green/Clean Operations

Training will provide electrical workers with skills in emerging technologies including renewable energy and high-efficiency electrical-control systems. California Code of Regulations Title 24 requires substantial increases in building efficiency. Thus, many electricians find work retrofitting local commercial buildings with green technology to reduce the use of energy in older buildings. The equipment rooms in older buildings often contain energized equipment configured and connected to the communications network that serves the building. Electricians must have finely honed skills to update while not completely interrupting service to the building.

Impact/Outcome

The proposed training includes the following certifications: OSHA 30, Rigging and Lifting, Arc Flash Safety Awareness, Welding, Fiber Optic Association (FOA) Copper Structured Cabling Technician, FOA Fiber Optic Cabling Technician, Hilti Fire Stopping, Hilti Powder Actuated Tools, Electric Vehicle Infrastructure Training Program, and California Advanced Lighting Control Training Program Acceptance Technician.

Tuition Reimbursement

Students enrolled in the ETP-funded program will not be charged tuition, fees, or any other costs associated with training. The representation will be made a condition of the Contract.

RECOMMENDATION

Staff recommends approval of this proposal.

ACTIVE PROJECTS

The following table summarizes Contractor's performance under an active ETP Contract:

Contract No.	Approved Amount	Term	No. Trainees (Estimated)	No. Completed Training	No. Retained
ET20-0926	\$749,880	09/03/19 – 09/02/21	298	0	0

Based on ETP Systems, 35,558 reimbursable hours have been tracked for potential earnings of \$626,740 (84% of approved amount). The Contractor projects final earnings of 100% based on training currently committed.

PRIOR PROJECTS

The following table summarizes performance by SDETT under ETP Contracts that were completed within the last five years:

Contract No.	Location (City)	Term	Approved Amount	Payment Earned	
				\$	%
ET18-0907	San Diego & Imperial	08/28/17 – 08/27/19	\$677,650	\$677,650 (100%)	
ET15-0927	San Diego & Imperial	06/30/15 – 06/29/17	\$356,362	\$356,362 (100%)	

DEVELOPMENT SERVICES

California Labor Federation in Oakland and Strategy Workplace Communications in Alameda assisted with development at no fee.

ADMINISTRATIVE SERVICES

Strategy Workplace Communications will also perform administrative services for a fee not to exceed 13% of payment earned.

TRAINING VENDORS

N/A

Exhibit B: Menu Curriculum**Class/Lab & E-Learning Hours**

8-200 Job Number 1

Trainees may receive any of the following:

Journeyworker Training**COMMERCIAL SKILLS**

- AC Theory
- Audio Components and Systems
- Basic Estimating
- Basic Foremanship
- Blueprint Reading
- Building Systems
- California Advanced Lighting Control Program (CALCTP) Technician & Acceptance Testing
- Code Calculations
- Conduit Bending
- Confined Space Entry Hazard Awareness
- Copper Structured Cabling
- DC Theory
- Electrical Certification State Exam Prep
- Electrical Requirements for Healthcare Facilities
- Electrical Review
- Energy Storage & Micro-Grid Training & Certification
- Electric Vehicle Infrastructure Training Program
- Fiber Optic Networks and Installations
- Fire Alarm Systems and Installations
- Fire Life Safety Certification Prep
- Grounding and Bonding of Electrical Systems
- Instrumentation: Level I and II
- Make up Class: National Electric Code
- Meter Use and Safety
- Motor Controls
- NFPA 70E and 70B
- Photovoltaic Installations (Solar)
- Residential Audio/Video
- Rigging
- Silica Safety Training
- Transformer Operation, Installation and Meggering
- Voice-Data-Video Certification Prep
- Welding I and II

COMPUTER SKILLS

- Bluebeam Revu
- Importing Files
- Scaling and Mapping
- Markup and Referencing
- Layering

- Design Reviews
- Drawing Management
- Microsoft Word & Excel
- File Management Skills and Tips
- Document Creation and Layout
- Formatting
- Formulas and Calculations

OSHA 30 (Certified OSHA Instructor)

- OSHA 30

Apprentice Training

COMMERCIAL SKILLS

Sound Technician

- **Second Year - 3rd Period APSC103**
 - Electronics/Structured Cabling for Fiber Optics (FOA Certification)
 - Soldering Skills & Circuit Assembly
 - Test Instrument Use and Practice
 - Blueprint/Schematic Reading
 - Fiber Optic Termination and Safety
 - Fiber Optic Fusion Splicing
 - Optical Test Instrument Use and Practice
- **Second Year- 4th Period APSC104**
 - Blueprints, Code & Grounding/IP Addressing, Basic Networking, IP Phone Systems, Telephony, Word & Excel
 - Blueprint Reading and Analysis
 - Grounding and Bonding
 - NEC Study and Practice
 - Telephony
 - IPv4 Addressing
 - Introduction to Networking
- **Third Year- 5th Period APSC105**
 - Audio Systems, Video Systems, CCTV, CATV, Intrusion Detection, Access Control Systems, Nurse Call Systems
 - Soldering Skills for Audio/Video Connections
 - Security Camera Installation
 - Card Reader and Electrified Lock Installation
 - Nurse Call Operation, Install and Programming
 - Speaker Installation and Tuning
 - Intrusion Detection Sensor installation
- **Third Year- 6th Period APSC106**
 - Fire Life Safety Systems Installation
 - Understanding Fire Life Safety Codes and Practices
 - Understanding the NFPA 70 and 72
 - Initiation Device Installation and Testing
 - Notification Appliance Installation and Testing
 - IDC Monitoring Circuit Connections and Testing
 - Fire Alarm Panel Programming
- **Fourth Year- 7th Period APSC107**
 - State Certification Prep/Advanced Networking
 - Extensive Study of the NFPA 70

