

PANEL PACKET

June 2021



Employment Training Panel



Employment Training Panel

PANEL NOTICE/AGENDA

Friday, June 25, 2021

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://us02web.zoom.us/j/85114606994>

Webinar ID: 851 1460 6994

One tap mobile: (888) 363-4735 US Toll-free

Conference code: 212627

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

- Roll Call

Hand-Raise Pause for Public Comment-Amanda

- Action to Approve June Panel Meeting Agenda
- Action to Approve May Panel Meeting Minutes

Executive Report

Virtual: Audio-Reg/Peter/Tara/Michael/Voice-Panel Only

- Legislative/Budget/Other
- Budget Update and Action on Allocations

Reg Javier
Peter Cooper
Tara Armstrong
Michael Cable

Panel Date: June 25, 2021

- Request Motion to Adopt Consent Calendar Projects/Action

Policy Committee Report

Virtual: Audio-Gretchen/Voice-Panel Only

Gretchen Newsom

Presentation on the Strategic Plan for FY 21/22

Virtual: Audio-Mario/Voice-Panel Only

Mario Maslac

Review and Action on Proposals

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

Virtual: Hand-Raise Pause for Public Comment-Amanda

Todd Philips
Robert Meyer
Chris Hoover
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, June 21 2021, 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

AHMC Garfield Medical Center LP dba Garfield Medical Center --	\$248,032
Avid Bioservices, Inc. (COVID Pilot)-----	\$150,000
Bumble Bee Foods, LLC (COVID Pilot)-----	\$188,000
CHLB, LLC dba College Medical Center (COVID Pilot) -----	\$194,000
Earth Island (COVID Pilot) -----	\$160,000
Encompass Health Corporation-----	\$409,584
Everest Packaging Corp -----	\$93,863
First Rescue Ambulance Inc. -----	\$92,000
Hospitality Industry Training and Education Fund-----	\$163,600
Kern County Builders' Exchange Incorporated-----	\$108,240
Providence West Valley Healthcare (COVID Pilot) -----	\$200,000
Saisoft Enterprises, Inc. dba Professional Career Development Center-----	\$457,333
Seersoft, Inc. (COVID Pilot)-----	\$80,000
University Lab Partners -----	\$143,172
Workforce Development Corporation of Southeast Los Angeles County, Inc. -----	\$512,418

Economic Development Unit

Digital Path, Inc. (Critical Proposal/RESPOND) -----	\$380,650
Infinity Energy, Inc. (Critical Proposal) -----	\$437,000
MP Mine Operations LLC (Critical Proposal) -----	\$543,950
Whitter College-----	\$172,200

San Diego Regional Office

AHMC Anaheim Regional Medical Center LP-----	\$499,629
American Education System Corp dba American College of Healthcare -----	\$447,720

San Diego Regional Office (continued)

OWB Packers, LLC (COVID Pilot) -----	\$200,000
Pro Tech LLS, Inc. -----	\$149,408
RehabFocus Home Health, Inc. (COVID Pilot) -----	\$160,000
S.C.C.H., Inc. dba Courtyard Care Center (COVID Pilot) -----	\$200,000

San Francisco Regional Office

Center for Equity and Success, Inc. dba Success Centers -----	\$223,079
Cepheid (Critical Proposal) -----	\$399,280
La Tortilla Factory Inc. (COVID Pilot) -----	\$100,000
Opportunity Junction, Inc. -----	\$189,050
The Corporation for Manufacturing Excellence (Manex) -----	\$399,996
Watermark Services IV, LLC (COVID Pilot) -----	\$200,000

Sacramento Regional Office

7173 North Sharon Avenue Operating Company, LLC dba San Joaquin Valley Rehab Hospital (COVID Pilot) -----	\$166,000
A&E Arborist Tree Care, Inc. (Critical Proposal/RESPOND)) -----	\$223,560
Arrow Drillers, Inc. (RESPOND) -----	\$235,520
Blue Rock Business Management, LLC (COVID Pilot) -----	\$200,000
Bradford College of Nursing -----	\$181,485
Central California Builders Exchange -----	\$113,160
Central Valley Hispanic Chamber of Commerce -----	\$143,398
Compassionate Care Home Health Agency, LLC (COVID Pilot) ---	\$108,000
Gilbert H. Snow, D.D.S., Inc. -----	\$143,543
Invitae Corporation (COVID Pilot) -----	\$200,000
Los Gatos Tomato Products, LLC (COVID Pilot) -----	\$148,000
Sierra Nevada Brewing Co. (COVID Pilot) -----	\$100,000
Swan Consulting, Inc. -----	\$147,200

Central Office – Program Projects Unit

Associated Builders and Contractors Northern California Chapter Training Trust Fund -----	\$249,537
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PROPOSALS APPROVED
BY DELEGATION ORDER FOR 05/04/21 – 06/15/21

≤ \$75,000	Approved Date	Approved Amount
<u>North Hollywood Regional Office</u>		
Hansen Engineering Company (COVID Pilot)	06/03/21	\$20,000
New Tech Aircraft Services	06/03/21	\$47,058
Yamamoto of Orient, Inc. (COVID Pilot)	06/08/21	\$20,000
<u>San Diego Regional Office</u>		
Atomicpc Corp.	06/02/21	\$15,525
Cucamonga Valley Medical Group, Inc. (COVID Pilot)	06/09/21	\$70,000
Lester Lithograph, Inc. dba The Castle Press	06/08/21	\$33,120
Stepping Forward Counseling Center, LLC dba SFCC (COVID Pilot)	06/14/21	\$24,000
<u>San Francisco Regional Office</u>		
La Terra Fina USA, LLC (COVID Pilot)	06/15/21	\$64,000
Oven Fresh Bakery, Incorporated (COVID Pilot)	06/01/21	\$16,000
Precision Swiss Products, Inc. (COVID Pilot)	05/25/21	\$40,000
<u>Sacramento Regional Office</u>		
La Tapatia Tortilleria, Inc. (COVID Pilot)	06/08/21	\$30,000
Mikla Dunning Physical Therapy Systems P.C. dba Kime Performance Physical Therapy (COVID Pilot)	06/08/21	\$46,000
PB Loader Corporation (COVID Pilot)	06/10/21	\$38,000
RPAC, a Limited Liability Company (COVID Pilot)	06/08/21	\$42,000

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Program Projects Unit

Citylab Professional Apprenticeship Program	06/15/21	\$50,800
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Employment Training Panel

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Oven Fresh Bakery, Incorporated
PB Loader Corporation
Precision Swiss Products, Inc.
RPAC, A Limited Liability Company
Stepping Forward Counseling Center, LLC dba SFCC
Yamamoto of Orient, Inc.



M e m o r a n d u m

To: Panel Members

Date June 25, 2021

From: Reg Javier
Director

Subject: **Future Meeting Sites**

<i>June 25, 2021</i>	Virtual Meeting
<i>July 30, 2021</i>	Virtual Meeting
<i>August 27, 2021</i>	Virtual Meeting
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**STATE OF CALIFORNIA
EMPLOYMENT TRAINING PANEL**

Zoom Virtual Meeting
May 14, 2021

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

Madison Hull
Member

Executive Staff

Reg Javier
Executive Director

Peter Cooper
Assistant Director

Michael Cable
Legal Counsel

**STATE OF CALIFORNIA
EMPLOYMENT TRAINING PANEL**
Zoom Virtual Meeting
May 14, 2021

I. PUBLIC PANEL MEETING CALL TO ORDER

Acting Chairperson Janice Roberts called the meeting to order at 9:30a.m.

II. ROLL CALL

Present

Janice Roberts
Gloria Bell
Chris Dombrowski
Gretchen Newsom
Madison Hull
Rick Smiles

Absent

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

Motion carried, 6 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. Smiles seconded the approval of the Meeting Minutes from the last panel meeting. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative for approval of the Meeting Minutes from the last panel meeting.

Motion carried, 6 to 0

V. REPORT OF THE EXECUTIVE DIRECTOR

Mr. Javier welcomed the Panel Members, Applicants, and Stakeholders and recognized the following persons in attendance: Robert Meyer, Economic Development Unit; Mario Maslac, Research and Analytics Division Manager, Ryan Swier, North Hollywood Regional Office Manager; and Chris Hoover, Foster City Manager, San Francisco Bay Area Regional Office, Manager.

Mr. Javier had stated the first thing he needed to do is notify the panel that we are going to pull two items from the agenda this morning, Tabs 22 and Tab 23, Digital Path and the Infinity Energy, we will be bringing those back to future panel meeting, and just have a few details to work through on those two items. You'll see those two items come back during the June panel meeting. With that, for today the contract proposals remaining in this panel packet will be right at about \$4.7M. That includes delegation orders that hover right just above \$106,000. In June, we anticipate that you will see contract proposals just shy of \$14M, which will essentially exhaust the remaining balance of our funds for this year. And having said that, we still have over 700 pre applications in the queue that we just don't have funding for. Over the course of this year, what we've been doing, is we've been prioritizing all the pre apps based on the panel's priorities, which really what it did was it set COVID pilot and COVID respond as a top two priorities for this year. As we've been reporting over the past several meetings, the demand for those two programs alone far exceeded the available remaining funding that we had for this year. So with that said, we have been inactivating pre applications this year, that we're just not going to be funded for reasons like, they just are not eligible or they were not a priority industry, or they weren't high enough on the priority list, to be reachable for funding this year. Which essentially meant that they were neither COVID pilot nor COVID respond.

Mr. Javier also reported given that we're going to have our entire fund exhausted with all of the projects that are slated to hit the June panel, we're going to inactivate all the remaining pre applications and we'll send notification to all of those applicants that we just don't have any more funding. What we will also be doing is opening up a new application window that will feed proposals going to the July panel. We've had this workgroup internally working on streamlining the application process, making improvements to the application process, and all of those things which we will be instituting in the coming year as well. Mario Maslac will be talking about both those two items and give you the Cal-E-Force update during his report.

VI. REPORT OF THE ASSISTANT DIRECTOR

Mr. Cooper reported today's panel meeting is approximately \$5.4M plus \$97,040 in delegation orders for a total \$ 5.5M. After today's panel meeting we will have \$13.1M left in contracting capacity.

Regarding the COVID Pilot:

We are pushing all COVID Pilot pre-apps out to the Regional office for development. The remaining funds will be exhausted under the RESPONSE/RESPOND criteria. There are 20 COVID Pilot contracts going to the May panel for \$3,620,000. After today's Panel, we will have funded a total of \$15,166,000 and supported 7,922 workers in new hire training in 89 contracts. There are currently 55 pre-apps in the regional office, which will exhaust the remaining balance.

Regarding Alternative Funding:

Paid Family Medical Leave (PFMLP) grant has \$1.0M. Two contracts have been awarded for PFL.

The Central Valley Hispanic Chamber of Commerce has been fully executed for \$500,000. The Orange County Hispanic Chamber of Commerce is in the final stages of execution for \$500,000. The Social Entrepreneurial for Economic Development (SEED) initiative has \$10.0M. As discussed at the last panel meeting, 9 awardees have been selected.

Mr. Cooper then reported regarding core funds for this Fiscal Year if all proposals are funded today, the panel will have approved just over \$64.7M in 273 projects to date. ETP will have approximately \$13.1M for the remainder of the 20/21 Fiscal year with a demand of \$81.6M.

Regarding Delegation Order:

These proposals will all be capped at \$75K to be approved under the Delegation Order on a continuous flow basis, which as of today we have approved a total of 26 delegations.

Regarding 20/21 program funding:

Currently, we have approximately 777 Pre-apps submitted, with a value just over \$81.6M.

Regarding Demand and Allocations:

Single Employer Contracts: requests in Regional Offices & AAU \$56.6M.

MEC: requests \$7.9M demand

Small Business: \$15.8M demand

Critical Proposals: \$1.1M demand

Apprenticeships: \$243K in demand

Overall demand is currently \$81.6M, with \$13.1M left for fiscal year 20/21

Number of projects for 20/21 in AAU and applications received by the RO's

Total number of projects in the RO: 42

Total number of projects in AAU: 735

Currently a total of 777 down from 800 in March.

Regarding Funding and Allocations for next Fiscal Year:

This next fiscal year we are going to see significantly reduced funding. We expect to have \$45M in contracting capacity available for the year from our core funding. This is a 44% reduction from last year's funding. The reason for the reduction is two-fold: The Employment Training Fund has continued to decrease due to the increase in our state unemployment rate. Our unemployment rate was 3.5% in May of 2019, before the pandemic. It increased to 15.9% in May 2020 and now is at 8.2% as of April, 2021. The most recent economic forecasts do not see the California economy and the labor market situation fully recovering to pre-COVID levels for several years. The second reason is that the COVID Pilot invoices will need to be paid for sooner rather than later.

ETP has entered into contracts of about \$20M to support the program. It was structured to allow employers to quickly access funding to support getting workers back to work. This program provides \$2,000 per trainee after the completion of 4 hours of training and retention. The progress payment benchmark was restructured to expedite payment: P1 was set at 50% of the average cost of the contract. This is in contrast to our typical ETP contract where employers draw down funds incrementally over the life of the contract. Under the COVID Pilot employers were able to almost immediately draw down 50% of the funds upon enrollment. So as the employers hire/rehire employees, the \$20M obligation is likely to speed up the reimbursement of training costs in the coming months which will include next fiscal year.

Mr. Cooper then shared about recommended allocations for next year. As you can see in this chart, staff recommends that the Panel reduce allocations equally across the board. All allocation types would be reduced by 43.75% under this proposal from the current allocations. The total allocation would be \$45M. The proposed allocations are:

Single Employer contracts - \$16,875,000

Small Business contracts - \$2,812,500

MEC contracts - \$11,250,000

Apprenticeship - \$11,250,000

Critical Proposal - \$2,812,500

The Panel will be able to re-visit these allocations during the fiscal year as needed to make adjustments if needed.

Mr. Cooper requested a motion to approve the ETP proposed allocations.

Acting Chairperson Roberts inquired from Mr. Cooper to verify these are the proposed ETP allocations and they're not all in stone at this point, they still have a few more months to hear what the governor has to say. Acting Chairperson Roberts wanted to make sure that this is just to make a motion to approve the proposed ETP allocations.

Mr. Cooper replied, yes, that's correct

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

Motion carried, 6 to 0.

Acting Chairperson Roberts stated Mr. Cooper mentioned that the panel had approved almost \$15M to date for the COVID pilot program and didn't we have money set aside that was more than that and are we going to fund it all by this fiscal year or will some of the COVID pilot programs actually be financed into the 20/21 budget?

Mr. Cooper replied no, they won't be financed into the 2021/2022 we had \$20M set aside, it looks like we're going to be just shy of that. We do have the other COVID pilots that will be coming out next panel. We'll fully use all of the funding that we have available for this year but we won't be funding any of the COVID pilot on next year.

Acting Chairperson Roberts then inquired as far as the priority around the companies that we contract with, will the COVID NAICS codes be now modified to include all of the NAICS codes that we've had in the past. Mr. Cooper replied what we will be doing is just not doing the COVID pilot and not having the COVID response anymore. We're moving beyond that, and going back to our system of really focusing on the priority industry employers.

Acting Chairperson Roberts asked whether the panel members reviewed the Consent Calendar.

ACTION: Ms. Newsom moved and Mr. Smiles seconded approval of the Consent

Calendar. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative for approval of the Consent Calendar.

Motion carried, 6 to 0.

VII. UPDATE ON APPLICATION & SYSTEM UPDATES

Acting Chairperson Roberts then introduced Mario Maslac, Chief of Research and Analytics Unit. Mr. Maslac presented to the Panel a PowerPoint presentation stating how we have repeatedly heard from stakeholders at policy committee meetings and panel meetings about their frustrations around our Pre-Application process. The issue is that we're not getting enough or accurate information to evaluate what the projects can move forward and which ones are not eligible. As a result of this, we're wasting everyone's time, because we're unable to tell you if you're eligible or unable to move forward, and actually submit an application for funding consideration by the panel. We were inactivating all of the pre apps that are in a queue now, because the programs that they're applying for are expiring and the funds are exhausted for the fiscal year and the fact that there were over 700 in there that are getting an inactivated kind of speaks to the issue that we're talking about here. So to address this, ETP formed a workgroup which have been meeting for a number of months now reviewing different iterations of approaches that we can do and we're going to deploy a phased approach to address the issues that we've identified. In this phase approach, we're going to get more additional information, to more quickly and reliably determine eligibility and get projects moving through the pipeline more transparently, to the point of the stakeholder.

Mr. Maslac then went on to say starting May 15, we'll start accepting pre applications for the new fiscal year starting in July 1 and this will coincide with the first phase of our recommendations. So all new single employer pre apps will require that valid CEAN and NAICS are provided and accurate and that they match EDD records. This is something we brought up in the past last year but we're definitely going to hold to it and the pre application on our website is getting reengineered to where these will now be required fields for single employers, you won't be able to submit a pre application until you fill those out. Moving forward sometime during the first quarter of the new fiscal year, that's July 1 to September 30, we'll be deploying the second phase of this approach and this will be the combining of the pre app and the app in Cal-E-Force into one document, it'll just be one submission going forward. This way, only the applications that are fully thought out and have fully developed training plans will get in the queue and a line for funding which would make things go a lot quicker with a lot less frustration for our stakeholders. It'll be a lot more transparent as to who will get funded when and you'll be able to see the ranking of where everyone is in line. At the time when we switch to this when we cut over to the combined pre app and app, any of the pre apps that are submitted between tomorrow, and that time, we'll need to deactivate them because now we're moving to this more developed and transparent process, where the additional information of the full application is presented to us. Eventually, phase three, which will be further on in the future, will include additional automation and enhancements to the combined pre application process, which should help streamline and make things move even quicker than even in the first and second phase of this. As we develop more information on what that phase three will look like, we will share with you and come back to the panel and basically lay out our plans for that.