- Extensive Study of the NFPA 72
- IPv4 Addressing and Subnet Masking
- IPv6 Addressing and Subnet Masking
- Advanced Networking Connections and Portals
- **Fourth Year- 8th Period APSC108**
 - Systems Integration
 - Advanced Fire Alarm Wiring and Installation
 - Advanced Relay Logic and Problem Solving
 - Access Control/Security Interconnections
 - Lightning Controls and Networked Connections
 - EM-385 Safety Training and Protocols

COMMERCIAL SKILLS

Inside Wireman

- **Second Year- 3rd Period APIW103**
 - AC Electrical Theory/Lab/Code & Practice II
 - DC Combination Circuits
 - Electromagnetic Induction
 - Capacitance and Discharge Safety
 - Motors, Generators & Transformers
 - Conduit Bending Skills, Level 1
 - Safe Wiring Practices, Level 1
- **Second Year- 4th Period APIW104**
 - Codeology
 - Navigating the National Electrical Code
 - Codebook Strategies
 - Blueprints, Level 1
 - Conduit Bending, Level 2
 - Safe Wiring Practices, Level 2
- **Third Year- 5th Period APIW105**
 - Motor Controls/Transformers
 - Transformer Meggering
 - Motor Control Diagrams and Schematics
 - Relays and Start/Stop Wiring
 - Advanced Conduit Bending
 - Advanced Wiring Practices and Safety
- **Third Year- 6th Period APIW106**
 - Low Voltage Systems/Electric Vehicle Infrastructure Training
 - Copper Structured Cabling Systems
 - Fiber Optic Networks
 - Electric Vehicle Infrastructure Training
 - Fire Alarm Systems
 - Networking and IP Addressing
 - Advanced Conduit Bending
- **Fourth Year- 7th Period APIW107**
 - Solar/ESAM-TAC Battery Storage/BIM & CAD
 - Photovoltaic Systems & Installation
 - Energy Storage & Micro-Grid Training
 - Bluebeam Revu
 - Building Information Modeling
- **Fourth Year- 8th Period APIW108**
 - Electrical Certification Prep

- Advanced Navigation of the NEC
- Testing Strategies and Practices
- NFPA 70E & 70B
- State Certification Application Processes
- **Fifth Year- 9th Period APIW109**
 - Project Supervision/Test Equipment
 - Test Equipment Use and Maintenance
 - Advanced Blueprint Reading
 - Industry Perspectives from Industry Professionals
 - Project Management Skills
 - Foremanship Skills
- **Fifth Year- 10th Period APIW110**
 - CALCTP Technician Course (Safety and Lighting Controls)
 - EM-385 Military Safety Training
 - California Advanced Lighting Controls Training
 - CALCTP Certification
 - All about Lighting Controls

All Apprentices

COMMERCIAL SKILLS

- Energy Storage & Micro-Grid Training & Certification
- HVAC Controls
- IPv6 Internet Addressing
- CPR/AED First Aid Training and Certification
- Make up Class: National Electric Code

COMPUTER SKILLS

- Bluebeam Revu

OSHA 30 (Certified OSHA Instructor)

- OSHA 30

Safety Training cannot exceed 10% of total training hours per-trainee.
This cap does not apply to OSHA 10/30.

Note: Reimbursement for retraining is capped at 200 total training hours per trainee, regardless of the method of delivery.



**Amendment Proposal #3 for:
Building Skills Partnership
Contract Number: ET19-0432**

Amendment Effective Date: March 4, 2019

Panel Meeting of: October 23, 2020

ETP Regional Office: North Hollywood

Analyst: L. Vuong

CURRENT PROJECT PROFILE

Contract Type: SET/MB
HUA
Retrainee

Industry Sector(s): Services
Green Technology

Counties Served: Statewide

Repeat Contractor: Yes No

Union(s): Yes No

Priority Industry: Yes No

Current Contract Term: 03/01/19 to 02/28/21

Current Funding	In-Kind Contribution
\$562,494	\$281,380

AMENDMENT FUNDING

Requested Funding	Support Costs	Amendment Funding	In-Kind Contribution
+\$171,236	+\$11,926	+\$183,162	+\$90,750

Total Funding
\$745,656

AMENDMENT TRAINING PLAN TABLE

Job No.	Job Description (By Contract Type)	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage
				Class / Lab	CBT		
1	SET Multiple Barriers Retrainee	Business Skills, Comm'l. Skills, Computer Skills, Cont. Imp., Literacy Skills	378	8-200	0	\$1,279	*\$12.05
				Weighted Avg: 52			
2	SET HUA Priority Rate	Business Skills, Comm'l. Skills, Computer Skills, Cont. Imp., Literacy Skills	178	2-200	0	\$1,473	*\$13.75
				Weighted Avg: 53			

*Wages reflect the ETP minimum wage requirements in effect when the Contract was approved. However, no trainee will be paid less than the State or local minimum wage rate in effect at the end of retention, regardless of the wage expressed in this table. The highest minimum wage rate will prevail.

Minimum Wage by County: Job Number 1(SET/MB): \$12.30 per hour in Alameda, San Francisco and Santa Clara counties; \$13.55 per hour in Los Angeles County; \$12.75 per hour in Orange County; \$12.25 per hour in Sacramento County; and \$12.05 per hour in San Diego county per Collective Bargaining Agreement.

Job Number 2 (SET/HUA): \$13.75 per hour in all counties per Collective Bargaining Agreement.