Acting Chairperson Roberts asked if those people that aren't our stakeholders that are on this call today, being that we have a very short panel meeting, asked if this will be posted on the ETP

website or will they be notified in another regarding the May 15 date of the new pre apps.

Mr. Maslac replied that's correct, yes, we will be posting this on our website and we will be sending an email blast stakeholder notification to everyone informing about these changes.

VIII. REPORT OF LEGAL COUNSEL

Legal Counsel Michael Cable stated you should have seen a legislative memorandum that tracks our pertinent legislation for this 2021-2022 session. As you can see, a lot of the items are moving through committee at this time and next week will be the last week for policy committees prior to the memorial holiday and only one bill in particular to point out in the legislative memorandum is AB-1106, which you'll see on pages 16 and 17 of your legislation memorandum. AB-1106 is the reincarnation of AB-1457, which was vetoed by the Governor in the previous legislative session. We've had some discussion about that both AB-1457 and AB-1106 focus on ETP, creating a pilot program of statewide training centers with particular workforce development partners. However, the AB-1106 version is simpler and allows ETP some more flexibility. The status of AB-1106 is that it currently resides in the Appropriations Committee, which our understanding at this time is that it'll remain there and their suspense file unless or until there's an appropriations for this bill. In terms of the legislation memorandum, if there's any questions either about AB-1106 or any other bill, please let me know and then also to if there's any other bills you want me to add, or if you want me to delete anything from our tracking of legislation, let me know that as well.

Mr. Cable stated in March of 1990, over 30 years ago, ETP prepared some Bylaws pertaining to various administrative panel functions. As many know, Bylaws are helpful and they can serve for administrative purposes at times, but Bylaws don't circumvent the law and Bylaws don't take precedence over our code, including the UI code, which we're subject to. Therefore, since we have been significant legislations over the past 30 years, including quantity of voting panel members and after providing notice to all the panel members, here today to ask for a motion and approval of the Bylaws as amended.

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

Motion carried, 6 to 0.

IX. REVIEW AND ACTION ON PROPOSALS SINGLE EMPLOYER CONTRACTS

Tab No. 24: Jon K. Takata Corporation dba Restoration Management Company (Critical Proposal/RESPOND)

Mr. Hoover presented a proposal on behalf of Jon K. Takata Corporation dba Restoration Management Company (Critical Proposal/RESPOND) they are a priority industry and a repeat contractor. Total ETP funding being requested is \$449,650 for an estimated number of trainees of 324 in Job Number 1, which are the retrainees and 50 for Job Number 2, which is a job creation. There is a recent change to the Job Number 2 technicians that will be hired for this contract, they're actually starting wages is \$18 ranging up to \$20 and so they will no longer need the health benefits to meet that. Staff will make those changes before the contract is sent out for execution upon the panel approval. This proposal is deemed as RESPOND project based on Jon K. Takata

Corporation dba Restoration Management Company's impact on addressing natural disasters in fire-impacted regions in California. ETP-funded training will be delivered at its ten facilities (Chatsworth, Hayward, Benicia, San Jose, Stockton, San Diego, Sacramento, Lake Forest, Riverside and South San Francisco) located throughout Northern and Southern California. This will be RMC's second ETP Contract, and it's second in the last five years with this being its first Critical Proposal (RESPOND). In its first Contract, training was focused on upskilling staff on new equipment. In this proposal, training will continue to upskill staff on updated emergency responses per the regulations and industry standards to help increase the Company's effectiveness in responding to fire hazards. Even though RMC does not plan to include a separate Veteran's Job Number, the Company is committed to attracting, appreciating, and retaining its Veterans. Job postings are made within the State of California's Employment Development Department. Additionally, job postings are made directly with online websites such as Indeed.com. Within Indeed, there is an Indeed Military portal (a partner of Joining Forces), which provides tools for employers to connect with Veterans and military spouses seeking employment.

Mr. Hoover stated that there are representatives here to answer any question that the panel members may have and introduced Bernadette Calvo, V.P. of Human Resources; Robert Sandoval, Regional Director; Marlee Takata, HR Business Partner; Angela Jones, Director- TGII (Subcontractor).

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 proposal submitted by Jon K. Takata Corporation dba Restoration Management Company in the amount of \$449,650. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative to approve the proposal submitted by Jon K. Takata Corporation dba Restoration Management Company in the amount of \$449,650

Motion carried, 6 to 0.

X. REVIEW AND ACTION ON PROPOSALS MULTIPLE EMPLOYER CONTRACTS

Tab No. 25: The Industrial Council of the City of Commerce, California

Mr. Swier presented a proposal on behalf of The Industrial Council of the City of Commerce, California. They are a repeat contractor requesting \$309,960 to serve approximately 283 retrainees all located throughout the Los Angeles County area.

Mr. Swier stated that there are representatives here to answer any question that the panel members may have and introduced Robert Taylor, Executive Director, Pat Monroy, Executive Assistant, Deborah Imonti, President, DLI & Associates.

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 the proposal submitted by The Industrial Council of the City of Commerce, California in the amount of \$309,960. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative to approve the proposal submitted by The Industrial Council of the City of Commerce, California in the amount of \$309,960.

Motion carried, 6 to 0.

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

Acting Chairperson Roberts asked for panel members to comment on agenda items for future panel meetings. The panel's priority moving forward with the limited funds that we have going into the next fiscal year, should be looking at small businesses as well as new hire projects, those will be very critical for us to fund those two items. As a group, maybe as in our subcommittee meeting, we could talk about what we can do to enhance our small business projects, maybe some modifications or could be something to do with the amount of hours, retention, could be a fast track program, whatever it is.

Ms. Newsom added she would like to bring before the policy committee, the new UC Berkeley report titled "Putting California on the high road jobs and the Climate Action Plan" because she thinks it aligns well with our ETP values.

XII. PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

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

Walt Tarpley inquired and was trying to understand, on the reapplication process for the MEC's, noticed that there was a migration plan, and asked does that mean that I would do nothing? Or does that mean that I need to reapply?

Mario Maslac responded if you already have a MEC, and already have an active MEC, it will be migrated into Cal-E-Force, and if it's currently in our legacy system will be moved over there.

Judith Kriegsmann wanted some clarification surrounding the three phases that are being implemented for the new application process, specifically regarding starting applications tomorrow on May 15 and then the July 1, combining of the pre-app and the app on Cal-E-Force. If we apply tomorrow will those automatically be migrated over to Cal-E-Force or will they be deactivated in that month or two period? So what happens to those projects between May 15 and July 1 that apply tomorrow?

Mario Maslac responded that July 1 is not necessarily the date when we will be deploying. It will be between July 1 and September 30. Sometime during the first quarter any pre applications, that are submitted between tomorrow and that time, whenever we deploy those will be activated. That's because our pre applications are so small that with so little information, and almost none of it is verified. That's kind of part of the problem as to why we're making these changes in general. There's nothing substantive in there and takes about five minutes to fill one out. To move to the

new process, we'll need the full application and that's why everything will be deactivated at that time.

Judith Kriegsman then asked will any of those be processed that are applied for tomorrow or does it not make sense to even apply them because they will have to be reapplied when you combine the pre app and the app on Cal-E-Force.

Mario Maslac responded that he thinks probably for the July panel meeting, they will come from the pool that are coming in that's opening up tomorrow. I wouldn't count on this deploying July 1, it will be later than that. But anything that's in the pipeline, it's already moved to developments to the actually full application and interim that will continue on its path.

Judith Kriegsman then asked so nothing really will be developed that's applied for between March 15 and the time you combine the two pre app and app in Cal-E-Force, nothing new will be developed.

Mario Maslac replied, any new pre apps, if they come in tomorrow, the development of process windows will start and if that's in the process, and you're ready application stage, you're safe, basically. But only if you have a pre application that hasn't been started yet, hasn't been determined yet, hasn't moved forward from that stage. All of those will be deactivated at the time, then we move on to the new process.

Judith Kriegsman then asked so nothing new will be developed, that's what I'm trying to get at, those applications that you're saying, are submitted May 15 through that new process and procedure, no new applications will be processed.

Reg Javier stated essentially we're not changing anything in the current process, we're just opening up the new application window and just adding those two fields Mario talked about next to the requirement of the NAICS code and the requirement of the CEAN number in the pre app so that we can determine eligibility really quickly. So as we open up the application window tomorrow, those will feed the July panel and maybe even the August panel, just so that we can keep applications moving while we Institute the combined pre application process, which will happen sometime later in the first quarter

Rocio Leon wanted to just remind the panel that the multi-employer contractors are your partner in making that happen. In the last contract that we just completed, we served 143 companies, 80% of those were small business, that's 143 companies that probably didn't have the wherewithal to apply for their own contract, go through the timeline, and go through the steps. That's 143 contracts, that staff didn't have to take the time to develop but those resources were still made available. The training was still made available, the opportunity to benefit from this amazing program was still made available to those companies and the multi-employer contractors are ETP strongest partner in accessing and making resources available to small business.

XIII. MEETING ADJOURNMENT

Acting Chairperson Roberts adjourned the meeting at 10:15 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 and multiple employer 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 informational item.



MEMORANDUM

To: Panel Members Date: As of 06/17/2021

cc: Reg Javier, Executive Director
Peter Cooper, Assistant Director

From: Michael A. Cable, Legal Counsel

Subject: Pertinent Legislation; California Legislature; 2021-2022 Regular Session

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I. ASSEMBLY BILLS

- **[AB-2 Regulations: legislative review: regulatory reform.](#)**

Summary: This bill would require the Office of Administrative Law to submit to each house of the Legislature for review a copy of each major regulation that it submits to the Secretary of State. The bill would add another exception to those currently provided that specifies that a regulation does not become effective if the Legislature enacts a statute to override the regulation. Additionally, this bill would require each state agency to, on or before January 1, 2023, review that agency's regulations, identify any regulations that are duplicative, overlapping, inconsistent, or out of date, to revise those identified regulations, as provided, and report to the Legislature and Governor, as specified. The bill would repeal these provisions on January 1, 2024.

Status: Introduced; Assembly; on 12/07/2020. Read first time. To Print. May be heard in Fiscal Committee on 01/07/2021. On 01/11/2021: Referred to Com. on A. & A.R. On 04/29/2021: From committee: Do pass and re-refer to Com. on APPR. (Ayes 7. Noes 0.) (April 28). Re-referred to Com. on APPR ... On 05/20/2021: In committee. Held under submission.

- **[AB-25 Worker classification: employees and independent contractors.](#)**

Summary: Existing law requires a 3-part test, commonly known as the "ABC" test, to determine if workers are employees or independent contractors for purposes of the Labor Code, the Unemployment Insurance Code, and the wage orders of the Industrial Welfare

Commission. Under the ABC test, a person providing labor or services for remuneration is considered an employee rather than an independent contractor unless the hiring entity demonstrates that the person is free from the control and direction of the hiring entity in connection with the performance of the work, the person performs work that is outside the usual course of the hiring entity's business, and the person is customarily engaged in an independently established trade, occupation, or business. Existing law charges the Labor Commissioner with the enforcement of labor laws, including worker classification. Existing law exempts specified occupations and business relationships from the application of the ABC test described above. Existing law, instead, provides that these exempt relationships are governed by the multifactor test previously adopted in the case of *S. G. Borello & Sons, Inc. v. Department of Industrial Relations* (1989) 48 Cal.3d 341 (Borello). This bill would generally repeal provisions relating to the "ABC" test for various specified occupations and business relationships. The bill would, instead, require the determination of whether a person is an employee or an independent contractor to be based on the specific multifactor test set forth in Borello, including whether the person to whom service is rendered has the right to control the manner and means of accomplishing the result desired, and other identified factors.

Status: Introduced; Assembly; on 12/07/2020. Read first time. To Print. May be heard in Fiscal Committee on 01/07/2021. On 01/11/2021: Referred to Com. on L. & E.

- **AB-29 State bodies: meetings.**

Summary: Existing law, the Bagley-Keene Open Meeting Act, requires that all meetings of a state body, as defined, be open and public, and that all persons be permitted to attend any meeting of a state body, except as otherwise provided in that act. Existing law requires the state body to provide notice of its meeting, including specified information and a specific agenda of the meeting, as provided, to any person who requests that notice in writing and to make that notice available on the internet at least 10 days in advance of the meeting. This bill would require that notice to include all writings or materials provided for the noticed meeting to a member of the state body by the staff of a state agency, board, or commission, or another member of the state body that are in connection with a matter subject to discussion or consideration at the meeting. The bill would require those writings or materials to be made available on the state body's internet website, and to any person who requests the writings or materials in writing, on the same day as the dissemination of the writings and materials to members of the state body or at least 72 hours in advance of the meeting, whichever is earlier. The bill would prohibit a state body from discussing those writings or materials, or from taking action on an item to which those writings or materials pertain, at a meeting of the state body unless the state body has complied with these provisions.

Status: Introduced; Assembly; on 12/07/2020. Read first time. To Print. May be heard in Fiscal Committee on 01/07/2021. On 01/11/2021: Referred to Com. on G.O. On 04/12/2021: From committee: Do pass and re-refer to Com. on APPR. (Ayes 22. Noes 0.) (April 8). Re-referred to Com. on APPR. On 04/21/2021: In committee: Set, first

hearing. Referred to suspense file ... On 05/20/2021: In committee. Held under submission.

- [**AB-55 Employment: telecommuting.**](#)

Summary: Existing law promotes and develops the welfare of workers in California to improve working conditions and advance opportunities for profitable employment. Existing law regulates the wages, hours, and working conditions of any worker employed in any occupation, trade, or industry. This bill would declare the intent of the Legislature to enact future legislation to ensure certain rights and benefits for telecommuting employees.

Status: Introduced; Assembly; on 12/07/2020. Read first time. To Print. May be heard in committee on 01/07/2021. On 12/08/2020: From printer. May be heard in committee January 7.

- [**AB-65 California Universal Basic Income Program.**](#)

Summary: This bill would require the Franchise Tax Board to administer the California Universal Basic Income (CalUBI) Program, under which a California resident who is 18 years of age or older and who meets specified requirements, would receive a universal basic income of \$1,000 per month. The bill would require, among other things, that the resident has lived in the state for at least the last 3 consecutive years and that the resident's income not exceed 200% of the median per capita income for the resident's current county of residence, as determined by the United States Census Bureau. The bill would define universal basic income to mean unconditional cash payments of equal amounts issued monthly to individual residents of California with the intention of ensuring the economic security of recipients.

Status: Introduced; Assembly; on 12/07/2020. Read first time. To Print. May be heard in committee on 01/07/2021. On 12/08/2021: From printer. May be heard in committee January 7. On 03/18/2021: Referred to Com. on REV. & TAX. On 03/18/2021: From committee chair, with author's amendments: Amend, and re-refer to Com. on REV. & TAX. Read second time and amended. On 03/22/2021: Re-referred to Com. on REV. & TAX. On 04/13/2021: From committee chair, with author's amendments: Amend, and re-refer to Com. on REV. & TAX. Read second time and amended. On 04/14/2021: Re-referred to Com. on REV. & TAX. On 04/27/2021: From committee: Do pass and re-refer to Com. on APPR. (Ayes 6. Noes 3.) (April 26). Re-referred to Com. on APPR ... On 05/20/2021: In committee. Held under submission.

- [**AB-99 Statewide longitudinal data system: California Cradle-to-Career Data System.**](#)

Summary: Among other things, this bill would express the intent of the Legislature in enacting the bill is to codify certain recommendations in the California Cradle-to-Career Data System Legislative Report published in December 2020, which describes the planning process and recommendations for phase one of the Cradle-to-Career Data System. The bill would set the vision, mission, and strategic objectives of the data system.

The bill would establish a governing board, comprised of certain representatives from state agencies, educational organizations, and members of the public, to, among other things, ensure the data system is serving its intended purpose and oversee participation in the data system and provide for its governance structure.

Status: Introduced; Assembly; on 12/07/2020. Read first time. To Print. May be heard in committee on 01/07/2021. On 02/12/2021, From committee chair, with author's amendments: Amend, and re-refer to Com. on ED. Read second time and amended. Referred to Coms. on ED. and HIGHER ED. On 02/16/2021, Re-referred to Com. on ED. On 04/08/2021: From committee: Do pass and re-refer to Com. on HIGHER ED. (Ayes 7. Noes 0.) (April 7). Re-referred to Com. on HIGHER ED. On 04/26/2021: From committee: Amend, and do pass as amended and re-refer to Com. on APPR. (Ayes 12. Noes 0.) (April 22). On 04/27/2021: Read second time and amended. On 04/28/2021: Re-referred to Com. on APPR ... On 06/09/2021: Referred to Coms. on ED. and G.O.

- [AB-105 The Upward Mobility Act of 2021: civil service: examinations: classifications.](#)

Summary: This bill presents a series of changes to civil service personnel requirements.

Status: Introduced; Assembly; on 12/14/2020. Read first time. To Print. On 01/11/2021, referred to Committee on Public Employment & Retirement. On 03/01/2021: From committee chair, with author's amendments: Amend, and re-refer to Com. on P.E. & R. Read second time and amended. On 03/02/2021: Re-referred to Com. on P.E. & R. On 04/21/2021: From committee chair, with author's amendments: Amend, and re-refer to Com. on P.E. & R. Read second time and amended. On 04/22/2021: Re-referred to Com. on P.E. & R. On 05/03/2021: From committee: Do pass and re-refer to Com. on APPR. (Ayes 5. Noes 1.) (April 29). Re-referred to Com. on APPR. On 05/03/2021: Received by the Desk April 30 pursuant to Joint Rule 61(a)(2) ... On 06/14/2021: From committee chair, with author's amendments: Amend, and re-refer to committee. Read second time, amended, and re-referred to Com. on L., P.E. & R.