Health Benefits: Yes No This is employer share of cost for healthcare premiums – medical, dental, vision.

Used to meet the Post-Retention Wage?: Yes No Maybe

Although employer provides health benefits, they are not being used to meet Post-Retention Wage.

Wage Range by Occupation	
Occupation Title	Wage Range
Job Number 1	
Janitor	
Floorcare Worker	
Job Number 2	
Cargo Staff	
Janitorial Staff	
Baggage Staff	
Passenger Service Staff	
Cabin Staff	
Security Staff	

INTRODUCTION

Building Skills Partnership (BSP) (www.buildingskills.org) is a statewide non-profit collaboration between the Service Employees International Union (SEIU) Local 1877, building service employers, and community leaders from California. SEIU-United Service Workers West (SEIU-USWW) represent approximately 40,000 property service workers throughout California, most of whom are immigrants. Occupations include the following: Janitors, Security Officers, Maintenance and Custodial Workers, Airport, Arena, and Stadium Workers. BSP provides services to six regions in California-Alameda, Los Angeles, Orange County, San Diego, Santa Clara, San Francisco and Sacramento.

Approximately 80 Janitorial employers contribute to the BSP's trust fund, and over 50 building owners and facility managers have donated training space for BSP on-site classes. BSP's mission is to: improve the quality of life for low-wage building service workers; and assist unionized building service employers to develop a stronger workforce to remain competitive. Currently under its trust fund obligations, BSP offers services to approximately 12,000 union Janitors and service workers in California.

In March 2016, BSP piloted and implemented an emergency response and preparedness training program at Los Angeles International Airport (LAX). The training focused on developing skills in response to a shooting incident. The incident demonstrated airport service workers are often first-responders in emergencies. As a result, many employers and workers raised concerns such as confusion about evacuation routes, rally points and accounting for co-workers. A comprehensive training program was negotiated to address these concerns through collective bargaining between SEIU-USWW and signatory employers on behalf of some 10,000 airport service workers at LAX. These agreement required employer contributions to fund emergency response and preparedness training for these workers. In addition, a Quality Service Committee consisting of union staff, BSP and three signatory employers was formed to explore and implement ways to enhance and improve services, safety and security during emergencies and catastrophes.

AMENDMENT DETAILS

This Contract was approved at the March 2019 Panel Meeting. BSP initial training plan focused on 378 janitorial workers. In August 2019, BSP submitted an amendment to create a second training program to include 178 airport workers (Job Number 2) due to participating employers' demand. Additionally in March 2020, participating employers were facing critical need for training as a result of COVID-19 pandemic. To support and manage COVID-19, BSP has partnered with SEIU-USWW, Los Angeles World Airport Authority, and UCLA Labor Occupational Safety and Health Program to create an Infectious Diseases class. This minimum hours to train was decreased from 8 to 2 hours. The 2 hour course has been designed to help the Janitorial and Aviation industries cope with the need to create safer work environments for workers and travelers and help reduce the outbreak of COVID-19.

To date, 1,734 trainees have started training, and BSP has entered into the ETP Online Tracking the maximum eligible hours for ETP reimbursement (100%). Consequently, although BSP has reached the maximum potential earnings under the Contract, BSP reports a continued need for funding to provide additional training to the workers who have already received training under the ETP Contract. Therefore, this Phase I Contract Amendment request is for additional funding of \$183,162 for Job Number 2 to provide additional training hours to trainees who are enrolled and started training, and, to accommodate the initial participating employers' demand. It will allow current trainees to receive a full range of approved training topics and keep up with changes due to COVID-19 pandemic.

This Phase I Amendment request for additional funding was processed and presented at the September 2020 Panel Meeting. However, the Panel did not approve Amendment stating concerns with low wages, overall funding level of the Agreement would be above the current Fiscal Year cap, and the existing status opportunity to return to the Panel for funding under a new Agreement. Subsequent to the Panel Meeting, BSP requested an opportunity to return to the October Panel for a reconsideration of its Amendment request.

During the September Panel Meeting BSP reported that during 2020 Contract bargaining negotiations it had hoped to achieve higher wages, however, there was postponement until 2021. During Public Comment BSP also reported that it could better document wages in order to determine how many trainees were currently at the reported wage floor.

BSP has provided the following breakdown of current wages:

Job Number 1 (All Occupations)			
CBA Minimum wages based on seniority and location			
Additional \$5.00-\$7.00 per hour in employer-paid Health Benefits			
1-Jul-19			
	Estimated # Trainees (378)	CBA Starting Range	CBA Top Rate
Bay Area	6	\$13.30	\$14.55
	130	\$14.56	\$16.50
	35	\$16.56	\$19.00
Sacramento	6	\$12.25	\$13.35
	12	\$13.36	\$16.50
	6	\$16.56	\$17.50
Orange County	5	\$13.30	\$13.45
	23	\$13.46	\$15.00
San Diego	9	\$13.05	\$14.00
	14	\$14.01	\$15.00
Los Angeles	12	\$14.55	\$15.30
	100	\$15.30	\$16.50
	20	\$16.50	\$18.00

Job Number 2 Classification LAX (All Occupations)			
Seniority	Estimated # of Trainees (178)	1-Jul-19	1-Jul-20
		CBA Minimum	CBA Minimum
Start	8	\$15.25	\$16.50
2 years	20	\$15.25	\$16.50
3 years	25	\$16.00	\$17.00
5 years	35	\$16.50	\$17.50
7 years	35	\$16.75	\$17.75
10 years	30	\$17.00	\$18.25
15 years	15	\$18.00	\$19.25
17 years	10	\$18.25	\$19.50

Summary of Amendment Changes:

- Increase the Contract amount by \$183,162; from \$562,494 to \$745,656;
- Increase Support Costs by \$11,926; from \$36,358 to \$48,284;
- Increase Range of Hours (Weighted Average) in Job Number 2 by 37; from 16 to 53; and
- Increase Cost Per Trainee in Job Number 2 by \$1,029; from \$444 to \$1,473

RECOMMENDATION

Staff recommends approval of this Amendment.