- [AB-106 Regions Rise Grant Program.](#)

Summary: This bill would establish the Regions Rise Grant Program within the Office of Planning and Research for the purpose of supporting inclusive, cross-jurisdictional, and innovative engagement processes that lead to inclusive consensus-based strategies to address barriers and challenges confronting communities in creating economic prosperity for all. The bill would define "region" as a geographic area composed of one or more counties and cities that form a functional economy. This bill would require the office, upon appropriation by the Legislature and a specified determination by the Director of State Planning and Research, to develop and implement a process for the awarding of competitive grants to eligible applicants within the program. The bill would define an eligible applicant as a regional collective composed of a diverse set of public and private stakeholders who organize themselves around one or more community challenges or priorities impacting multiple adjacent geographic areas and meet certain requirements.

Status: Introduced; Assembly; on 12/16/2020. Read first time. To Print. May be heard in committee on 01/16/2021. On 01/11/2021: Read first time. On 02/25/2021: Referred to Com. on J.,E.D., & E. On 03/01/2021: From committee chair, with author's amendments: Amend, and re-refer to Com. on J.,E.D., & E. Read second time and amended. On 03/02/2021: Re-referred to Com. on J.,E.D., & E. On 04/20/2021: From committee chair, with author's amendments: Amend, and re-refer to Com. on J.,E.D., & E. Read second time and amended. On 04/29/2021: From committee: Amend, and do pass as amended and re-refer to Com. on APPR. (Ayes 6. Noes 0.) (April 27). On 05/03/2021: Read second time and amended. On 05/04/2021: Re-referred to Com. on APPR ... On 06/09/2021: Referred to Com. on B., P. & E.D.

- [AB-108 Governor's emergency orders and regulations: approval by the Legislature.](#)
Summary: Mandating approval by the Legislature as to Governor's emergency orders and regulations.

Status: Introduced; Assembly; on 12/16/2020. Read first time. To Print. May be heard in Assembly Emergency Management Committee on 01/16/2021. On 01/11/2021: Read first time. On 01/11/2021: Referred to Com. on E.M.

- [AB-123 Paid family leave: weekly benefit amount.](#)
Summary: This bill would revise the formula for determining benefits available pursuant to the family temporary disability insurance program, for periods of disability commencing after January 1, 2022, by redefining the weekly benefit amount to be equal to 90% of the wages paid to an individual for employment by employers during the quarter of the individual's disability base period in which these wages were highest, divided by 13, but not exceeding the maximum workers' compensation temporary disability indemnity weekly benefit amount established by the Department of Industrial Relations.

Status: Introduced; Assembly; on 12/18/2020. Read first time. To Print. May be heard in Assembly Insurance Committee on 01/18/2021. On 01/11/2021: Read first time. On 01/11/2021: Referred to Com. on INS. On 03/23/2021: Set for hearing on 04/15/2021 at 10:30 a.m. On 04/15/2021: From committee: Do pass and re-refer to Com. on APPR. (Ayes 10. Noes 1.) (April 15). Re-referred to Com. on APPR ... On 06/09/2021: Referred to Com. on L., P.E. & R.

- [AB-218 Change of gender and sex identifier.](#)
Summary: This bill would make substantive changes to specify how to change gender and sex identifier in particular records such as birth certificates.

Status: Introduced; Assembly; on 01/11/2021. Read first time. To Print. May be heard in committee on 02/11/2021. On 01/28/2021, Referred to Committee on JUD and HEALTH. On 03/16/2021: From committee chair, with author's amendments: Amend, and re-refer to Com. on JUD. Read second time and amended. On 03/17/2021: Re-referred to Com. on JUD. On 03/23/2021: From committee: Do pass and re-refer to Com. on HEALTH. (Ayes 8. Noes 3.) (March 23). Re-referred to Com. on HEALTH. 04/15/2021: Re-referred

to Com. on APPR. pursuant to Assembly Rule 96. On 04/28/2021: In committee: Set, first hearing. Referred to suspense file ... On 06/09/2021: Referred to Coms. on JUD. and HEALTH.

- **[AB-230 Employment: flexible work schedules.](#)**

Summary: This bill would enact the Workplace Flexibility Act of 2021. The bill would permit an individual nonexempt employee to request an employee-selected flexible work schedule providing for workdays up to 10 hours per day within a 40-hour workweek, and would allow an employer to implement this schedule without the obligation to pay overtime compensation for those additional hours in a workday, except as specified. The bill would require that the flexible work schedule contain specified information and the employer's and the employee's original signature. The bill would also require the Division of Labor Standards Enforcement in the Department of Industrial Relations to enforce this provision and adopt regulations.

Status: Introduced; Assembly; on 01/12/2021. Read first time. To Print. May be heard in committee on 02/12/2021. On 01/28/2021, Referred to Committee on Labor and Employment.

- **[AB-237 Public employment: unfair practices: health protection.](#)**

Summary: This bill, the Public Employee Health Protection Act, would among other things make it an unfair practice for a covered employer to fail or refuse to maintain or pay for continued health care or other medical coverage for an enrolled employee or their enrolled dependents, for the duration of the enrolled employee's participation in the authorized strike, at the level and under the conditions that coverage would have been provided if the employee had continued to work in their position for the duration of the strike.

Status: Introduced; Assembly; on 01/13/2021. Read first time. To Print. On 01/28/2021, Referred to Committee on P.E. and R. On 03/01/2021: From committee chair, with author's amendments: Amend, and re-refer to Com. on P.E. & R. Read second time and amended. On 03/02/2021: Re-referred to Com. on P.E. & R. 04/19/2021: From committee: Do pass and re-refer to Com. on APPR. (Ayes 6. Noes 0.) (April 15). Re-referred to Com. on APPR. On 04/28/2021: From committee: Do pass. (Ayes 13. Noes 3.) (April 28). On 04/29/2021: Read second time. Ordered to third reading ... On 05/27/2021: Referred to Coms. on L., P.E. & R. and JUD.

- **[AB-247 AMENDED – COVID-19 emergency: small businesses: nonprofit organizations: immunity from civil liability](#)**

Summary: AMENDED – Was “Definitions: Small Business Procurement and Contract Act” amended to “COVID-19 emergency: small businesses: nonprofit organizations: immunity from civil liability.” As amended, this bill would exempt a small business or nonprofit organization with 100 or fewer employees from liability for an injury or illness to a consumer, as defined, due to coronavirus (COVID-19) based on a claim that the consumer contracted COVID-19 while at that small business or nonprofit organization, or

due to the actions of that small business or nonprofit organization. The bill would require the small business or nonprofit organization, for this exemption to apply, to have implemented and substantially complied with all applicable state and local health laws, regulations, and protocols. Under the bill, this exemption would not apply if the injury or illness resulted from a grossly negligent act or omission, willful or wanton misconduct, or unlawful discrimination by the business or nonprofit organization or an employee of the business or nonprofit organization. The bill would apply these provisions only until the termination of the state of emergency related to the COVID-19 pandemic, regardless of when the claim is filed. The bill would repeal these provisions on January 1, 2023. The bill would include related legislative findings.

Status: Introduced; Assembly; on 01/13/2021. Read first time. To Print. On 01/14/2021: From printer. May be heard in committee February 13. On 03/18/2021: Referred to Com. on JUD. On 03/18/2021: From committee chair, with author's amendments: Amend, and re-refer to Com. on JUD. Read second time and amended. On 03/22/2021: Re-referred to Com. on JUD. On 04/21/2021: In committee: Hearing postponed by committee.

- **[AB-257 Fast food industry: working standards.](#)**

Summary: This bill would enact the FAST Recovery Act. The bill would make a statement of findings regarding the fast food industry, particularly with respect to the COVID-19 pandemic, and state the intent of the Legislature to enact legislation relating to the fast food industry.

Status: On 01/16/2021, From printer. May be heard in committee February 15. On 03/25/2021: Referred to Coms. on L. & E. and JUD. From committee chair, with author's amendments: Amend, and re-refer to Com. on L. & E. Read second time and amended. On 04/19/2021: Assembly Rule 56 suspended. On 04/26/2021: From committee: Do pass and re-refer to Com. on JUD. (Ayes 5. Noes 2.) (April 22). Re-referred to Com. on JUD. On 04/27/2021: From committee: Amend, and do pass as amended and re-refer to Com. on APPR. (Ayes 7. Noes 3.) (April 27). On 04/28/2021: Read second time and amended. On 04/29/2021: Re-referred to Com. on APPR ... On 06/03/2021: Motion to reconsider made by Assembly Member Lorena Gonzalez.

- **[AB-286 Food delivery: purchase price and tips.](#)**

Summary: This bill would make it unlawful for a food delivery platform to charge a customer any purchase price, as defined, for food or beverage that is higher than the price set by the food facility. The bill would make it unlawful for a food delivery platform to retain any portion of amounts designated as a tip or gratuity. The bill would also require a food delivery platform to disclose to the customer and the food facility a cost breakdown of each transaction, including prescribed information. The bill would provide that a violation of the act constitutes unfair competition. The bill would make the provisions of the act severable.

Status: On 01/21/2021, Read first time. To Print. On 01/22/2021: From printer. May be heard in committee February 21. On 03/18/2021: Referred to Com. on P. & C.P. On

03/22/2021: From committee chair, with author's amendments: Amend, and re-refer to Com. on P. & C.P. Read second time and amended. On 03/23/2021: Re-referred to Com. on P. and C.P. On 04/26/2021: From committee: Amend, and do pass as amended. (Ayes 9. Noes 1.) (April 22). On 04/27/2021: Read second time and amended. Ordered returned to second reading. On 04/28/2021: Read second time. Ordered to third reading ... On 06/14/2021: From committee chair, with author's amendments: Amend, and re-refer to committee. Read second time, amended, and re-referred to Com. on JUD.

- **[AB-297 Fire prevention.](#)**

Summary: This bill, among other things, would continuously appropriate \$480,000,000 and \$20,000,000 to the Department of Forestry and Fire Prevention and the California Conservation Corps, respectively, for fire prevention activities, as provided.

Status: On 01/25/2021, Read first time. To Print. On 01/26/2021, From printer. May be heard in committee February 25. On 02/12/2021, Referred to Coms. on NAT. RES. And REV. and TAX. On 04/21/2021: From committee chair, with author's amendments: Amend, and re-refer to Com. on NAT. RES. Read second time and amended. On 04/22/2021: Re-referred to Com. on NAT. RES.

- **[AB-299 Career technical education: California Apprenticeship Grant Program.](#)**

Summary: This bill would establish the California Apprenticeship Grant Program, commencing with the 2022–23 academic year, under the administration of the office of the Chancellor of the California Community Colleges, to provide grants to encourage high school pupils, community college students, and employed and unemployed workers seeking to go into career technical education and vocational professions through participation in qualifying, state-approved apprenticeship programs. Under the bill, the chancellor's office would provide supplemental grants to apprentices who participate in qualified, state-approved apprenticeship and vocational programs through high schools, campuses of the California Community Colleges, and industry-driven and -funded state-approved apprenticeship and vocational programs. The bill would prohibit these grants from replacing any existing financial aid or compensation that an apprentice may receive during apprenticeship training.

Status: On 01/25/2021, Read first time. To Print. On 01/26/2021, From printer. May be heard in committee February 25. On 02/12/2021, Referred to Com. on HIGHER ED. On 03/15/2021: From committee chair, with author's amendments: Amend, and re-refer to Com. on HIGHER ED. Read second time and amended. On 03/16/2021: Re-referred to Com. on HIGHER ED. On 03/24/2021: In committee: Hearing postponed by committee.

- **[AB-305 Veteran services: notice.](#)**

Summary: This bill concerns existing law requires every state agency that requests on any written form or written publication, or through its internet website, whether a person is a veteran, to request that information in a specified manner.

Status: On 01/25/2021, Read first time. To print. On 01/26/2021, From printer. May be heard in committee February 25. On 02/12/2021, Referred to Com. on M and V.A. On 04/29/2021: From committee: Do pass and re-refer to Com. on APPR. (Ayes 11. Noes 0.) (April 28). Re-referred to Com. on APPR ... On 06/15/2021: From committee chair, with author's amendments: Amend, and re-refer to committee. Read second time, amended, and re-referred to Com. on G.O.

- **AB-316 State employees: pay equity: under-represented groups.**

Summary: This bill would require the department, prior to January 1, 2023, and every 2 years thereafter, to prepare a report on gender and ethnicity pay equity in each classification under the Personnel Classification Plan where there is an underrepresentation of women and minorities. The bill would require the report to contain a plan for each state agency to attain pay equity that is consistent with existing state and federal law if a discrepancy is found, a plan to recruit, attract, and retain women and minorities that is consistent with existing state and federal law in positions where there is an underrepresentation of those groups, and each state agency's efforts that are consistent with state and federal law toward meeting the goals for wage parity and increasing the number of women and minorities in the state agency. The bill would require the department to submit the report to the Legislature no later than January 1 following the completion of the report. The bill would further require the head of each state agency, or their representative, to present the facts and findings from the report for that state agency to the appropriate legislative budget committees when the budget of that state agency is before the subcommittee.

Status: On 01/25/2021, Read first time. To print. On 01/26/2021, From printer. May be heard in committee February 25. On 03/04/2021: Referred to Com. on P.E. & R. On 03/04/2021: From committee chair, with author's amendments: Amend, and re-refer to Com. on P.E. & R. Read second time and amended. On 03/08/2021: Re-referred to Com. on P.E. & R. On 04/19/2021: From committee: Do pass and re-refer to Com. on APPR. (Ayes 7. Noes 0.) (April 15). Re-referred to Com. on APPR. On 04/28/2021: In committee: Set, first hearing. Referred to suspense file ... On 06/09/2021: Referred to Com. on L., P.E. & R.

- **AB-378 State offices.**

Summary: This bill would remove gendered language from the provisions governing these offices, and would also make other nonsubstantive changes to these provisions.

Status: On 02/01/2021, Read first time. To Print. On 02/02/2021, From printer. May be heard in committee March 4. On 02/12/2021, Referred to Com. on JUD. On 03/08/2021: From committee chair, with author's amendments: Amend, and re-refer to Com. on JUD. Read second time and amended. On 03/09/2021: Re-referred to Com. on JUD. On 03/16/2021: From committee chair, with author's amendments: Amend, and re-refer to Com. on JUD. Read second time and amended. On 03/17/2021: Re-referred to Com. on JUD. On 03/23/2021: From committee: Do pass. To Consent Calendar. (Ayes 11. Noes 0.) (March 23). On 04/22/2021: Read third time and amended. Ordered to third reading.

On 04/26/2021: Read third time. Passed. Ordered to the Senate. (Ayes 74. Noes 0.) On 04/27/2021: In Senate. Read first time. To Com. on RLS. for assignment ... On 06/09/2021: Read second time. Ordered to Consent Calendar.

- **[AB-436 Wages: records: inspection and copying.](#)**

Summary: This bill would require, if an employee or their representative requests to inspect or copy records relating to the itemized statement and also requests to inspect or receive a copy of personnel records, that the deadline to comply with both requests be governed by the response deadline provisions for personnel records.

Status: Introduced on 02/04/2021. On 02/05/2021: From printer. May be heard in committee March 7. On 02/12/2021: Referred to Com. on L. & E.

- **[AB-473 California Public Records Act.](#)**

Summary: This bill would recodify and reorganize the provisions of the act. The bill would include provisions to govern the effect of recodification and state that the bill is intended to be entirely nonsubstantive in effect. The bill would contain related legislative findings and declarations. The bill would become operative on January 1, 2023.

Status: On 02/08/2021, Read first time. To Print. On 02/18/2021, Referred to Com. on JUD. On 03/23/2021: From committee: Do pass. To Consent Calendar. (Ayes 11. Noes 0.) (March 23). On 03/24/2021: Read second time. Ordered to Consent Calendar. On 04/05/2021: Re-referred to Com. on APPR. pursuant to Assembly Rule 97. On 04/21/2021: In committee: Set, first hearing. Referred to suspense file ... On 06/16/2021: Referred to Com. on JUD.

- **[AB-474 California Public Records Act: conforming revisions.](#)**

Summary: This bill would enact various conforming and technical changes related to another bill that recodifies and reorganizes the California Public Records Act. The bill would only become operative if the related bill recodifying the act is enacted and becomes operative on January 1, 2023. The bill would also specify that any other bill enacted by the Legislature during the 2021 calendar year that takes effect on or before January 1, 2022, and that affects a provision of this bill shall prevail over this act, except as specified.

Status: On 02/08/2021, Read first time. To Print. On 02/18/2021, Referred to Com. on JUD. On 03/23/2021: From committee: Do pass. To Consent Calendar. (Ayes 11. Noes 0.) (March 23). On 03/24/2021: Read second time. Ordered to Consent Calendar. On 04/05/2021: Re-referred to Com. on APPR. pursuant to Assembly Rule 97. On 04/21/2021: In committee: Set, first hearing. Referred to suspense file ... On 06/16/2021: Referred to Com. on JUD.

- **[AB-497 Wildfire prevention.](#)**

Summary: Under existing law, the Department of Forestry and Fire Protection is required to develop, implement, and administer various forest improvement and fire

prevention programs in the state. Existing law requires the department to establish a local assistance grant program for fire prevention activities in California. Existing law requires the department to prioritize, to the extent feasible, projects that are multiyear efforts and to prioritize grant applications from specified local agencies. This bill would appropriate the sum of \$25,000,000 from the General Fund to the department to be used to provide the local assistance grants described above. The bill would require the department, for purposes of this appropriation, to prioritize projects, in addition to the priorities specified above, that manage vegetation along streets and roads to prevent the ignition of wildfire and that require the funds for purposes of purchasing equipment necessary for the project.

Status: On 02/09/2021, Read first time. To print. On 02/10/2021, From printer. May be heard in committee on March 12. On 03/11/2021: Referred to Com. on NAT. RES. On 03/11/2021: From committee chair, with author's amendments: Amend, and re-refer to Com. on NAT. RES. Read second time and amended. On 03/15/2021: Re-referred to Com. on NAT. RES.