SUMMARIZE PRIOR MODS/AMENDS

- Modification 1: Redistributed funds/trainees from Job Numbers 1 to create Job Number 2, added Cargo Staff, Janitorial Staff, Baggage Staff, Passenger Service Staff, Cabin Staff, and Security Staff occupations and curriculum in Job Number 2; and
- Modification 2: Decreased the Range of Hours in Job Number 2 from 8-200 to 2-200, and added training topics under Commercial Skills.

CURRENT CONTRACT PERFORMANCE

The following table summarizes performance by BSP under the current ETP Contract:

Contract No.	Approved Amount	Term Date	No. Trainees Enrolled	No. Completed Training	No. Retained
ET19-0432	\$562,494	03/01/19 – 02/28/20	1,802	1,704	TBD

Based on ETP Systems, 30,479 reimbursable hours have been tracked for potential earnings of \$770,529 (137% of approved amount). BSP has received \$138,953 in progress payments from ETP, with zero earnings. The Contractor projects final earnings of 100% based on training currently committed to by employers and in progress through 11/29/20.

Exhibit B: Menu Curriculum**Class/Lab Hours**

8-200 Job Number 1

2-200 Job Number 2

Trainees may receive any of the following:

COMMERCIAL SKILLS

- Proper usage of floor care materials, products and equipment
- Water conservation practices
- Air quality control practices
- Operating and maintenance procedures that result in energy savings
- Following of waste management and recycling program practices
- Using and maintaining new energy efficiency equipment correctly
- Mixing and handling green chemicals correctly
- Using green cleaning devices appropriately
- Using clean room standards in high tech environments
- Identify and reporting property hazards and damages
- Developing and following green cleaning procedures
- Following green cleaning inspection standards
- Understand Safety and Security procedures under Homeland Security program in their building and using safe evacuation procedures
- Developing and applying security and safety standards and procedures established by client
- Training on new green standards mandated by local or state legislation
- Training to meet industry backed maintenance certification requirements as the industry is “upskilled”
- Understanding of Energy Star standards and criteria
- Understanding of LEED certification standards and criteria set by the U.S. Green Building Council
- Green Janitors Education Program Certification (30-hour course)
- Floorcare Technician Certification (8-hour course)
- Infectious Diseases

COMPUTER SKILLS

- Using data using company software programs to conduct work duties (Basic “off-the-shelf” courses such as Word, Excel, PowerPoint, etc. are not allowable)
- Using page messaging and other PDA systems, such as tablets to report and communicate work duties

LITERACY SKILLS

Vocational English as a Second Language:

- Using job specific words, phrases and abbreviations
- Filling out work documents such as tenant/client instruction, work orders, reports and safety information
- Understanding verbal directions and instructions
- Reading workplace documents such as tenant/client instruction, work orders, reports and safety information
- Reading work procedures, directives and surveys

- Helping limited English-speaking employees to understand and follow procedures

Basic Math:

- Using fractions and numbering systems
- Understanding basic algebraic equations
- Interpreting charts and graphs
- Understanding proper measurements for mixing of chemicals and other cleaning supplies

(Literacy Skills cannot exceed 50% of total training hours)

CONTINUOUS IMPROVEMENT

- Giving and receiving feedback and evaluations
- Cultivating better interpersonal relationships while at work
- Exhibiting leadership skills
- Developing better decision-making skills

Process Improvement:

- Understanding contracts, procedures and forms
- Recognizing roles and responsibilities of team members
- Assisting customers as a team
- Understanding and recognizing change
- Identifying and complying with green standards established for offices and common areas
- Developing quality green measurements
- Applying leadership skills during an emergency situation
- Applying team problem solving processes daily and during crisis situations

BUSINESS SKILLS

Customer Service:

- Developing advanced customer relations and service knowledge
- Identifying customer needs
- Explaining green initiatives
- Applying innovative ways of handling complaints and requests
- Communicate effectively with tenants in cases of an emergency

Communication Skills:

- Effective verbal and written communication through accurate and concise work reporting
- Responding to client concerns and requests professionally
- Communicating with customers, co-workers, supervisors, managers, building owners and management representatives effectively
- Training and mentoring new floorcare workers (4-hour course)

Class/Lab Hours

8-200 (Job Number 2)

BUSINESS SKILLS

- Communication Process
- Verbal vs. Non-Verbal Communication
- 3 V's of Communication – Verbal, Vocal and Visual
- Changing the Meaning of a Statement Through Vocals
- Miscommunication – 10 Barriers to Communicating Effective Messages
- Describing Suspicious Behaviors and Reporting Incidents