- **AB-513 Employment: telecommuting employees.**

Summary: This bill would authorize an employee working from home or a remote location not at the physical location of the employer to receive legally required notices and postings electronically and sign or acknowledge certain documents electronically. The bill would also authorize an employee who works from home or a remote location to have any wages due at the time of separation of employment mailed to the employee using the address the employer has on file for the employee for sending notices. The bill would require the wages to be deemed paid on the date of mailing.

Status: On 02/09/2021, Read first time. To print. On 02/10/2021, From printer. May be heard in committee March 12. On 02/18/2021, Referred to Com. on L. & E. On 03/17/2021: From committee chair, with author's amendments: Amend, and re-refer to Com. on L. & E. Read second time and amended. On 03/18/2021: Re-referred to Com. on L. & E.

- **AB-548 AMENDED**

Summary: Was the "Employment Training Panel" amended to "Unemployment compensation benefits: overpayments" on 03/18/2021.

Status: On 02/10/2021, Read first time. To print. 02/11/2021, From printer. May be heard in committee March 13. On 03/18/2021: Referred to Com. on INS. On 03/18/2021: From committee chair, with author's amendments: Amend, and re-refer to Com. on INS. Read second time and amended. On 03/22/2021: Re-referred to Com. on INS.

- [**AB-565 Interagency Advisory Committee on Apprenticeship: homeless youth and foster youth.**](#)

Summary: This bill would add the director of the State Department of Social Services as a member of the Interagency Advisory Committee on Apprenticeship. This bill would require the Interagency Advisory Committee on Apprenticeship to create a subcommittee to study and report on issues related to the participation of homeless youth and foster youth, as defined, in apprenticeships and preapprenticeships, and prescribe specified subjects the subcommittee is to address. The bill would authorize the subject matters of study and reporting to be expanded to include issues relating to minority populations, at the request of a committee member. The bill would require, on and after July 1, 2023, that the findings and recommendations be included in a specified report.

Status: On 02/11/2021: Introduced. Read first time. To print. On 02/12/2021: From printer. May be heard in committee March 14. On 02/18/2021: Referred to Com. on L. & E. On 04/08/2021: From committee: Do pass and re-refer to Com. on APPR. with recommendation: To Consent Calendar. (Ayes 7. Noes 0.) (April 8). Re-referred to Com. on APPR. On 04/28/2021: Set, first hearing. Referred to suspense file ... On 06/15/2021: From committee chair, with author's amendments: Amend, and re-refer to committee. Read second time, amended, and re-referred to Com. on L., P.E. & R.

- [**AB-628 Breaking Barriers to Employment Initiative.**](#)

Summary: Among other things, this bill would instead provide that the initiative in intended to focus on innovative approaches to, and proven practices for, addressing racial, ethnic, and socioeconomic disparities in the labor market. The bill would require the executive director of the board to convene an advisory group, as prescribed, to make recommendations to the board on grant application criteria and parameters for eligible organizations, review and make recommendations to the board regarding grant proposals, support identification of prospective grantees, support technical assistance opportunities, and make recommendations to the board to strengthen implementation. The bill would require the board to consider the recommendations of the advisory group.

Status: On 02/12/2021, Read first time. To Print. On 02/13/2021, From printer. May be heard in committee March 15. On 02/25/2021: Referred to Coms. on L. & E. and J.,E.D., & E. On 03/25/2021: Re-referred to Com. on L. & E. On 04/08/2021: From committee: Do pass and re-refer to Com. on J.,E.D., & E. (Ayes 7. Noes 0.) (April 8). Re-referred to Com. on J.,E.D., & E. On 04/29/2021: From committee: Amend, and do pass as amended and re-refer to Com. on APPR. (Ayes 6. Noes 0.) (April 27). On 05/03/2021: Read second time and amended. On 05/04/2021: Re-referred to Com. on APPR ... On 06/16/2021: From committee chair, with author's amendments: Amend, and re-refer to committee. Read second time, amended, and re-referred to Com. on L., P.E. & R.

- **[AB-630 Online Jobs and Economic Support Resource Grant Program.](#)**
Summary: This bill would establish the Online Jobs and Economic Support Resource Grant Program within GO-Biz for the purpose of supporting inclusive, cross-jurisdictional, and innovative online platforms that support job and earning opportunities and economic recovery with a strong focus on underserved and economically challenged communities. This bill would require an eligible applicant, which shall be a nonprofit, a cooperative, public benefit corporation, or a local government, to meet specified requirements, including, among other things, maintenance of an online platform that connects users with economic opportunities, training programs, and services. The bill would require GO-Biz, upon appropriation of funds by the Legislature, to issue grants to qualified online platforms based on a process for the awarding of competitive grants to eligible applicants that requires submission of a proposal narrative, a proposed budget, evidence of demonstrated experience in working with the proposed target populations, and a proposed impact assessment and timeline that includes progress reports and final deliverables. The bill would require grant recipients to submit an annual report to GO-Biz on how it used the grant funding that it was issued.

Status: On 02/12/2021, Read first time. To print. 02/13/2021, From printer. May be heard in committee March 15. On 02/25/2021: Referred to Com. on J.,E.D., & E. On 04/19/2021: From committee chair, with author's amendments: Amend, and re-refer to Com. on J.,E.D., & E. Read second time and amended. On 04/20/2021: Re-referred to Com. on J.,E.D., & E. On 04/29/2021: From committee: Amend, and do pass as amended and re-refer to Com. on APPR. with recommendation: To Consent Calendar. (Ayes 6. Noes 0.) (April 27). On 05/03/2021: Read second time and amended. On 05/04/2021: Re-referred to Com. on APPR ... On 05/20/2021: In committee: Held under submission.

- **[AB-643 Apprenticeship programs: career fairs.](#)**
Summary: This bill would require a school district or school to notify each apprenticeship program in the same county as the school district or school of a career or college fair it is planning to hold, as specified.

Status: On 02/12/2021, Read first time. To print. 02/13/2021, From printer. May be heard in committee March 15. On 02/25/2021: Referred to Com. on L. & E. On 04/26/2021: From committee: Do pass and re-refer to Com. on APPR. with recommendation: To Consent Calendar. (Ayes 7. Noes 0.) (April 22). Re-referred to Com. on APPR ... On 06/09/2021: From committee: Do pass and re-refer to Com. on L., P.E. & R. with recommendation: To Consent Calendar. (Ayes 7. Noes 0.) (June 9). Re-referred to Com. on L., P.E. & R.

- **[AB-680 Greenhouse Gas Reduction Fund: California Jobs Plan Act of 2021.](#)**
Summary: This bill would enact the California Jobs Plan Act of 2021, which would require the Labor and Workforce Development Agency to work with the state board to update, by July 1, 2023, the funding guidelines for administering agencies to ensure that

all applicants to grant programs funded by the Greenhouse Gas Reduction Fund meet specified standards, including fair and responsible employer standards and inclusive procurement policies, as defined. The bill would require administering agencies to give preference to applicants that demonstrate a partnership with an educational institution or training program targeting residents of disadvantaged, tribal, and low-income communities.

Status: On 02/12/2021: Read first time. To print. On 02/13/2021: From printer. May be heard in committee March 15. On 02/25/2021: Referred to Coms. on L. & E. and NAT. RES. On 04/08/2021: From committee: Do pass and re-refer to Com. on NAT. RES. (Ayes 5. Noes 1.) (April 8). Re-referred to Com. on NAT. RES. On 04/29/2021: From committee: Amend, and do pass as amended and re-refer to Com. on APPR. (Ayes 8. Noes 0.) (April 28). On 05/03/2021: Read second time and amended. On 05/04/2021: Re-referred to Com. on APPR ... On 06/16/2021: Referred to Coms. on L., P.E. & R. and E.Q.

- **[AB-809 Information security.](#)**

Summary: This bill would require state agencies not covered by the provisions described above to adopt and implement information security and privacy policies, standards, and procedures based upon standards issued by the National Institute of Standards and Technology and the Federal Information Processing Standards, as specified. This bill would require these state agencies to perform a comprehensive, independent security assessment every 2 years and would authorize them to contract with the Military Department for that purpose. This bill would require these state agencies to certify, by February 1, annually, to the Assembly Committee on Privacy and Consumer Protection that the agency is in compliance with all adopted policies, standards, and procedures and include a corrective action plans to address any outstanding deficiencies, the estimated dates of compliance, and any additional resources it requires in order to cure each deficiency. The bill would require that the certification be kept confidential and not be disclosed, except that the information and records would be allowed to be shared with the members of the Legislature and legislative employees, at the discretion of the chairperson of the committee. Because the required certification would be made under penalty of perjury, the bill would expand the crime of perjury and would thereby impose a state-mandated local program.

Status: On 02/16/2021: Read first time. To print. 02/17/2021: From printer. May be heard in committee March 19. On 02/25/2021: Referred to Com. on P. & C.P. and A. & A.R. On 03/25/2021: From committee chair, with author's amendments: Amend, and re-refer to Com. on P. & C.P. Read second time and amended. On 03/26/2021: Re-referred to Com. on P. & C.P. On 04/08/2021: From committee: Do pass and re-refer to Com. on A. & A.R. with recommendation: To Consent Calendar. (Ayes 11. Noes 0.) (April 8). Re-referred to Com. on A. & A.R. On 05/04/2021: From committee: Amend, and do pass as amended and re-refer to Com. on APPR. (Ayes 7. Noes 0.) (April 28) ... On 05/20/2021: In committee: Held under submission.

- **[AB-833 State government: grants: administrative costs.](#)**

Summary: This bill would require any state grants to a local government to include a maximum allocation of funds that may be expended for administrative costs, as defined, and would prohibit a local government, as defined, from expending more than 5% of grant funds for administrative costs, except as provided. The bill would specify that it is not intended to affect federal funding.

Status: On 02/17/2021, Read first time. To print. On 02/18/2021, From printer. May be heard in committee March 20. On 02/25/2021: Referred to Com. on A. & A.R.

- **[AB-884 State agencies: audits.](#)**

Summary: This bill would require all state agencies with an aggregate spending of \$50,000,000 or more annually to establish an ongoing audit function. This bill would extend the requirements of the Bagley-Keene Act to the internal audit committees established by any governing body if the governing body is subject to the Bagley-Keene Act. By expanding the scope of an existing crime, this bill would impose a state-mandated local program.

Status: On 02/17/2021, Read first time. To print. On 02/18/2021, From printer. May be heard in committee March 20. On 02/25/2021: Referred to Coms. on A. & A.R. and G.O. 04/15/2021: From committee: Do pass and re-refer to Com. on G.O. (Ayes 7. Noes 0.) (April 14). Re-referred to Com. on G.O. On 04/26/2021: From committee: Do pass and re-refer to Com. on APPR. (Ayes 20. Noes 0.) (April 22). Re-referred to Com. on APPR ... On 05/20/2021: In committee: Held under submission.

- **[AB-885 Bagley-Keene Open Meeting Act: teleconferencing.](#)**

Summary: This bill would require a state body that elects to conduct a meeting or proceeding by teleconference to make the portion that is required to be open to the public both audibly and visually observable. The bill would require a state body that elects to conduct a meeting or proceeding by teleconference to post an agenda at the designated primary physical meeting location in the notice of the meeting where members of the public may physically attend the meeting and participate. The bill would extend the above requirements of meetings of multimember advisory bodies that are held by teleconference to meetings of all multimember state bodies. The bill would require a multimember state body to provide a means by which the public may both audibly and visually remotely observe a meeting if a member of that body participates remotely. The bill would further require any body that is to adjourn and reconvene a meeting on the same day to communicate how a member of the public may both audibly and visually observe the meeting. The bill would also make nonsubstantive changes to those provisions.

Status: On 02/17/2021, Read first time. To print. On 02/18/2021, From printer. May be heard in committee March 20. On 02/25/2021: Referred to Com. on G.O. On 03/24/2021: From committee chair, with author's amendments: Amend, and re-refer to

Com. on G.O. Read second time and amended. On 03/25/2021: Re-referred to Com. on G.O.

- **AB-915 Small and disadvantaged business enterprises.**

Summary: Among other things, This bill would require each state agency's small business liaison to develop an "economic equity first" action plan and policy for the agency to provide, among other things, direction, recommendations, and strategies as to how to ensure that disadvantaged business enterprises are effectively involved and benefiting from the procurement process of the agency. The bill would require the action plan and policy to be submitted to the agency secretary, department director, or executive officer by January 1, 2023, and would require adoption of that plan by January 1, 2024.

Status: On 02/17/2021, Read first time. To print. On 02/18/2021, From Printer. May be heard in committee March 20. On 02/25/2021: Referred to Com. on J.,E.D., & E. On 04/29/2021: From committee: Amend, and do pass as amended and re-refer to Com. on APPR. (Ayes 6. Noes 0.) (April 27). On 05/03/2021: Read second time and amended. On 05/04/2021: Re-referred to Com. on APPR ... On 06/09/2021: Referred to Coms. on G.O. and B., P. & E.D.

- **AB-1028 Telework Flexibility Act.**

Summary: Among other things, This bill would permit an individual nonexempt employee to request an employee-selected remote work flexible work schedule providing for workdays up to 10 hours per day within a 40-hour workweek and would allow an employer to implement this schedule without the obligation to pay overtime compensation for those additional hours in a workday, except as specified. The authorization would apply only if an employee is working remotely and not under the physical control of the employer. The bill would require that the flexible work schedule contain specified information and the employer's and the employee's original signatures. The bill would except split shift premiums from application to the work of employees who are working an employee-selected remote work flexible work schedule. The bill would require the Division of Labor Standards Enforcement in the Department of Industrial Relations to enforce this provision and adopt regulations.

Status: On 02/18/2021, Read first time. To print. On 02/19/2021, From printer. May be heard in committee March 21. On 03/04/2021: Referred to Coms. on L. & E. and JUD.

- **AB-1072 Small businesses: technical assistance: public contracts.**

Summary: This bill would relocate the program within the Office of Small Business Advocate, under the direction of the Small Business Advocate. The bill would expand underserved business groups to be prioritized to include disadvantaged business enterprises. The bill would additionally require the use of state funds provided pursuant to the program to support a range of programs and services delivered through one or more small business technical assistance centers, as specified. The bill would also authorize the use of state funds provided pursuant to the program for certain purposes

relating to small business technical assistance. The bill would extend the repeal date to January 1, 2027. This bill would additionally require the Department of General Services' small business advocate to additionally conduct outreach and provide assist state agencies, in collaboration with the California Disabled Veteran Business Enterprise Program Advocate and the Small Business Advocate, in improving small business and disabled business enterprise procurement participation, as specified, including outreach and providing technical assistance to small businesses seeking certification to be eligible for additional small business assistance related to these provisions.

Status: On 02/18/2021, Read first time. To print. On 02/19/2021, From Printer. May be heard in committee March 21. On 03/25/2021: From committee chair, with author's amendments: Amend, and re-refer to Com. on J.,E.D., & E. Read second time and amended. On 03/26/2021: Re-referred to Com. on J.,E.D., & E. On 04/20/2021: From committee chair, with author's amendments: Amend, and re-refer to Com. on J.,E.D., & E. Read second time and amended. On 04/21/2021: Re-referred to Com. on J.,E.D., & E. On 04/27/2021: From committee: Do pass and re-refer to Com. on APPR. with recommendation: To Consent Calendar. (Ayes 6. Noes 0.) (April 27). Re-referred to Com. on APPR ... On 06/16/2021: Referred to Coms. on B., P. & E.D. and G.O.

- **[AB-1106 Employment Training Panel: pilot program: employment training needs.](#)**

Summary: This bill, upon appropriation by the Legislature, would require the Employment Training Panel to establish a pilot program to serve the employment training needs of small businesses. The bill would require the program to leverage the capacity of the existing statewide network of community college contract education centers operating with multiple employer contracts. The bill would require the Employment Training Panel to develop the pilot project to achieve specified purposes, including strengthening the linkages between higher education institutions and employers. The bill would require the Employment Training Panel, in developing the program, to work with key workforce and economic development partners, including the Chancellor's Office of the California Community Colleges, the Governor's Office of Business and Economic Development, the Labor and Workforce Development Agency, and the California Workforce Development Board. The bill would also authorize the Employment Training Panel to establish one or more ad hoc advisory groups of stakeholders. The bill would require the Employment Training Panel to submit 2 reports to the appropriate legislative committees on the implementation of the program and program activities, as specified. The bill would repeal these provisions on January 1, 2026.

Status: On 02/18/2021, Read first time. To print. On 02/19/2021, From printer. May be heard in committee March 21. On 03/04/2021: Referred to Com. on J.,E.D., & E. On 04/28/2021: From committee: Amend, and do pass as amended and re-refer to Com. on APPR. (Ayes 6. Noes 0.) (April 27). On 04/29/2021: Read second time and amended. On 05/03/2021: Re-referred to Com. on APPR ... On 06/15/2021: From committee

chair, with author's amendments: Amend, and re-refer to committee. Read second time, amended, and re-referred to Com. on B., P. & E.D.

- **[AB-1122 Employment discrimination.](#)**

Summary: This bill would provide that, under FEHA, it is not a violation of the rights of any individual who is not chosen for an employer to hire or promote a member of a protected group, if the employer determines that the individual hired or promoted is qualified for the job and the individual hired or promoted is a member of a protected group that is underrepresented in the type of job in question in the relevant general workforce. Under the bill, the violation exemption would not apply if the individual hired or promoted is a member of a protected group that, prior to the selection of the individual, was overrepresented in the type of job in the employer's workforce or an individual challenging the hire or promotion decision is a member of a protected group that is underrepresented in the type of job in the relevant general workforce and there is substantial evidence that the individual's protected status was a substantial factor in the hire or promotion decision. The bill would define terms for its purpose.

Status: On 02/18/2021, Read first time. To print. On 02/19/2021, From printer. May be heard in committee March 21. On 03/11/2021: Referred to Coms. on L. & E. and JUD. On 03/11/2021: From committee chair, with author's amendments: Amend, and re-refer to Com. on L. & E. Read second time and amended. On 03/15/2021: Re-referred to Com. on L. & E.

- **[AB-1192 Worker Metrics Program.](#)**

Summary: Existing law establishes within the Labor and Workforce Development Agency the Department of Industrial Relations, one of the purposes of which is to foster, promote, and develop the welfare of the wage earners of California, to improve their working conditions, and to advance their opportunities for profitable employment.

This bill would establish a program in, and administered by, the agency and would require employers with more than 1,000 employees in California, as provided, to submit various statistics regarding those employees to the agency. The bill would further require the agency to collect the worker-related statistics annually and, after collection, to assign each employer to one of the 24 industries in the Global Industry Classification Standard system. The bill would require the Employment Development Department to provide the agency with specified employer information to promote compliance with the program. The bill would require the agency, on or before June 30, 2023, and on or before June 30 of each year thereafter, to publish on its internet website all worker-related statistics submitted by all employers, classified by industry. The bill would require that employer executive officers give certain information under penalty of perjury. Because this would expand the definition of a crime, this bill would impose a state-mandated local program.

Status: On 02/18/2021, Read first time. To print. On 02/19/2021, From printer, May be heard in committee March 21. On 03/18/2021: Referred to Com. on L. & E. On

03/18/2021: From committee chair, with author's amendments: Amend, and re-refer to Com. on L. & E. Read second time and amended. On 03/22/2021: Re-referred to Com. on L. & E. On 04/05/2021: From committee chair, with author's amendments: Amend, and re-refer to Com. on L. & E. Read second time and amended. On 04/06/2021: Re-referred to Com. on L. & E. On 04/26/2021: From committee: Do pass and re-refer to Com. on APPR. (Ayes 5. Noes 2.) (April 22). Re-referred to Com. on APPR ... On 06/03/2021: Ordered to inactive file at the request of Assembly Member Kalra.

- **[AB-1273 Interagency Advisory Committee on Apprenticeship: the Director of Consumer Affairs and the State Public Health Officer.](#)**

Summary: This bill would additionally make the State Public Health Officer and the Director of Consumer Affairs ex officio members of the Interagency Advisory Committee on Apprenticeship. This bill would prohibit the Department of Consumer Affairs and its various boards from prohibiting or approving an accrediting program that prohibits earn and learn programs for training in a profession licensed or certified by the board. The bill would prohibit the State Department of Public Health from prohibiting earn and learn programs for training of personnel. The bill would require boards of the Department of Consumer Affairs and the State Department of Public Health to use licensing or certification standards that authorize the use of earn and learn trainings.

Status: On 02/22/2021: Read first time. On 03/04/2021: Referred to Com. on L. & E. On 03/22/2021: From committee chair, with author's amendments: Amend, and re-refer to Com. on L. & E. Read second time and amended. On 03/23/2021: Re-referred to Com. on L. & E. On 04/26/2021: From committee: Do pass and re-refer to Com. on APPR. with recommendation: To Consent Calendar. (Ayes 7. Noes 0.) (April 22). Re-referred to Com. on APPR ... On 06/08/2021: From committee: Do pass and re-refer to Com. on HEALTH. (Ayes 5. Noes 0.) (June 7). Re-referred to Com. on HEALTH.

- **[AB-1433 Rapid Digital Upskilling for Displaced Workers Grant Program.](#)**

Summary: Existing law, the California Workforce Innovation and Opportunity Act, establishes the California Workforce Development Board as the body responsible for assisting the Governor in the development, oversight, and continuous improvement of California's workforce investment system and the alignment of the education and workforce investment systems to the needs of the 21st century economy and workforce. Under the act, the board administers a number of programs and initiatives relating to education, training, and the workforce.

This bill would establish the Rapid Digital Upskilling for Displaced Workers Grant Program, to be administered by the board. The bill would require the board to award grants to 5 counties for Rapid Digital Upskilling for Displaced Workers training programs to provide specified skills to individuals to empower them for careers in growth industries, as prescribed. The bill would establish eligible uses of training program funds and requirements for grant applications and grant awards. The bill would require the board to prepare and submit to the Legislature, by March 1, 2023, a report regarding the uses and outcomes of funds appropriated for purposes of the bill, to include, at a

minimum, prescribed information relating to program participation and effectiveness. The bill would define terms for its purposes. The bill would make implementation of the grant program contingent on appropriation by the Legislature of funds for the purposes of the bill.

Status: On 02/19/2021: Introduced. To print. On 02/20/2021: From printer. May be heard in committee March 22. On 02/22/2021: Read first time. On 03/11/2021: Referred to Com. on L. & E. On 03/22/2021: From committee chair, with author's amendments: Amend, and re-refer to Com. on L. & E. Read second time and amended. On 03/23/2021: Re-referred to Com. on L. & E. On 03/23/2021: Re-referred to Com. on L. and E.

- **[AB-1460 State employment: COVID-19 telework: costs.](#)**

Summary: Existing law authorizes the Department of Human Resources (CalHR) to expend, in accordance with law, moneys made available for its use or for the administration of any statute administered by it. Existing law vests in CalHR the administration of salaries generally and provides for the payment of miscellaneous compensation under specified circumstances. Existing law requires CalHR to provide the extent to which, and establish the method by which, ordered overtime or overtime in times of critical emergency is compensated, as specified. This bill would authorize CalHR to provide a one-time payment of an unspecified amount to employees who have been required to telework as a result of the COVID-19 pandemic in order to offset costs associated with working remotely.

Status: On 02/19/2021, Introduced. To print. On 02/20/2021: From printer. May be heard in committee March 22. On 02/22/2021: Read first time. On 03/11/2021: Referred to Com. on P.E. & R. On 04/27/2021: In committee: Set, first hearing. Hearing canceled at the request of author.

- **[AB-1539 AMENDED.](#)**

Summary: Was "Transportation electrification: Electric Vehicle Infrastructure Training Program" amended to "Commercial vessels: protection and indemnity insurance" on March 23, 2021.

Status: On 02/19/2021: Introduced. To print. On 02/20/2021: From printer. May be heard in committee March 22. On 02/22/2021: Read first time. On 03/11/2021: Referred to Com. on U. & E. On 03/23/2021: From committee chair, with author's amendments: Amend, and re-refer to Com. on U. & E. Read second time and amended.

II. **SENATE BILLS**

- **[SB-33 Apprenticeship: annual report: task force.](#)**

Summary: This bill would require the Director of Industrial Relations, on or before September 1, 2022, to convene a task force to promote apprenticeship for all populations throughout the state, to be known as the Construction Apprenticeship Advancement Task

Force, with membership as prescribed. The bill would require the task force, in consultation with specified entities, to study the recruitment, retention, and barriers to entry of women and other minority, underrepresented, and disadvantaged populations in the State of California for purposes of ensuring apprenticeship opportunities are more inclusive of those populations. The bill would require the membership of the task force to work jointly to issue a joint report to the Legislature by January 1, 2023, and by that date annually thereafter, that details best practices to promote apprenticeship for all populations throughout the state.

Status: On 12/07/2020: Introduced. Read first time. To Com. on RLS. for assignment. To print. On 03/09/2021: From committee with author's amendments. Read second time and amended. Re-referred to Com. on RLS. On 03/11/2021: From committee with author's amendments. Read second time and amended. Re-referred to Com. on RLS. On 03/18/2021: Re-referred to Com. on L., P.E. & R. On 04/06/2021: From committee: Do pass as amended and re-refer to Com. on APPR. (Ayes 5. Noes 0.) (April 5). On 04/07/2021: Read second time and amended. Re-referred to Com. on APPR. On 04/19/2021: From committee: Be ordered to second reading pursuant to Senate Rule 28.8. On 05/03/2021: Read third time. Passed. (Ayes 36. Noes 0.) Ordered to the Assembly. On 05/04/2021: In Assembly. Read first time. Held at Desk ... On 05/13/2021: Referred to Com. on L. & E.

- **[SB-46 American Rescue Plan Act funds: federal recovery funds: funded projects.](#)**

Summary: On Feb 24, 2021, the American Rescue Plan Act of 2021 (ARP) was introduced in the United States Congress. The stimulus package, if enacted into law, would, among other things, provide funding for economic relief payments to state, local, tribal, and territorial governments to speed up the United States' recovery from the economic and health effects of the COVID-19 pandemic and the ongoing recession.

This bill would require, to the extent authorized by federal law, a state agency that receives and disburses ARP funds or other federal recovery funds to consider projects' potential impact on specified goals, including, among other things, restoring frontline communities and rapidly accelerating achievement of environmental justice and climate goals, including, but not limited to, climate, environmental, and biodiversity protection and stimulating growth. The bill would require state agencies to document how proposed projects meet or align with the goals and require the Labor and Workforce Development Agency to establish an internet website where the public can track the expenditure of federal ARP funds by the state and how funded projects meet the goals.

Status: Introduced; Senate; on 12/07/2020. Read first time. To Print. May be acted upon on or before 01/07/2021. On 01/28/2021: Referred to Com. on RLS. On 03/10/2021: From committee with author's amendments. Read second time and amended. Re-referred to Com. on RLS. On 03/18/2021: Re-referred to Coms. on G.O., L., P.E. & R., and E.Q. On 03/18/2021: Referral to Com. on E.Q. rescinded because of the limitations placed on committee hearings due to ongoing health and safety risks of the COVID-19 virus.

- **[SB-74 Keep California Working Act.](#)**

Summary: Existing law establishes the Office of Small Business Advocate within the Governor's Office of Business and Economic Development for the purpose of advocating for the causes of small business and to provide small businesses with the information they need to survive in the marketplace. This bill, the Keep California Working Act, would establish the Keep California Working Grant Program. The act would require the Small Business Advocate to administer the program and award grants, of an unspecified amount, to small businesses and nonprofit organizations that have experienced economic hardship resulting from the COVID-19 pandemic. The act would appropriate \$2.6 billion dollars to the Office of Small Business Advocate for those purposes. This bill would declare that it is to take effect immediately as an urgency statute.

Status: Introduced; Senate; on 12/07/2020. Read first time. To Print. May be acted upon on or before 01/07/2021. On 02/02/2021, From committee with author's amendments. Read second time and amended. Re-referred to Com. on B., P. and E.D. On 03/11/2021: Set for hearing April 19. On 03/11/2021: April 19 set for first hearing canceled at the request of author. On 03/11/2021: From committee with author's amendments. Read second time and amended. Re-referred to Com. on B., P. & E.D.

- **[SB-209 State of emergency: termination after 45 days: extension by the Legislature.](#)**

Summary: This bill would require a state of emergency to terminate 45 days after the Governor's proclamation of the state of emergency unless the Legislature extends it by a concurrent resolution.

Status: Introduced; Senate; on 01/12/2021. Read first time. To Print. May be acted upon on or after 02/12/2021. On 02/10/2021: Referred to Com. on G.O. On 03/04/2021: From committee with author's amendments. Read second time and amended. Re-referred to Com. on G.O.

- **[SB-270 Public employment: labor relations: employee information.](#)**

Summary: Existing law requires these public employers to provide certain labor representatives with the names and home addresses of newly hired employees, as well as their job titles, departments, work locations, telephone numbers, and personal email addresses, within 30 days of hire or by the first pay period of the month following hire. Existing law also requires the public employers to provide this information for all employees in a bargaining unit at least every 120 days, except as specified. Existing law requires the Public Employment Relations Board to have jurisdiction over violations of these requirements and to have certain powers and duties related to enforcement of these requirements, except as specified. This bill, commencing July 1, 2022, would authorize an exclusive representative to file a charge of an unfair labor practice with the board, as specified, alleging a violation of the above-described requirements only if specified conditions are met, including that the exclusive representative gives written notice of the alleged violation and that the public employer fails to cure the violation, as specified. The bill would limit a public employer's opportunity to cure certain violations.

Status: On 01/28/2021, Introduced. Read first time. To Com. on RLS. for assignment. To print. On 01/29/2021, From printer. May be acted upon on or after February 28. On 02/10/2021, Referred to Coms. on L., P.E. and R. and JUD. On 02/22/2021: Art. IV. Sec. 8(a) of the Constitution dispensed with. On 02/22/2021: Joint Rule 55 suspended. (Ayes 32. Noes 4.) On 04/14/2021: From committee: Do pass as amended and re-refer to Com. on APPR. (Ayes 8. Noes 2.) (April 13). On 04/15/2021: Read second time and amended. Re-referred to Com. on APPR. On 05/04/2021: May 3 hearing: Placed on APPR suspense file ... On 06/10/2021: Referred to Coms. on P.E. & R. and JUD.

- **SB-419 Oil and gas: regulation: skilled and trained workforce.**

Summary: This bill would, except as provided, for work performed by a licensed contractor, require that the owner or operator of a well or production facility, when contracting for the performance of construction, alteration, demolition, installation, repair, or maintenance work, as defined, to be performed at the well or production facility, to require that its contractors and any subcontractors use a skilled and trained workforce, as defined, to perform all onsite work within an apprenticeable occupation, as defined, in the building and construction trades, as defined. This bill would require the chief to consider specified matter in determining whether to approve a new apprenticeship program for workers performing construction, alteration, demolition, installation, repair, or maintenance work at oil and gas wells or production facilities. The bill would authorize an apprenticeship program approved by the chief to enroll, with advanced standing, applicants with relevant prior work experience performing work at wells or production facilities, in accordance with the approved apprenticeship standards of the program.

Status: On 02/12/21: Introduced. Read first time. To Com. on RLS. for assignment. To print. On 02/22/2021: Art. IV. Sec. 8(a) of the Constitution dispensed with. Joint Rule 55 suspended. (Ayes 32. Noes 4. Page 272.) On 03/10/2021: From committee with author's amendments. Read second time and amended. Re-referred to Com. on RLS. On 03/18/2021: Re-referred to Coms. on N.R. & W. and L., P.E. & R. On 04/14/2021: From committee: Do pass as amended and re-refer to Com. on L., P.E. & R. (Ayes 7. Noes 2.) (April 13). On 04/15/2021: Read second time and amended. Re-referred to Com. on L., P.E. & R. On 04/27/2021: From committee: Do pass and re-refer to Com. on APPR. (Ayes 4. Noes 1.) (April 26). Re-referred to Com. on APPR. On 04/30/2021: Set for hearing May 10 ... On 06/14/2021: Re-referred to Coms. on L. & E. and NAT. RES. pursuant to Assembly Rule 96.

- **SB-657 Employment: electronic documents.**

Summary: This bill would provide that, in any instance in which an employer is required to physically post information, an employer may distribute certain information to employees by email with the document or documents attached. The bill would specify that this does not alter the employer's obligation to physically display the required posting.

Status: On 02/19/2021, Introduced. To Com. on RLS. For assignment. To print. On 02/22/2021: From printer. May be acted upon on or after March 24. On 02/22/2021: Read first time. On 02/22/2021: Art. IV. Sec. 8(a) of the Constitution dispensed with. On 02/22/2021: Joint Rule 55 suspended. (Ayes 32. Noes 4.) On 03/03/2021: Referred to Coms. on L., P.E. & R. and JUD. On 04/12/2021: From committee with author's amendments. Read second time and amended. Re-referred to Com. on JUD. On 04/21/2021: From committee: Do pass as amended. Ordered to consent calendar. (Ayes 11. Noes 0.) (April 20). On 04/22/2021: Read second time and amended. Ordered to consent calendar. On 04/29/2021: Read third time. Passed. (Ayes 36. Noes 0.) Ordered to the Assembly. On 04/29/2021: In Assembly. Read first time. Held at Desk ... On 06/09/2021: From committee: Do pass and re-refer to Com. on JUD. with recommendation: To consent calendar. (Ayes 7. Noes 0.) (June 8). Re-referred to Com. on JUD.

- **[SB-690 The California aerospace industry.](#)**

Summary: Existing law establishes the Governor's Office of Business and Economic Development (GO-Biz), which is administered by a director appointed by the Governor. The office serves the Governor as the lead entity for economic strategy and the marketing of California on issues relating to business development, private sector investment, and economic growth. This bill would, in addition to making certain findings and declarations, state the intent of the Legislature to enact legislation that would establish the California Aerospace Commission to develop an official space plan and oversee a special district created within the GO-Biz that would foster the growth and development of a sustainable and world-leading aerospace industry in the state, and promote aerospace business development by facilitating business financing, spaceport operations, research and development, workforce development, and innovative education programs.

Status: On 02/19/2021, Introduced. To Com. on RLS. For assignment. To print. On 02/22/2021: From printer. May be acted upon on or after March 24. On 02/22/2021: Read first time. On 02/22/2021: Art. IV. Sec. 8(a) of the Constitution dispensed with. On 02/22/2021: Joint Rule 55 suspended. (Ayes 32. Noes 4.) On 03/03/2021: Referred to Com. on RLS.

- **[SB-779 California Workforce Innovation Opportunity Act: earn and learn programs.](#)**

Summary: This bill would amend the list of "earn and learn" programs by specifying that an "earn and learn" program includes transitional jobs, as described in the federal Workforce Innovation and Opportunity Act, and subsidized employment, including, but not limited to, subsidized employment provided by an employment social enterprise, as defined, or a worker cooperative, as defined, particularly for individuals with barriers to employment.

Status: On 02/19/2021: Introduced. To Com. on RLS. for assignment. To print. On 02/22/2021: From printer. May be acted upon on or after March 24. On 02/22/2021: Art.