COMMERCIAL SKILLS

- Introduction and Overview
 - Training Overview and History
 - Defining Emergencies and Incidents
 - LAX Emergency Number and Reporting Emergencies and Incidents
 - Becoming an Active Bystander
 - As an Airport Worker, What Are Your Biggest Questions and Concerns?
- Module 1: LAX Overview and Organizational Structure
 - By the Numbers: Statistics on Air Travel and LAX
 - Agency Organizational Structure: How Business, Local and Federal Agencies Interact to Make the Airport Run?
 - Role and responsibilities of:
 - The City of Los Angeles and LAWA
 - Federal Aviation Administration (FAA)
 - Transportation Security Administration (TSA)
 - Customs and Border Protection (CBP)
 - Challenges that Come with the Unique Structure of Airports and the Target They Present
- Module 2: Federal Emergency Management Frameworks
 - What is Emergency Management?
 - What Frameworks Exist for Emergency Management and How Does LAX Employ Them?
 - The Incident Command System (ICS)
 - National Incident Management System (NIMS)
 - Standardized Emergency Management System (SEMS)
 - Role of Department Operations Center (DOC) and Airport Response Coordination Center (ARCC)
 - Explanation of Incident Commander
 - Review Hierarchy During Incidents
 - Where Do You (Certified Service Providers) Fall in the Airport Structure and What is Their Role During an Incident or Emergency?
- Module 3: Passengers with Disabilities and ADA
 - What is a Disability?
 - History of the Treatment of People with Disabilities
 - Using People First Language
 - Understanding the American with Disabilities Act (ADA)
 - Categorizing Disabilities and Understanding Behaviors
 - Vision
 - Hearing
 - Mobility
 - Cognitive/Developmental
 - Mental Illness
 - Hidden Disabilities
 - Tips for Interacting with Individuals with Disabilities
 - No Disability is the Same or Equal - Individualized Approach
- Module 4: Evacuation and Repopulation Procedures
 - The Difference Between a Controlled and Uncontrolled Evacuation
 - What is Shelter in Place and Repopulation?

- Evacuation Procedure, Agency Roles/Responsibilities and Meeting Areas
- Repopulation Protocol
- Repopulation Order
- Airport and Terminal Layouts
- Emergency Exits
- Staircases
- AED Machine Locations
- How Will Your Company Account for You? – Personnel Accounting Procedures
- Who Do You Contact and How Will You Know There's an Emergency?
- Continuity of Operations
- Create Your Route – Identify the Best Routes to Use in the Event of an Evacuation

- Module 5: Hazard Safety – Earthquake; Fire; Power Failure; Airplane Accident
 - General Tips of Hazard Safety
 - Earthquake Safety
 - What is an Earthquake and Their Magnitude?
 - Drop, Cover, Hold
 - Fire Safety
 - Fire Triangle
 - Stop, Drop, Roll
 - Evacuation Tips for Dense Smoke and Closed Doors
 - What to Do If There is a Power Failure and/or Airplane Accident?

- Module 6: Active Shooter Situations
 - Active Shooters vs. Terrorist Disruptions
 - The Planning Stages of a Disruption – It Doesn't Happen Overnight
 - What Do You Do If There is an Active Shooter?
 - Run, Hide, Fight
 - React, Escape, Survive
 - Understanding the OODA Loop
 - The role of Law Enforcement and First Responders
 - How Do You Turn Fear Into Action? How Can You Work Together?

- Module 7: Observation Skills and Suspicious Behavior
 - What Does Observation and Behavior Mean?
 - Defining Filters (Biases and Stereotypes)
 - Focusing on Behaviors of People Not What They Look Like
 - The Triangle of Crime: Ability, Desire and Opportunity
 - Detecting Suspicious Behaviors in Order to Deter, Delay or Deny Opportunities to Commit Act.
 - Handling Suspicious Situations:
 - Hazardous Materials
 - Suspicious Articles
 - Bomb Threats

- Module 8: Creating your emergency action plan
 - 5 Step Action Kit:
 - Define your Area
 - Recruit Leaders and Participants
 - Scout the Area

- Build your Team
- Plan your Approach

- Module 9: Health and Safety
 - Blood Borne Pathogens
 - Heat and Cold stress illness
 - Recognizing Signs and Symptoms for:
 - Heart Attacks
 - Stroke
 - Seizures
 - Diabetic Emergencies
 - Fainting
 - Asthma
 - Allergic Reaction/Anaphylaxis

Safety Training cannot exceed 10% of total training hours per-trainee

Note: Reimbursement for retraining is capped at 200 total training hours per trainee, regardless of the method of delivery.



COVID Rapid Reemployment and Retraining Pilot

RETRAINEE - JOB CREATION

Training Proposal for:

Adelaida Cellars, Inc.

Delegation ≤ \$75,000 Single Employer

Contract Number: ET21-0182

Approval Date: October 9, 2020

Panel Meeting of: October 23, 2020

ETP Regional Office: North Hollywood

Analyst: E. Wadzinski

PROJECT PROFILE

Contract Attributes:	COVID Job Creation Initiative SB <100 Retrainee SET	Industry Sector(s):	Manufacturing (E) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	San Luis Obispo	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Number of Employees in:	CA: 26	U.S.: 26	Worldwide: 26
<u>Turnover Rate:</u>	5%		
<u>Managers/Supervisors:</u> (% of total trainees)	N/A		

In-Kind Contribution
\$23,600

Total ETP Funding
\$30,000

Small Business Only:	Owner <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Contract Term <input type="checkbox"/> One Year <input checked="" type="checkbox"/> Two Year
Out-of-State Competition:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Occupations to be Trained:	Maintenance Mechanics, Operators, Production, Customer Service/Sales, Coordinator

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage
				Class / Lab	CBT		
1	Retrainee Job Creation Priority SB<100 COVID SET	Other Skills Continuous Impr. Comm Skills	15	4 - 4	0	\$2,000	\$17.50
				Weighted Avg: 4			

Minimum Wage by County: Job Number 1 (COVID/Statewide): \$17.50 per hour
Health Benefits: Used to meet the Post-Retention Wage?: Yes No
 Up to \$2.50 per hour may be used to meet the Post-Retention Wage.

OVERVIEW

Year Company Founded:	1981	Company Headquarters: <input checked="" type="checkbox"/> <i>Single location</i> Paso Robles, CA
Nature of Business:	<ul style="list-style-type: none"> Adelaida Cellars, Inc. (Adelaida) produces mountain grown and sustainably farmed wines. The Company has a winery open to the public for wine tasting and other events. 	
Customer Base:	<ul style="list-style-type: none"> Retail Private Sales Restaurants Events 	
Business / Industry Needs / Changes	<ul style="list-style-type: none"> The COVID-19 pandemic has changed and created many challenges on how Adelaida conducts business. Even with an elevated demand for products, it was critical for the Company to consider the health and welfare of employees, customers and vendors. The Company made the decision to close 	

	<p>the winery at the height of the pandemic, as well as reduce the farming and manufacturing part of the business.</p> <ul style="list-style-type: none"> • During this time, Adelaida has experienced an increase in consumer demand for products and a decrease in employee attendance due to stay-at-home orders and social distancing, which led to employees being furloughed.
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Training Plan:

<p>Need for Training:</p>	<ul style="list-style-type: none"> • In an effort to reopen the Winery and get back to full production, Adelaida needs to provide ongoing training in Good Manufacturing Processes (GMPs) and safety/sanitation precautions; including sanitized handling of products, both incoming raw materials and finished goods distribution as an added measure for prevention of the spread of COVID-19. • Cross training will be provided to trainees so they can continue to work in different areas of the business. This will help the Company continue doing business and keep employees working in the event of the recurrence of stay-at-home orders, or stricter social distancing guidelines that may limit Adelaida’s ability to do business in certain areas. • Additional training includes an extra focus on clean production and sustainability and precautions related to the COVID-19 virus.
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Training courses listed in the Menu Curriculum will be provided via the following training method(s) under the following Types of Training:

- Class/lab
 E-Learning
 CBT
 Productive Lab
 MS Preceptor
 MS Didactic

Other Titles (COVID-19 Bundle)	Continuous Improvement	Commercial Skills
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<p>Job Creation Justification</p>	<p><input checked="" type="checkbox"/> 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</p>
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Modification to 35 Hour Workweek (COVID-19 Pilot)

<p>Workweek Hours @ Retention</p>	<p>Under the Covid-19 Pilot, the Panel may modify the retention period for these trainees to a minimum of 20 hours per week of employment for 90 days.</p>
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Occupations	COVID Pilot - All
Justification	COVID Pilot

Training Infrastructure & Administrative Plan

<ul style="list-style-type: none"> • Project Oversight: Adelaida's General Manager will coordinate and schedule training. An additional Adelaida employee will assist with collecting training documentation and coordinate with a third party administrator to insure ETP performance requirements are met. The Company will utilize in-house subject matter experts as trainers to provide training related to their expertise.
<ul style="list-style-type: none"> • Trainers: <input checked="" type="checkbox"/> In-house – Types of Training: COVID Training Bundle, Continuous Improvement and Commercial Skills <input type="checkbox"/> Vendor – Types of Training by vendor:
<ul style="list-style-type: none"> • Administration: Adelaida's General Manager will be responsible for overseeing administration for this project. The Company has also retained a third party administrator to assist with administration and ensure that all training records meet ETP compliance. <input checked="" type="checkbox"/> In-house <input checked="" type="checkbox"/> Subcontractor

Repeat Contract

<ul style="list-style-type: none"> • Number Of Contracts in last 5 years: 	2
<ul style="list-style-type: none"> • Training provided / focus in last Contract: 	<ul style="list-style-type: none"> • ET20-0206 - The training plan in the current Contract focuses on industry changes emphasizing a trend in customer demand for wine tasting education, and organic/sustainable wines and farming. Adelaida is also training employees on a new ERP software and the integration of a new online ordering system. Although the Contractor is behind on entering training data into the ETP on-line system, training in the current ET20-0206 Contract is occurring on an ongoing basis. Adelaida anticipates 100% completion of training in the current Contract if it only focused on changes in industry standards. • 18CS-0135 - Training in Adelaida's first ETP project focused on creating a structured training

	program, training on new equipment and the operation of newly constructed tasting room.
<ul style="list-style-type: none"> • Difference in Training Plan: 	Training will focus on COVID-related safety protocols, return to work safety and food safety guidelines to keep employees, customers and vendors safe while reopening its business.

ACTIVE PROJECTS

The following table summarizes performance under an active ETP Contract:

Contract No.	Approved Amount	Term	No. Trainees Enrolled	No. Completed Training	No. Retained
ET20-0206	\$59,570	11/26/19 – 11/25/21	24	0	0

ETP's Tracking System currently illustrates 205 training hours have been tracked for potential earnings of \$4,715 (8% of the \$59,570 Contract amount). Training is occurring and the Contractor is currently in the process of reviewing training documentation to update the ETP Tracking System.

PRIOR PROJECTS

The following table summarizes performance under an ETP Contract completed within the last five years:

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
18CS-0135/17-0610	Paso Robles	11/06/17 – 11/05/18	\$30,420	\$30,420 (100%)

RECOMMENDATION

Staff recommends approval of this proposal and modifications.