IV. Sec. 8(a) of the Constitution dispensed with. Joint Rule 55 suspended. (Ayes 32. Noes 4. Page 272.) On 04/06/2021: From committee: Do pass as amended and re-refer to Com. on APPR. (Ayes 5. Noes 0.) (April 5). On 04/07/2021: Read second time and amended. Re-referred to Com. on APPR. On 04/19/2021: From committee: Be ordered to second reading pursuant to Senate Rule 28.8. On 05/03/2021: Read third time. Passed. (Ayes 36. Noes 0.) Ordered to the Assembly. On 05/04/2021: In Assembly. Read first time. Held at Desk ... On 06/09/2021: From committee: Do pass and re-refer to Com. on APPR. with recommendation: To consent calendar. (Ayes 7. Noes 0.) (June 8). Re-referred to Com. on APPR.

- **[SB-805 Small nonprofit performing arts organizations: payroll and paymaster services grants: employment grants.](#)**

Summary: This bill would, upon appropriation by the Legislature, require the council to establish and administer the California Nonprofit Performing Arts Paymaster. The bill would require the council to issue a request for proposals and award contracts on a competitive basis to 2 or more nonprofit contractors to provide payroll and paymaster services to small nonprofit performing arts organizations, as defined. The bill would require the council to establish a criteria to rate and rank applicants and establish necessary contract terms. The bill would, upon appropriation, require the council to provide a nonprofit contractor selected to provide payroll services with a grant award in an amount necessary to fund the initial startup costs. This bill would authorize a nonprofit contractor providing services to charge a fee to a nonprofit performing arts organization that receives payroll or paymaster services, provided that the fee does not exceed the cost of providing the services. The bill would require a nonprofit contractor that provides services under these provisions to submit an annual report to the council by July 31 of each year that provides specified information from the prior fiscal year, including, among other things, a detailed accounting of all fees charged and collected. This bill would establish the Performing Arts Equitable Payroll Fund, and would require the council, upon appropriation by the Legislature, to establish and administer a grant program using moneys in the fund to award grants for the purpose of enabling small nonprofit performing arts organizations to hire and pay employees at least minimum wage. The bill would require the council to award the grants in amounts according to a specified matching schedule based on the adjusted gross revenue, as defined, of the organization.

Status: On 02/19/2021: Introduced. To Com. on RLS. for assignment. To print. On 02/22/2021: From printer. May be acted upon on or after March 24. Read first time. Art. IV. Sec. 8(a) of the Constitution dispensed with. Joint Rule 55 suspended. (Ayes 32. Noes 4. Page 272.) On 03/10/2021: From committee with author's amendments. Read second time and amended. Re-referred to Com. on RLS. On 03/18/2021: Re-referred to Com. on L., P.E. & R. On 04/20/2021: From committee with author's amendments. Read second time and amended. Re-referred to Com. on L., P.E. & R. On 04/27/2021: From committee: Do pass and re-refer to Com. on APPR. (Ayes 4. Noes 1.) (April 26). Re-referred to Com. on APPR. On 04/30/2021: Set for hearing May 10 ... On 06/03/2021: Referred to Coms. on A.,E.,S.,T., & I.M. and L. & E.

III. **BUDGET BILLS**

- **AB-79 Budget Act of 2020.**

Summary: The Budget Act of 2020 made appropriations for the support of state government for the 2020–21 fiscal year. This bill would amend the Budget Act of 2020 by adding items of appropriation and making other changes. This bill would declare that it is to take effect immediately as a Budget Bill.

Status: Introduced; Assembly; on 12/07/2020. Read first time. To Print. May be heard in committee on 01/07/2021. On 01/15/2021, Read third time. Passed. Ordered to the Senate. On 01/22/2021, has been set for hearing on 01/26/2021 at 1:30 p.m. On 01/25/2021, From committee chair, with author's amendments: Amend, and re-refer to committee. Read second time, amended, and re-referred to Com. on B. and F.R. On 01/26/2021, From committee: Do Pass (Ayes 16 Noes 0) – Across the Desk. On 02/02/2021, Re-referred to Com. on B. and F.R. On 02/16/2021: Joint Rule 62(a), file notice suspended. On 02/18/2021: In committee: Hearing postponed by committee. On 04/12/2021: From committee: Do pass. (Ayes 16. Noes 0.) (April 12) ... On 05/18/2021: Re-referred to Com. on B. & F.R.

- **CHAPTER 17 (AB-80): Taxation: Coronavirus Aid, Relief, and Economic Security Act: Federal Consolidated Appropriations Act, 2021.**

Summary: The Personal Income Tax Law and the Corporation Tax Law, in conformity with federal income tax law, generally define “gross income” as income from whatever source derived, except as specifically excluded, and provide various exclusions from gross income. Existing law, in conformity with the federal Coronavirus Aid, Relief, and Economic Security Act (CARES Act), and its subsequent amendments in the Paycheck Protection Program and Health Care Enhancement Act and the Paycheck Protection Program Flexibility Act of 2020, among other things, excludes any amounts of covered loans forgiven under the CARES Act from gross income for purposes of the Personal Income Tax Law and the Corporation Tax Law. Existing law reduces the amount of any credit or deduction otherwise allowed under the Personal Income Tax and the Corporation Tax Law for any amount paid or incurred by the taxpayer upon which this exclusion is based by the amount of the exclusion allowed. Existing law requires any bill authorizing a new tax expenditure to contain, among other things, specific goals, purposes, and objectives the tax expenditure will achieve, detailed performance indicators, and data collection requirements.

Existing federal law, the Consolidated Appropriations Act, 2021, prohibits reductions in tax deductions, denials of basis adjustments, and reductions in tax attributes for federal income tax purposes based on the exclusion from gross income provided in the federal CARES Act and its subsequent amendments.

This bill would exclude, for taxable years beginning on or after January 1, 2019, from gross income any advance grant amount, as defined, issued pursuant to specified provisions of the CARES Act or the Consolidated Appropriations Act, 2021, and covered

loan amounts forgiven pursuant to the Consolidated Appropriations Act, 2021. This bill would adopt, except as provided, the provisions of the Consolidated Appropriations Act, 2021, prohibiting any reduction in tax deductions, denials of basis adjustments, and reductions in tax attributes based on the exclusion from gross income provided for any loan amount forgiven in modified conformity with the federal CARES Act and its subsequent amendments. This bill would provide findings to comply with the additional information requirement for any bill authorizing a new tax expenditure. This bill would also make findings and declarations related to a gift of public funds. This bill would declare that it is to take effect immediately as an urgency statute.

Status: Introduced; Assembly; on 12/07/2020. Read first time. To Print. May be heard in committee on 01/07/2021. On 01/15/2021, Read third time. Passed. Ordered to the Senate. On 01/22/2021, has been set for hearing on 01/26/2021 at 1:30 p.m. On 01/25/2021, From committee chair, with author's amendments (From a Budget Bill to COVID-19 Relief; tenancy; federal rental assistance): Amend, and re-refer to committee. Read second time, amended, and re-referred to Com. on B. and F.R. On 01/26/2021, From committee: Do Pass (Ayes 16 Noes 0) – Across the Desk. On 02/02/2021, Re-referred to Com. on B. and F.R. On 02/18/2021, From committee: Do pass. Across the Desk. On 02/17/2021, From committee chair, with author's amendments: Amend, and re-refer to committee. Read second time, amended, and re-referred to Com. on B. and F.R. On 02/18/2021: From committee: Do pass. (Ayes 17. Noes 0.) (February 18). On 02/18/2021: Measure version as amended on February 17 corrected. On 02/18/2021: Read second time. Ordered to third reading. On 02/22/2021: Re-referred to Com. on B. & F.R. 03/02, 03, 08, 15/2021: In committee: Hearing postponed by committee. Approved by the Governor on 04/29/2021. Filed with the Secretary of State on 04/29/2021.

- **[CHAPTER 12 \(AB-88\): One-time stimulus and grant payments: garnishment: exclusion from gross income.](#)**

Summary: This bill would, except as provided, make both payments automatically exempt from a garnishment order, as defined, and would require a financial institution to employ a certain procedure to identify a deposit exempt pursuant to that provision. The bill would prohibit a financial institution that attempts to comply with those provisions in good faith from being subject to liability, as specified. The bill would also further clarify the definition of “qualified recipient” for purposes of the Golden State Stimulus payment and a “grant recipient” eligible to receive a Golden State Grant payment. The bill would appropriate \$100,000 from the General Fund to augment Schedule (1) of Item 7730-001-0001 of the 2020 Budget Act for the Franchise Tax Board to be allocated to existing California Earned Income Tax Credit outreach contracts to provide increased awareness of the Golden State Stimulus and would exempt, for the purpose of providing timely distribution of funds for Golden State Stimulus awareness, the Franchise Tax Board and its administrative partner, the Department of Community Services and Development, from all provisions of state contracting law governing the amendment of contracts.

Status: On 12/07/2021: Read first time. To print. On 12/08/2021: From printer. May be heard in committee January 7. On 01/11/2021: Ordered to second reading. On

01/12/2021: Read second time. Ordered to third reading. On 01/15/2021: Read third time. Passed. Ordered to the Senate. (Ayes 48. Noes 13. Page 164.) On 01/15/2021: In Senate. Read first time. To Com. on RLS. for assignment. On 02/18/2021: From committee chair, with author's amendments: Amend, and re-refer to committee. Read second time, amended, and re-referred to Com. on B. & F.R. On 02/18/2021: From committee: Do pass. (Ayes 13. Noes 0.) (February 18). On 02/18/2021: Read second time. Ordered to third reading. On 03/01/2021: From committee chair, with author's amendments: Amend, and re-refer to committee. Read second time, amended, and re-referred to Com. on B. & F.R. On 03/03/2021: From committee chair, with author's amendments: Amend, and re-refer to committee. Read second time, amended, and re-referred to Com. on B. & F.R. On 03/15/2021: From committee: Do pass. (Ayes 14. Noes 0.) (March 15). On 03/15/2021: Read third time. Passed. Ordered to the Assembly. (Ayes 32. Noes 0.). On 03/15/2021: In Assembly. Concurrence in Senate amendments pending. May be considered on or after March 17 pursuant to Assembly Rule 77. Assembly Rule 77 suspended. Assembly Rule 63 suspended. Enrolled and presented to the Governor at 4:40 p.m. On 03/17/2021: Approved by the Governor. Chaptered by Secretary of State - Chapter 12, Statutes of 2021.

- **[CHAPTER 7 \(SB-87\): California Small Business COVID-19 Relief Grant Program: income tax: gross income: exclusion: small business grants.](#)**

Summary: Among other things, this bill would establish the California Small Business COVID-19 Relief Grant Program within CalOSBA to assist qualified small businesses affected by COVID-19 through administration of grants. The bill would require CalOSBA to provide grants to qualified small businesses, as defined, in accordance with specified criteria, including geographic distribution based on COVID-19 restrictions, industry sectors most impacted by the pandemic, and underserved small businesses. The bill would repeal these provisions on January 1, 2024. This bill would appropriate \$2,075,000,000 from the General Fund to the Golden State Stimulus Emergency Fund to be transferred to the Office of Small Business Advocate for purposes of the program, and would allocate \$50,000,000 of those funds for eligible nonprofit cultural institutions, as defined.

Status: Introduced; Senate; on 12/16/2020. Read first time. To Print. May be acted upon on or after 01/16/2021. On 01/21/2021, Read third time. Passed (Ayes 22 Noes 2). Ordered to the Assembly. On 02/17/2021, From committee with author's amendments. Read second time and amended. Re-referred to Com. on BUDGET. On 02/18/2021: Coauthors revised. On 02/22/2021: Assembly Rule 96 and 63 suspended. On 02/22/2021: Withdrawn from committee. On 02/22/2021: Ordered to third reading. On 02/22/2021: Read third time. Passed. (Ayes 76. Noes 0.) Ordered to the Senate. On 02/22/2021: In Senate. Concurrence in Assembly amendments pending. On 02/22/2021: Assembly amendments concurred in. (Ayes 38. Noes 0.) Ordered to engrossing and enrolling. On 02/23/2021: Approved by the Governor. Chaptered by Secretary of State. Chapter 7, Statutes of 2021.

- **CHAPTER 8 (SB-88): One-time stimulus payment: delinquent accounts: Earned Income Tax Credit: statements.**

Summary: Among other things, this bill would authorize the Controller to make a one-time Golden State Stimulus payment to each qualified recipient, as defined, of an applicable amount, as specified, in a form and manner determined by the Franchise Tax Board, in order to provide relief to low-income Californians impacted by the COVID-19 emergency. This bill would create the Golden State Stimulus Emergency Fund, a new fund in the State Treasury, for the purposes of making these one-time payments, and would continuously appropriate that fund. This bill would also authorize one-time grant payments to qualified grant recipients, as defined, of \$600, to be administered by the State Department of Social Services, in order to provide relief to low-income Californians impacted by the COVID-19 emergency.

Status: Introduced; Senate; on 12/16/2020. Read first time. To Print. May be acted upon on or after 01/16/2021. On 01/21/2021, Read third time. Passed (Ayes 22 Noes 2). Ordered to the Assembly. On 02/18/2021, From committee with author's amendments. Read second time and amended. Re-Referred to Com on Budget. On 02/18/2021, From committee: Do pass. Across the Desk. On 02/22/2021: Assembly Rule 96 and 63 suspended. On 02/22/2021: Withdrawn from committee. On 02/22/2021: Ordered to third reading. On 02/22/2021: Read third time. Passed. Ordered to the Senate. On 02/22/2021: In Senate. Concurrence in Assembly amendments pending. On 02/22/2021: Assembly amendments concurred in. Ordered to engrossing and enrolling. On 02/23/2021: Approved by the Governor. Chaptered by Secretary of State. Chapter 8, Statutes of 2021.

- **CHAPTER 1 (SB-89): Budget Act of 2020.**

Summary: The Budget Act of 2020 made appropriations for the support of state government for the 2020–21 fiscal year. This bill would amend the Budget Act of 2020 by adding items of appropriation and making other changes. This bill would declare that it is to take effect immediately as a Budget Bill.

Status: Introduced; Senate; on 12/16/2020. Read first time. To Print. May be acted upon on or after 01/16/2021. On 01/21/2021, Read third time. Passed (Ayes 22 Noes 2). Ordered to the Assembly. On 01/25/2021, From committee with author's amendments (from 2021 to 2020). Read second time and amended. Re-referred to Com. on BUDGET. On 01/28/2021, Read third time. Passed (Ayes 69, Noes 0). Ordered to Senate. On 01/28/2021, Assembly amendments concurred in. (Ayes 37. Noes 0.) Ordered to engrossing and enrolling. 01/28/2021, Enrolled and presented to the Governor at 1:30 p.m. 01/28/2021, Approved by the Governor. 01/28/2021, Chaptered by Secretary of State. Chapter 1, Statutes of 2021.

- **CHAPTER 2 (SB-91): COVID-19 relief: tenancy: federal rental assistance.**

Summary: Among other things, this bill would prohibit a housing provider, tenant screening company, or other entity that evaluates tenants on behalf of a housing provider from using an alleged COVID-19 rental debt, as defined, as a negative factor for the purpose of evaluating a prospective housing application or as the basis for refusing to

rent a dwelling unit to an otherwise qualified prospective tenant. This bill, until July 1, 2021, would prohibit a person from selling or assigning unpaid COVID-19 rental debt, as defined, for the time period between March 1, 2020, and June 30, 2021. The bill would also prohibit a person from selling or assigning unpaid COVID-19 rental debt, as defined, for that same time period of any person who would have qualified for rental assistance funding, provided pursuant to specified federal law, where the person's household income is at or below 80% of the area median income for the 2020 calendar year.

Status: Introduced; Senate; on 12/16/2020. Read first time. To Print. May be acted upon on or after 01/16/2021. On 01/21/2021, Read third time. Passed (Ayes 22 Noes 2). Ordered to the Assembly. On 01/25/2021, From committee with author's amendments (from Budget Bill to COVID-19 relief). Read second time and amended. Re-referred to Com. on BUDGET. On 01/28/2021, Read third time. Passed (Ayes 71, Noes 1). 01/28/2021, Assembly amendments concurred in. (Ayes 34. Noes 0.) Ordered to engrossing and enrolling. Ordered to Senate. One 01/28/2021, Assembly amendments concurred in. (Ayes 37. Noes 0.) Ordered to engrossing and enrolling. 01/28/2021, Enrolled and presented to the Governor at 1:30 p.m. 01/28/2021, Approved by the Governor. 01/28/2021, Chaptered by Secretary of State. Chapter 2, Statutes of 2021.

- **CHAPTER 13 (SB-95): Employment: COVID-19: supplemental paid sick leave.**
Summary: This bill would appropriate \$100,000 from the General Fund to the Labor Commissioner for staffing resources to implement and enforce these provisions. This bill would, among other things, provide for COVID-19 supplemental paid sick leave for covered employees, as defined, who are unable to work or telework due to certain reasons related to COVID-19, including that the employee has been advised by a health care provider to self-quarantine due to concerns related to COVID-19. The bill would entitle a covered employee to 80 hours of COVID-19 supplemental paid sick leave if that employee either works full time or was scheduled to work, on average, at least 40 hours per week for the employer in the 2 weeks preceding the date the covered employee took COVID-19 supplemental paid sick leave. The bill would provide a different calculation for supplemental paid sick leave for a covered employee who is a firefighter subject to certain work schedule requirements and for a covered employee working fewer or variable hours, as specified. The bill would provide that the total number of hours of COVID-19 supplemental paid sick leave to which a covered employee is entitled to under these provisions is in addition to any paid sick leave available under the act, as specified.

Status: On 12/16/2021: Introduced. To Com. on RLS. for assignment. To print. On 12/17/2021: From printer. May be acted upon on or after January 16. On 01/11/2021: Read first time. On 01/15/2021: Withdrawn from committee. (Ayes 22. Noes 8. Page 76.) Ordered to second reading. Read second time. Ordered to third reading. On 01/21/2021: Read third time. Passed. (Ayes 22. Noes 2. Page 91.) Ordered to the Assembly. In Assembly. Read first time. Held at Desk. On 01/22/2021: Referred to Com. on BUDGET. On 02/16/2021: Joint Rule 62(a) suspended. (Ayes 54. Noes 15. Page 328.) On 03/15/2021: From committee with author's amendments. Read second time and amended. Re-referred to Com. on BUDGET. Assembly Rule 63 and 96 suspended.

Withdrawn from committee. Ordered to third reading. Read third time. Passed. (Ayes 53. Noes 19.) Ordered to the Senate. On 03/16/2021: In Senate. Concurrence in Assembly amendments pending. On 03/18/2021: Assembly amendments concurred in. (Ayes 29. Noes 8.) Ordered to engrossing and enrolling. Enrolled and presented to the Governor at 12:30 p.m. On 03/19/2021: Approved by the Governor. Chaptered by Secretary of State. Chapter 13, Statutes of 2021.

IV. **CANNABIS RELATED BILLS/INITIATIVES/PROPOSITIONS**

- **[AB-109 Medicinal and Adult-Use Cannabis Regulation and Safety Act.](#)**
Summary: Establishment of the Cannabis Control Appeals Panel consisting of 5 members as specified in the Medical and Adult-Use Cannabis Regulation and Safety Act.

Status: Introduced; Assembly; on 12/16/2020. Read first time. To Print. May be heard in committee on 01/16/2021.

- **[AB-273 Cannabis: advertisements: highways.](#)**
Summary: This bill would remove the existing reference to advertising or marketing on a billboard or similar device visible from an interstate highway or on a state highway within California, and would specify that a licensee seeking to advertise or market through broadcast, cable, radio, print, and digital communications is required to obtain reliable up-to-date audience composition data demonstrating that at least 71.6 percent of the audience viewing the advertising or marketing is reasonably expected to be 21 years of age or older. The bill would prohibit advertisements or marketing depicting images of minors or anyone under 21 years of age. The bill would specify that a licensee is prohibited from using objects, in its advertising or marketing, such as toys, inflatables, movie characters, cartoon characters, or from including any other display, depiction, or image designed in any manner likely to be appealing to minors. The bill would restrict a licensee from advertising free cannabis goods or giveaways of any type of products, including noncannabis products, as specified. The bill would require that all outdoor signs, including billboards, meet specified requirements, including, among others, that they be affixed to a permanent structure; that they not be placed in any location where other advertisements directed at an adult population are prohibited; that they comply with specified provisions of law; that they not contain text, except as provided; and that they do not display, depict, or image specified objects and actions, including animals, cannabis plants, leaves, food, beverages, smoking, and vaporizing, among others. The bill would require a licensee to provide the Bureau of Cannabis Control audience composition data immediately upon request. If the bureau determines that the audience composition data for advertising or marketing provided by a licensee does not comply with these provisions, or the licensee fails to provide audience composition data, the bill would require the licensee to remove the advertising or marketing placement in question. The bill would require a licensing authority to suspend a licensee's license for one year if the licensee violates the advertising and marketing restrictions. The bill would specify that the action, omission, or failure of an advertising agent, representative, or contractor retained by the licensee is an act, omission, or failure of the licensee.

Status: On 01/19/2021, Read first time. To Print. On 01/28/2021, Referred to Committee on B. & P. On 04/26/2021: From committee chair, with author's amendments: Amend, and re-refer to Com. on B. & P. Read second time and amended. On 04/27/2021: Re-referred to Com. on B. & P. On 04/27/2021: In committee: Set, first hearing. Failed passage. Reconsideration granted.

- **AB-287 Civil actions: statute of limitations.**

Summary: MAUCRSA imposes a civil penalty on a person engaging in commercial cannabis activity without a license required by MAUCRSA of up to 3 times the amount of the license fee for each violation. MAUCRSA does not supersede or limit state agencies from exercising their existing enforcement authority. MAUCRSA authorizes a local jurisdiction to enforce its provisions and the regulations promulgated by a licensing authority if delegated the power to do so by the licensing authority, as specified. Existing law generally requires an action upon a statute for a penalty or forfeiture to commence within one year. This bill would require a civil action for a penalty described above to commence within 3 years.

Status: On 01/21/2021, Read first time. To Print. On 01/28/2021, Referred to Committee on JUD. and B. & P. On 03/24/2021: From committee: Amend, and do pass as amended and re-refer to Com. on B. & P. with recommendation: To Consent Calendar. (Ayes 11. Noes 0.) (March 23). On 03/25/2021: Read second time and amended. On 03/26/2021: Re-referred to Com. on B. & P. On 04/20/2021: Coauthors revised. From committee: Do pass and re-refer to Com. on APPR. with recommendation: To Consent Calendar. (Ayes 19. Noes 0.) (April 20). Re-referred to Com. on APPR ... On 06/09/2021: Referred to Coms. on B., P. & E.D. and JUD.

- **AB-290 Cannabis testing.**

Summary: Existing law, the Medicinal and Adult-Use Cannabis Regulation and Safety Act (MAUCRSA), which includes the Control, Regulate and Tax Adult Use of Marijuana Act (AUMA), enacted by the voters at the November 8, 2016, statewide general election, provides for the licensure and regulation of commercial cannabis activity. MAUCRSA prohibits cannabis and cannabis products from being sold unless a representative sample has been tested by a licensed testing laboratory in the final form in which the cannabis or cannabis product will be consumed or used. This bill would specify that for this purpose "final form" means the unpackaged product as it will be consumed and would specify that the cannabis or cannabis product does not have to be delivered to the licensed testing laboratory in the final retail packaging to be considered in its final form.

Status: On 01/21/2021, Read first time. To Print. On 01/28/2021, Referred to Committee on B. & P.

- **AB-384 Cannabis and cannabis products: animals: veterinary medicine.**

Summary: This bill would additionally prohibit the board from disciplining a veterinarian licensed under the act who recommends the use of cannabis on an animal for medicinal purposes, unless the veterinarian is employed by or has an agreement with a cannabis

licensee, as specified. The bill would require the board to adopt guidelines, on or before January 1, 2023, for veterinarians to follow when recommending cannabis within the veterinarian-client-patient relationship, and would require the board to post the guidelines on its internet website. This bill would revise the definitions of "cannabis products," "cannabis concentrate," and "edible cannabis product" under MAUCRSA to include products intended to be used for animal consumption. The bill would define "animal" for these purposes to mean any member of the animal kingdom other than humans, including fowl, fish, and reptiles, wild or domestic, whether living or dead, but would exclude livestock and food animals, as specified.

Status: 02/02/2021, Read first time. To Print. On 02/12/2021, Referred to Com. on B. and P. On 04/05/2021: Re-referred to Com. on B. & P. On 04/14/2021: From committee: Amend, and do pass as amended and re-refer to Com. on APPR. (Ayes 18. Noes 0.) (April 13). On 04/15/2021: Read second time and amended. On 04/19/2021: Re-referred to Com. on APPR. On 04/28/2021: In committee: Set, first hearing. Referred to suspense ... On 05/20/2021: In committee: Held under submission.

- **AB-527 Controlled substances.**

Summary: This bill would exempt from Schedule III specific compounds, mixtures, or preparations that contain a nonnarcotic controlled substance in combination with a derivative of barbituric acid or any salt thereof that are listed in the federal Table of Exempted Prescription Products and have been exempted pursuant to federal law or regulation. The bill would exempt from Schedule IV specific compounds, mixtures, or preparations that contain a nonnarcotic controlled substance in combination with a chlordiazepoxide or phenobarbital that are listed in the federal Table of Exempted Prescription Products and have been exempted from scheduling under federal law or regulation.

Status: On 02/10/2021, Read first time. To print. On 02/11/2021, From printer. May be heard in committee March 13. On 02/18/2021, Referred to Com. on B. & P. On 03/15/2021: From committee chair, with author's amendments: Amend, and re-refer to Com. on B. & P. Read second time and amended. On 03/16/2021: Re-referred to Com. on B. & P. On 04/14/2021: From committee: Do pass. (Ayes 17. Noes 0.) (April 13). On 04/15/2021: Read second time. Ordered to third reading. On 04/22/2021: Read third time. Passed. Ordered to the Senate. On 04/26/2021: In Senate. Read first time. To Com. on RLS. for assignment ... On 06/10/2021: From committee chair, with author's amendments: Amend, and re-refer to committee. Read second time, amended, and re-referred to Com. on B., P. & E.D.

- **AB-1014 Cannabis: retailers: delivery: vehicles.**

Summary: This bill would require, on or before January 1, 2023, the regulations established by the bureau regarding the minimum security and transportation safety requirements to include regulations that would allow for different value tiers of cannabis goods to be carried during delivery of those cannabis goods to customers by employees of a licensed retailer based on the type of vehicle used for the delivery. The bill would

require, on or before January 1, 2023, the bureau, in coordination with the Department of the California Highway Patrol, to develop transportation safety standards for all the different value tiers of cannabis goods carried during delivery to customers by employees of a licensed retailer based on the type of vehicle used for the delivery, as specified, and to develop a standardized inspection and certification process for each delivery vehicle based on the transportation safety standards developed pursuant to the bill, including the form of the certifications, to be implemented on and after January 1, 2024.

Status: On 02/18/2021, Read first time. To print. One 02/19/2021, From printer. May be heard in committee March 21. On 03/04/2021: Referred to Com. on B. & P. On 04/20/2021: From committee: Do pass and re-refer to Com. on APPR. (Ayes 17. Noes 0.) (April 20). Re-referred to Com. on APPR ... On 05/20/2021: In committee: Hearing postponed by committee.

- **[AB-1034 Cannabis: retail preparation, sale, or consumption of noncannabis food and beverage products.](#)**

Summary: Existing law, the Control, Regulate and Tax Adult Use of Marijuana Act (AUMA), an initiative measure, authorizes a person who obtains a state license under AUMA to engage in commercial adult-use cannabis activity pursuant to that license and applicable local ordinances. The Medicinal and Adult-Use Cannabis Regulation and Safety Act (MAUCRSA), among other things, consolidates the licensure and regulation of commercial medicinal and adult-use cannabis activities, including retail commercial cannabis activity. MAUCRSA gives the Bureau of Cannabis Control in the Department of Consumer Affairs the power, duty, purpose, responsibility, and jurisdiction to regulate commercial cannabis activity in the state as provided by the act. Existing administrative law specifies that a licensed retailer may sell only cannabis accessories, the licensee's branded merchandise, and cannabis goods.

MAUCRSA does not supersede or limit the authority of a local jurisdiction to adopt and enforce local ordinances to regulate commercial cannabis businesses within that local jurisdiction. Existing law authorizes a local jurisdiction to allow for the smoking, vaporizing, and ingesting of cannabis or cannabis products on the premises of a licensed retailer or microbusiness, subject to specified restrictions.

This bill, subject to those specified restrictions, would authorize a local jurisdiction to allow for the preparation or sale of noncannabis food or beverage products, as specified, by a licensed retailer or microbusiness in the area where the consumption of cannabis is allowed.

Status: On 02/18/2021, Read first time. To print. On 02/19/2021, May be heard in committee March 21. On 03/04/2021: Referred to Com. on B. & P. On 03/04/2021: From committee chair, with author's amendments: Amend, and re-refer to Com. on B. & P. Read second time and amended. On 03/08/2021: Re-referred to Com. on B. & P. On 04/20/2021: From committee: Do pass. (Ayes 12. Noes 0.) (April 20). On 04/21/2021:

Read second time. Ordered to third reading ... On 06/09/2021: Referred to Com. on B., P. & E.D.

- **[AB-1138 Unlawful cannabis activity: civil enforcement.](#)**

Summary: MAUCRSA imposes a civil penalty on a person engaging in commercial cannabis activity without a license as required by the act, of up to 3 times the amount of the license fee for each violation. This bill would impose a civil penalty on persons aiding and abetting unlicensed commercial cannabis activity of up to \$30,000 for each violation. The bill would prohibit filing an action for civil penalties brought against a person pursuant to MAUCRSA 3 years after the first date of discovery of the violation by a licensing authority or a participating agency, whichever is earlier or earliest.

Status: On 02/18/2021, Read first time. To print. On 02/19/2021, From printer. May be heard in committee March 21. On 03/04/2021: Referred to Com. on B. & P. On 03/04/2021: From committee chair, with author's amendments: Amend, and re-refer to Com. on B. & P. Read second time and amended. On 03/04/2021: Referred to Coms. on B. & P. and JUD. On 03/23/2021: From committee: Do pass and re-refer to Com. on JUD. (Ayes 17. Noes 0.) (March 23). Re-referred to Com. on JUD. On 04/20/2021: From committee: Amend, and do pass as amended and re-refer to Com. on APPR. (Ayes 10. Noes 0.) (April 20). On 04/21/2021: Read second time and amended. On 04/22/2021: Re-referred to Com. on APPR ... On 06/09/2021: Referred to Coms. on JUD. and B., P. & E.D.

- **[AB-1256 Employment discrimination: cannabis screening test.](#)**

Summary: This bill would prohibit an employer from discriminating against a person in hiring, termination, or any term or condition of employment because a drug screening test has found the person to have nonpsychoactive cannabis metabolites in their urine, hair, or bodily fluids. The bill would exempt from its provisions an employer that is required to conduct testing for nonpsychoactive cannabis metabolites by federal law or regulations, or that would lose a monetary or licensing-related benefit for failing to conduct testing for nonpsychoactive cannabis metabolites. The bill would also exempt employment in the building and construction trades.

Status: On 02/19/2021, Introduced. To print. On 02/20/2021: From printer. May be heard in committee March 22. On 02/22/2021: Read first time. On 03/04/2021: Referred to Coms. on L. & E. and JUD. On 04/12/2021: From committee chair, with author's amendments: Amend, and re-refer to Com. on L. & E. Read second time and amended. On 04/13/2021: Re-referred to Com. on L. & E.

- **[AB-1514 Cannabis transportation and delivery.](#)**

Summary: This bill would state the intent of the Legislature to enact legislation that would relate to the transportation and delivery of cannabis and cannabis products in this state.

Status: On 02/19/2021, Introduced. To print. On 02/20/2021: From printer. May be heard in committee March 22. On 02/22/2021: Read first time.

- **SB-59 Cannabis licenses.**

Summary: This bill would prohibit a licensing authority from issuing a new provisional license to an applicant on or after July 1, 2022, unless the applicant is a qualified equity applicant, as defined by the California Cannabis Equity Act, and would authorize a licensing authority to reinstate a provisional license issued prior to July 1, 2022, to an applicant for the same activity previously licensed at the location. The bill would extend the repeal date of these provisional license provisions to July 1, 2028. By extending provisional licensure, the applications for which are required to be signed under penalty of perjury, the bill would expand the scope of the crime of perjury, and would thereby impose a state-mandated local program..

Status: Introduced; Senate; on 12/07/2020. Read first time. To Print. May be acted upon on or before 01/07/2021. On 01/28/2021, Referred to Committee on B., P. and E.D and EQ. On 03/11/2021: Set for hearing March 22. On 03/17/2021: March 22 set for first hearing canceled at the request of author. On 03/18/2021: Set for hearing April 5. On 04/05/2021: From committee: Do pass and re-refer to Com. on E.Q. (Ayes 12. Noes 0.) (April 5). Re-referred to Com. on E.Q. On 04/12/2021: From committee with author's amendments. Read second time and amended. Re-referred to Com. on E.Q. On 04/27/2021: From committee: Do pass and re-refer to Com. on APPR. (Ayes 6. Noes 0.) (April 26). Re-referred to Com. on APPR. On 04/30/2021: Set for hearing May 10 ... On 05/24/2021: Ordered to inactive file on request of Senator Caballero.

- **SB-235 Industrial hemp products.**

Summary: This bill would require a manufacturer of dietary supplements and food that includes industrial hemp to be able to demonstrate that all parts of the plant used come from a state or country that has an established and approved industrial hemp program, as defined, that inspects or regulates hemp under a food safety program or equivalent criteria to ensure safety for human or animal consumption and that the industrial hemp cultivator or grower is in good standing and compliance with the governing laws of the state or country of origin. This bill would state that a dietary supplement, food, beverage, cosmetic, or pet food is not adulterated by the inclusion of industrial hemp or cannabinoids, extracts, or derivatives from industrial hemp if those substances meet specified requirements, and would prohibit restrictions on the sale of dietary supplements, food, beverages, cosmetics, or pet food that include industrial hemp or cannabinoids, extracts, or derivatives from industrial hemp based solely on the inclusion of those substances. The bill would also prohibit a manufacturer, distributor, or seller of an industrial hemp product from including on the label, or publishing or disseminating in advertising or marketing, a health-related statement, as defined, that is untrue in any particular manner or that tends to create a misleading impression as to the effects on health of consuming products containing industrial hemp or cannabinoids, extracts, or derivatives from industrial hemp. By creating a new crime, this bill would impose a state-mandated local program. This bill would create an authorization process for hemp manufacturers who produce specified products that include industrial hemp or who produce raw hemp extract, as defined, including requirements for testing and labeling on products. The bill would authorize the department to collect specified fees, which would

be used, upon appropriation, to implement the program. By creating a new crime, this bill would impose a state-mandated local program. The bill would also impose a \$250 fee on each manufacturer who produces industrial hemp products or raw hemp extract, to be used, upon appropriation, to fund an Industrial Hemp Research Program at the University of California. The bill would require the Department of Food and Agriculture and the State Department of Public Health, in consultation with the Bureau of Cannabis Control, if necessary, to develop a process to share license, registration, cultivar, and enforcement information to facilitate compliance and enforcement against unlicensed industrial hemp product and raw extract manufacturers and retailers. The bill would make communications shared between these agencies and local law enforcement for this purpose exempt from the California Public Records Act.