SUBCONTRACTORS

Subcontractor Type	Subcontractor Name	City	Cost / %
Development	TGII	Suwanee, GA	No Cost
Administrative	TGII	Suwanee, GA	13% of funds earned
Training Vendors	N/A	N/A	N/A

Exhibit B: Menu Curriculum**Class/Lab/E-Learning/Videoconferencing Hours**

4-4 Trainees may receive any of the following:

OTHER SKILLS (COVID Training Bundle)

- Continuity plans
- Monitoring ingredient and packaging inventory levels to ensure adequate supply
- Performing detailed daily cleaning and disinfecting
- New Vendor/Supplier Restrictions.
- Visitor Restrictions
- Home Based Work and Setup
- GMP's personal hygiene
- Social Distancing
- Face Masks, Hand Washing, Temperature checks
- Recognizing signs and symptoms of COVID19
- COVID-19 procedures
- COVID-19 Safety

CONTINUOUS IMPROVEMENT

- Continuous Improvement Techniques
- Quality Concepts
- Best Practices
- Performance Management

COMMERCIAL SKILLS

- Food/Beverage Safety
- Cross Training
- Production Skills

Note: Reimbursement for retraining is capped at 4 total-training hours per trainee, regardless of the method of delivery.



**Training Proposal for:
Green Pine Home Healthcare Services, Inc.**

Delegation ≤ \$75,000 Single Employer

Contract Number: ET21-0196

Approval Date: October 9, 2020

Panel Meeting of: October 23, 2020

ETP Regional Office: North Hollywood

Analyst: D. Tran

PROJECT PROFILE

Contract Attributes:	HUA Medical Skills Training Retrainee SB <100 SET	Industry Sector(s):	Services (G) Healthcare (62) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Los Angeles	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Number of Employees in:	CA: 29	U.S.: 29	Worldwide: 29
Turnover Rate:	6%		
Managers/Supervisors: (% of total trainees)	N/A		

In-Kind Contribution:
\$22,714

Total ETP Funding
\$10,005

Small Business Only:	Owner <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Contract Term <input type="checkbox"/> One Year <input checked="" type="checkbox"/> Two Year
HUA Only:	Number of trainees in HUA location: 29
Occupations to be Trained:	Registered Nurse, License Vocational Nurse, Coordinator, Administrative Staff, Owner

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage
				Class / Lab	CBT		
1	Retrainee Priority Medical Skills SET SB<100	Continuous Impr. Computer Skills MS Didactic MS Preceptor	24	8-200	0	\$345	\$25.01
				Weighted Avg: 15			
2	Retrainee Priority Medical Skills SET SB<100 HUA	Continuous Impr. Computer Skills MS Didactic MS Preceptor	5	8-200	0	\$345	*\$14.29
				Weighted Avg: 15			

*It will be made a condition of contract that trainees will never be paid less than the State or local minimum wage rate as in effect at the end of retention regardless of the wage expressed in this table. The highest minimum wage rate will prevail. *ETP Required Wage floats down to a High Unemployment Area wage modification if trainees in Job number are located in an HUA, regardless if they are requesting a wage modification.

Minimum Wage by County: Los Angeles County: <u>Job Number 1</u> : \$25.01/Hour (SET), <u>Job Number 2</u> : \$14.29/Hour (HUA)
Health Benefits: Used to meet the Post-Retention Wage?: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Up to \$2.50 per hour may be used to meet the Post-Retention Wage for Job 2 in Los Angeles County.

OVERVIEW

Year Company Founded:	2010	Company Headquarters: <input checked="" type="checkbox"/> Single location
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Nature of Business:	<ul style="list-style-type: none"> Green Pine Home Healthcare Services, Inc. (Green Pine) is an essential healthcare provider for in-home care for patients with physical, mental, and emotional conditions.
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	<ul style="list-style-type: none"> • Fees for services model is designed to improve patient’s wellbeing. Services may include skilled nursing, physical therapy, and speech therapy. • The company provides services to clients in the comfort of the patient’s home in accordance to physician’s orders.
Customer Base:	<ul style="list-style-type: none"> • Green Pine provides services to an array of patients with varying needs, but primarily services the elderly. • Patients are located throughout Los Angeles County & San Bernardino County.

Business / Industry Needs / Changes	<ul style="list-style-type: none"> • In January 2020, the Patient-Driven Groupings Model (PDGM) significantly changed the home healthcare reimbursement and care model. • The home healthcare services industry experienced a dramatic consolidation among providers. • Due to changes caused by PDGM, Green Pine had to reexamine their entire vision of operations, from care management to billing and coding. • Green Pine is shifting from fee based services to value based care services. • Ongoing COVID 19 pandemic impacts patient interaction procedures and constant regulation changes requires Green Pine to constantly adjust standard operating procedures.
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Training Plan:

Need for Training:	<ul style="list-style-type: none"> • Green Pine plans to train entire staff on this new approach to patient care to maximize quality and level of care for its patients. • Train staff on new technology and methods to connect and communicate with patients through telehealth methods. • Training will provide new staff members, such as newly hired Licensed Vocational Nurses and Registered Nurses, with advanced critical thinking skills. • Extensive training around new COVID 19 guidelines is required for all staff to ensure both staff and patients are safe.
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Training courses listed in the Menu Curriculum will be provided via the following training method(s) under the following Types of Training:

- Class/lab
 E-Learning
 CBT
 Productive Lab
 MS Preceptor
 MS Didactic

Continuous Improvement	Computer Skills	Medical Skills Didactic
Medical Skills Preceptor		

**Medical Skills Training: \$23/ hour (Preceptor & Didactic) MST Preceptor maximum 1:10 Trainer to Trainee Ratio.	20 Nurses
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Training Hours

HUA Wage Modification:	All trainees in Job Numbers 1 and 2 work in a High Unemployment Area (HUA), with unemployment exceeding the state average by 25%. The Company's location in San Gabriel qualifies for HUA status under these standards. Green Pine Home Healthcare Services, Inc. is asking for a wage modification to the HUA Minimum Wage of \$14.29 for trainees in Job Number 2.
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Training Infrastructure & Administrative Plan

<ul style="list-style-type: none"> • Project Oversight: The Development Manager along with designated staff will oversee the project.
<ul style="list-style-type: none"> • Trainers: <ul style="list-style-type: none"> <input checked="" type="checkbox"/> In-house – Types of Training: Continuous Improvement, Computer Skills, MS Didactic, MS Preceptor. <input checked="" type="checkbox"/> Vendor – Types of Training by vendor: TBD
<ul style="list-style-type: none"> • Administration: Green Pine has retained the services of Training Funding Source to assist in the administration of this project for a fee not to exceed 13% of funds earned. <ul style="list-style-type: none"> <input checked="" type="checkbox"/> In-house <input checked="" type="checkbox"/> Subcontractor

Repeat Contract

<ul style="list-style-type: none"> • Number Of Contracts in last 5 years: 	2
<ul style="list-style-type: none"> • Training provided / focus in last Contract: 	<ul style="list-style-type: none"> • New Hospital Readmissions Reduction Program • New Infection Control Guidelines • New Equipment and Electronic Medical Record Conversion
<ul style="list-style-type: none"> • Difference in Training Plan: 	This project will be focused on effectively transitioning to a new, patient driven care model. This training project will support Green Pine objective of maintaining a high performance workplace, promote advanced employee job skills and improve patient care experience.

PRIOR PROJECTS

The following table summarizes performance under an ETP Contract completed within the last five years:

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
ET17-0479	San Gabriel	04/28/17 – 04/27/18	\$24,024	\$9,321 (38%)*
ET15-0371	San Gabriel	12/31/14 - 12/30/16	\$49,920	\$24,403 (49%)**

*ET17-0479: The previous contract did not reach 100% due to scheduling conflicts and sudden changes in staffing and other priorities arose that affected training. Green Pine has re-evaluated their training plan and has committed to a proper training schedule for this project. Green is implementing several changes to their training plan. Some of the changes include additional trainings for nurses and case managers to meet HHA Standards. Green Pine has also signed on additional training vendors to provide training on new equipment handling and products that are new to the industry. They have implemented new 1 on 1 preceptor training to cover more in-depth field training on medical skills for new hires. They have also begun hiring more new hires and have signed an agreement with Humana, Healthcare Partner IPA, and Keck USC to support this effort.

**ET15-0371: This contract experienced poor performance due to initial misunderstanding of the contract job requirements. Green Pine indicated that they overestimated the contract amount and need for training. In addition, Green Pine had some internal staff changes for individuals who were responsible for project oversight and that led to improper documentation on training for individuals. Green Pine didn't understand which employees belonged to the proper job number and didn't document some of the trainings delivered.

RECOMMENDATION

Staff recommends approval of this proposal.

SUBCONTRACTORS

Subcontractor Type	Subcontractor Name	City	Cost / %
Development	Training Funding Source	Seal Beach	\$500
Administrative	Training Funding Source	Seal Beach	Not to exceed 13% of funds earned.
Training Vendors	TBD	TBD	TBD

Exhibit B: Menu Curriculum**Class/Lab Hours**

8-200 Trainees may receive any of the following:

CONTINUOUS IMPROVEMENT

- Adult Abuse
- Communications Skills
- Care management
- Customer Service
- Documentation
- Interdisciplinary Team Process
- Joint Commission Regulations
- Patient Care Coordination
- Problem Solving
- Quality Improvement
- Readmissions
- Team Building

COMPUTER SKILLS

- Clinical Services Management Systems
- Electronic Medical Record Applications (EMR)
- Hands Off Reporting
- Kinnser Agency Manager
- MS Office Suite (Word, Excel, PowerPoint)
- OASIS Reporting (Medicare)
- Patient Billing & Accounts Receivable (PBAR)

MEDICAL SKILLS – DIDACTIC

- Advanced Cardiac life Support (ACLS)
- Annual Skills Update
- Arterial Blood Gas (ABG) Interpretation
- Assessing Cardiac Changes
- Behavior Management
- Body Mechanics
- Cardiac Conditions
- Care of the Pleurx Patient
- Central Venous Access Devices
- Dementia Care
- Diabetic Management
- Disaster and Emergency Preparedness
- Electrolyte Imbalance
- Enteral Feeding Tube Management
- Equipment Skills
- Functional Mobility and Ambulation
- Gastrointestinal Assessment and management
- Incontinence management (Colostomy Care, Urinary Catheter)
- Infectious Control
- Intravenous Therapy (IV)

- Medication Administration and Management
- Neurological Conditions
- Orthopedic Conditions
- Pain Management (Acute & Chronic)
- Patient Assessment and Care
- Patient Fall Prevention
- Patient Transfer Techniques
- Point-of-Care laboratory testing
- Respiratory Care
- Tracheotomy Care
- Urinary Management (Foley Catheter, input/output)
- Wound Management
- Wound Vac Therapy

MEDICAL SKILLS – CLINICAL PRECEPTOR (1:10 Trainer-to-Trainee Ratio)

- CHF Management
- Drug Therapy
- Dementia Care
- Diabetic management
- Enteral Feeding Tube Management
- Equipment Skills
- Infection Control
- Intravenous Therapy (IV)
- Medication Administration and management
- Nurse Procedures
- Patient Assessment and Care

Note: Reimbursement for retraining is capped at 200 total training hours per trainee, regardless of the method of delivery.