Status: On 01/19/2021, Introduced. Read first time. To Com. on RLS. for assignment. To print. On 01/20/2021, From printer. May be acted upon on or after February 19. On 01/28/2021, Referred to Coms. on HEALTH, AGRI, and JUD. On 01/28/2021, Referral to Com. on JUD. rescinded because of the limitations placed on committee hearings due to ongoing health and safety risks of the COVID-19 virus. On 02/16/2021, has been set for hearing on 03/10/2021. On 03/01/2021: From committee with author's amendments. Read second time and amended. Re-referred to Com. on HEALTH. On 03/11/2021: From committee: Do pass and re-refer to Com. on AGRI. (Ayes 11. Noes 0.) (March 10). Re-referred to Com. on AGRI. On 04/06/2021: From committee with author's amendments. Read second time and amended. Re-referred to Com. on AGRI. On 04/15/2021: From committee: Do pass and re-refer to Com. on APPR. (Ayes 5. Noes 0.) (April 15). Re-referred to Com. on APPR. On 04/30/2021: Set for hearing May 10 ... On 06/01/2021: Ordered to inactive file on request of Senator Allen.

- **SB-292 Industrial hemp.**

Summary: This bill would instead require the sampling to occur within a timeframe determined by the department. The bill would require a registrant to destroy or dispose of the industrial hemp grown upon receipt of a laboratory test result described above. The bill would require that laboratory test reports of hemp include the measurement of uncertainty, as defined, associated with the test results. The bill would also require laboratories to use appropriate, validated methods and procedures for all testing activities, including when estimating the measurement of uncertainty. By adding new requirements for hemp testing, the violation of which could be a crime, this bill would impose a state-mandated local program.

Status: 02/01/2021, Introduced. Read first time. To Com. on RLS. for assignment. To print. On 02/02/2021, From printer. May be acted upon on or after March 4. On 02/10/2021, Referred to Coms. on AGRI and PUB S. On 02/22/2021: Art. IV. Sec. 8(a) of the Constitution dispensed with. On 02/22/2021: Joint Rule 55 suspended. (Ayes 32. Noes 4.) On 03/05/2021: Set for hearing March 18. On 03/18/2021: From committee: Do pass and re-refer to Com. on PUB. S. with recommendation: To consent calendar. (Ayes 5. Noes 0.) (March 18). Re-referred to Com. on PUB. S. On 04/19/2021: From committee: Be ordered to second reading pursuant to Senate Rule 28.8 and ordered to consent

calendar. On 04/20/2021: Read second time. Ordered to consent calendar. On 04/22/2021: Read third time. Passed. (Ayes 38. Noes 0.) Ordered to the Assembly. On 04/22/2021: In Assembly. Read first time. Held at Desk ... On 06/16/2021: From committee: Do pass and re-refer to Com. on APPR. (Ayes 11. Noes 0.) (June 16). Re-referred to Com. on APPR.

- **[SB-311 Compassionate Access to Medical Cannabis Act or Ryan's Law.](#)**
Summary: This bill, the Compassionate Access to Medical Cannabis Act or Ryan's Law, would prohibit specified types of health care facilities from prohibiting or interfering with a terminally ill patient's use of medicinal cannabis within the health care facility, subject to certain restrictions.

Status: Introduced on 02/04/2021. On 02/05/2021: From printer. May be acted upon on or after March 7. On 02/17/2021: Referred to Com. on HEALTH. On 02/22/2021: Art. IV. Sec. 8(a) of the Constitution dispensed with. On 02/22/2021: Joint Rule 55 suspended. (Ayes 32. Noes 4.) On 02/23/2021: Set for hearing March 10. On 03/01/2021: From committee with author's amendments. Read second time and amended. Re-referred to Com. on HEALTH. On 03/11/2021: From committee: Do pass. (Ayes 11. Noes 0.) (March 10). On 03/15/2021: Read second time. Ordered to third reading. On 03/22/2021: Read third time. Passed. (Ayes 36. Noes 0.) Ordered to the Assembly. On 03/22/2021: In Assembly. Read first time. Held at Desk ... On 06/09/2021: Read second time. Ordered to third reading.

- **[SB-398 Cannabis licenses: cannabis licensing agreements: labor peace agreement license requirement: medical marijuana identification cards.](#)**
Summary: Among other things, this bill, beginning January 1, 2022, instead would require that an applicant with 10 or more employees demonstrate that it has already entered into, and abides by the terms of, a labor peace agreement, and will maintain the labor peace agreement for the duration of the license. The bill, beginning January 1, 2022, would require an applicant with less than 10 employees that has not yet entered into a labor peace agreement to provide a notarized statement as part of its application indicating that the applicant will enter into, and abide by the terms of, a labor peace agreement within 60 days of employing its 10th employee and will maintain the labor peace agreement for the duration of the license. By expanding the crime of perjury, this bill would impose a state-mandated local program.

Status: On 02/11/2021, Introduced. Read first time. To Com. on RLS. For assignment. To print. On 02/12/2021, From printer. May be acted upon or after March 14. On 02/22/2021: Art. IV. Sec. 8(a) of the Constitution dispensed with. On 02/22/2021: Joint Rule 55 suspended. (Ayes 32. Noes 4.) On 02/25/2021: Referred to Com. on GOV. & F. On 03/11/2021: From committee with author's amendments. Read second time and amended. Re-referred to Com. on GOV. & F. On 03/23/2021: Set for hearing on 04/08/2021 upon adjournment of session. On 04/14/2021: Re-referred to Com. on B., P. & E.D. On 04/19/2021: From committee: Do pass and re-refer to Com. on APPR.

(Ayes 9. Noes 4.) (April 19). Re-referred to Com. on APPR. On 05/04/2021: May 3 hearing: Placed on APPR suspense file.

- **[SB-544 Cannabis testing.](#)**

Summary: This bill would implement the above provisions of AUMA by requiring the bureau, on or before January 1, 2023, to establish specific testing standards for the compounds and contaminants that are required to be reported on the certificate of analysis.

Status: On 20/18/2021, Introduced. Read first time. To Com. on RLS for assignment. To print. On 02/19/2021, From printer. May be acted upon on or after March 21. On 02/22/2021: Art. IV. Sec. 8(a) of the Constitution dispensed with. On 02/22/2021: Joint Rule 55 suspended. (Ayes 32. Noes 4.) On 03/03/2021: Referred to Com. on B., P. & E.D. On 03/11/2021: Set for hearing March 22. On 03/22/2021: From committee: Do pass and re-refer to Com. on APPR. (Ayes 13. Noes 0.) (March 22). Re-referred to Com. on APPR. On 04/05/2021: April 5 hearing: Placed on APPR suspense file ... On 06/03/2021: Referred to Com. on B. & P.

- **[19-0011: ACTIVE INITIATIVE – EXPANDS LEGALIZATION OF CANNABIS AND HEMP. INITIATIVE STATUTE.](#)**
- **[19-0010: ACTIVE INITIATIVE – EXPANDS LEGALIZATION OF CANNABIS AND HEMP. INITIATIVE STATUTE.](#)**
- **[19-0016: ACTIVE INITIATIVE – DECRIMINALIZES PSILOCYBIN MUSHROOMS. INITIATIVE STATUTE.](#)**

V. INITIATIVES/PROPOSITIONS

- **[20-0004: ACTIVE INITIATIVE – LIMITS STATE AND LOCAL OFFICIALS' AUTHORITY TO RESPOND TO PUBLIC HEALTH EMERGENCIES. INITIATIVE STATUTE.](#)**
- **[20-0001A1: ACTIVE INITIATIVE – REQUIRES VOTE ON WHETHER CALIFORNIA SHOULD BECOME A SEPARATE COUNTRY. INITIATIVE STATUTE.](#)**
- **[19-0028A1: ACTIVE INITIATIVE – REQUIRES STATE REGULATIONS TO REDUCE PLASTIC WASTE, TAX PRODUCERS OF SINGLE-USE PLASTICS, AND FUND RECYCLING AND ENVIRONMENTAL PROGRAMS. INITIATIVE STATUTE.](#)**
- **[19-0012: ACTIVE INITIATIVE – REPLACES STATE SENATE AND ASSEMBLY WITH SINGLE-HOUSE LEGISLATURE; INCREASES NUMBER OF LEGISLATORS. INITIATIVE CONSTITUTIONAL AMENDMENT.](#)**

- **19-0005: ACTIVE INITIATIVE – AUTHORIZES BONDS TO FUND PROJECTS FOR WILDFIRE PREVENTION, SAFE DRINKING WATER, AND PROTECTING WILDLIFE AND LANDS FROM CLIMATE RISKS. INITIATIVE STATUTE.**

PowerPoint Presentation:
Strategic Plan for FY
21/22

WITHDRAWN



COVID Rapid Reemployment and Retraining Pilot

**Training Proposal for:
7173 North Sharon Avenue Operating Company, LLC dba
San Joaquin Valley Rehab Hospital**

Contract Number: ET21-0349

Panel Meeting of: June 25, 2021

ETP Regional Office: Sacramento

Analyst: D. Jordan

PROJECT PROFILE

Contract Attributes:	COVID Job Creation Initiative SET HUA	Industry Sector(s):	Services (G) Healthcare (62) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Marin, Fresno, San Bernardino, Shasta, Sacramento, Riverside	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: 1,159	U.S.:9,000	Worldwide: 9,000
<u>Turnover Rate:</u>	2%		
<u>Managers/Supervisors:</u> (% of total trainees)	0%		

FUNDING DETAIL

In-Kind Contribution
\$675,000

Total ETP Funding
\$166,000

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	Job Creation COVID SET	Other Titles (COVID Training Bundle)	83	4-4	0	\$2,000	\$17.50
				Weighted Avg: 4			

*The Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: COVID Pilot Minimum wage for all counties is \$17.50/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	Post-Retention Wage Range	Estimated # of Trainees
Registered Nurse		44
Therapy Assistant		14
Certified Nurse Assistant		14
Licensed Vocational Nurse		11

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.

Founded in 2004 and located in Fresno, 7173 North Sharon Avenue Operating Company, LLC dba San Joaquin Valley Rehab Hospital (SJR) is owned and managed by Vibra Healthcare, LLC (Vibra), headquartered in Pennsylvania. SJR's services include skilled nursing and clinical care for patients, with specialization in patient care for people who have suffered amputation, brain injury, orthopedics surgery, hip fractures, joint replacements, major multiple trauma's, Osteoporosis, neurological disorders, Multiple Sclerosis, Parkinson disease, stroke and spinal cord injury. This is SJR's third ETP Contract and third in the last five years.

SJR will serve as the lead employer in this proposal with its five affiliates:

- 1125 Sir Francis Drake Boulevard Operating Company, LLC dba Kentfield Rehabilitation & Specialty Hospital in Kentfield (Marin County)
- Vibra Hospital of San Bernardino, LLC dba Ballard Rehabilitation Hospital in San Bernardino (San Bernardino County)
- Northern California Rehabilitation Hospital, LLC in Redding (Shasta County)
- Vibra Hospital of Sacramento, LLC dba Vibra Hospital of Sacramento in Folsom (Sacramento County)
- Vibra ES, LLC dba Vibra ES - Rancho in Rancho Mirage (Riverside County)

Special Employment Training

Under SET, the 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.

Retrainee - Job Creation

During the early onset of COVID-19, SJR limited its patient count, staff members and visitors in each facility. These elevated precautions, along with staff at times needing to self-isolate, has put a strain on staffing and services. In order to accommodate the short-term and long-term demand for patient care, SJR will be expanding services and patient capacity, hiring additional staff to meet demands.

SJR will hire 83 new employees. The date-of-hire for trainees will be within the three-month period before contract approval or within the term-of-contract. 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.

PROJECT DETAILS

Training Plan / Curriculum

The delivery method listed in curriculum will be Class/Lab, however, may use CBT, PL, or E-Learning when delivering training.

Training Type will be "COVID Training Bundle".

Other Titles/COVID Training Bundle: Training will be offered to all occupations on: Signs of Symptoms, Hand Hygiene, Proper Cleaning and Disinfecting Equipment and Supplies, Modes of Transmission of Infection and Isolation and Enhanced Standard Procedures.

Training Hours

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

High Unemployment Area

Some trainees work in Fresno County, a High Unemployment Area (HUA) with unemployment exceeding the state average by at least 25%.

Commitment to Training

The Company's current training budget is approximately \$150,000 per facility. Training programs include new hire orientation, sexual harassment prevention, safety, annual computer skills, skills updates and in-service training. 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

The Regional Director of Human Resources (Director of HR) will oversee the implementation of the training project. SJR's Training Managers and Chief Nursing Officers will coordinate training, maintain ETP documents, and coordinate training with each participating location. A Director of Staff Development at each participating location will report training performance to the Director of HR weekly. SJR has retained National Training Systems Inc. (NTS) to support project administration. The Company has a training plan in place and is ready to begin training as soon as approved.

Record Keeping

SJR will use an alternative recordkeeping method approved under the COVID-19 Response Plan.

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*
ET21-0165	\$433,044	10/05/20 – 10/04/22	523	7	0

*Based on ETP Systems, 3,235 reimbursable hours have been tracked for potential earnings of \$55,536 (12% of approved amount). There are currently 247 trainees enrolled.

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 \$ %
ET18-0108	Multiple	07/01/17 – 06/30/19	\$303,750	\$280,187 (92%)

DEVELOPMENT SERVICES

NTS in Ladera Ranch assisted with development of this proposal for a flat fee of \$10,000.

ADMINISTRATIVE SERVICES

NTS will also perform administrative services in connection with this proposal for a fee not to exceed 10% 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)

- Cardiac Rehabilitation
- Care of Bariatric Patients
- Care of the Cardiac Patient
- Care of Trauma Patient
- Correct Infection Control Practices and Personal Protective Equipment Use
- COVID-19
- Critical Care Nursing Skills
- EKG & Cardiac Monitoring
- Geriatric Nursing Skills
- Hand Hygiene
- Hemodynamic Monitoring
- Hospice Nursing Skills
- Intra-Aortic Balloon Pump (IABP) Therapy
- Intracranial Pressure Monitoring & Ventriculostomy
- Isolation and Enhanced Standard Procedures
- Management of the Renal Transplant Surgical Patient
- Mask Safety Including N-95 Fit Testing and N-95 Seal Check
- Medical/Surgical Nursing Skills
- Modes of Transmission of Infection
- Occupational Therapy Skills
- Oncology Nursing Skills
- Orthopedic Nursing Skills
- Patient Assessment and Care
- Personal Protective Equipment
- Physical Therapy Skills
- Post-Neurological Injury Nursing Skills
- Post-Orthopedic Surgery Nursing Skills
- Post-Trauma Injury Nursing Skills
- Pre and Post-Operative Care
- Proper Cleaning and Disinfecting Equipment and Supplies
- Proper Donning and Doffing of Personal Protective Equipment
- Signs and Symptoms
- Speech & Language Pathology Skills
- Telemetry Nursing Skills
- Total Parenteral Nutrition
- Ventilator & Tracheotomy Care

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: Avid Bioservices, Inc.

Contract Number: ET21-0313

Panel Meeting of: June 25, 2021

ETP Regional Office: North Hollywood

Analyst: M. Niquet

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:	Orange	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: 250	U.S.: 254	Worldwide: 254
Turnover Rate:	13%		
Managers/Supervisors: (% of total trainees)	5%		

FUNDING DETAIL

In-Kind Contribution
\$150,000

Total ETP Funding
\$150,000

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	Job Creation COVID SET	Other Titles (COVID Training Bundle)	75	4-4	0	\$2,000	\$17.50
				Weighted Avg: 4			

***Post-Retention Wage is the Contractual Wage**

Minimum Wage by County: COVID Pilot Minimum wage for all counties is \$17.50/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	Post-Retention Wage Range	Estimated # of Trainees
Corporate Support Staff		1 1 4
Engineering/IT Staff		4 15
Manufacturing Staff		6 20
Product Development/Quality Staff		1 2 15
Supervisor/Manager		6

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.

Founded in 2002 and headquartered in Tustin, Avid Bioservices, Inc. (Avid Bio) (www.avidbio.com) is a contract development and manufacturing organization (CDMO) focused on development and current Good Manufacturing Practices of biopharmaceutical drug substances derived from mammalian cell culture. The Company provides a range of process development,

clinical and commercial manufacturing services for the biotechnology and biopharmaceutical industries.

This is Avid Bio's first ETP Contract. The Company has four locations in Tustin. All locations will participate in the ETP-funded training

Special Employment Training

Under SET, the 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.

Veterans Program

Even though this proposal does not include a Veteran's Job Number component, the Company posts jobs on boards that target Veteran hiring (i.e. CalJOBS, Veteran's Advantage Jobs and Career Network etc.) In addition, Avid Bio works with local colleges like California State Fullerton and California State Long Beach to target veteran recruitment on campus.

Retrainee - Job Creation

The Company will hire 75 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.

Since the pharmaceutical industry was deemed an essential business sector, development and manufacturing operations have continued at Avid Bio throughout the pandemic. As a critical supply chain manufacturer for the pharmaceutical industry, the Company has seen an increase in demand for its services, specifically services involving COVID-19 programs which include extensive drug discovery, development and implementation efforts. This includes novel antibodies (and antibody-like treatments) that could lessen the effects of infection by SARS-CoV-2 as well as focusing on large molecules for oncology and other diseases.

As COVID-19 vaccines and therapeutics are rolled out worldwide, demand for the services of Contract Development and Manufacturing Organizations (CDMO) continues to skyrocket. CDMOs provide a wide array of services to pharma companies: drug development and clinical supply, commercial active pharmaceutical ingredient and drug manufacturing and packaging. CDMOs have gone to great lengths to meet the needs of their biopharmaceutical customers during the COVID-19 crisis. Additionally, Avid Bio entered into a process development and manufacturing agreement with Oragenics, Inc. (Oragenics). Avid Bio provides Oragenics with analytical method development, process development, and drug substance manufacturing services to support development of Oragenics' novel COVID-19 spike protein vaccine candidate. Most recently, Avid Bio also entered into a manufacturing agreement with Humanigen in an effort to expand production capacity for Lenzilumab, Humanigen's complex biologic therapeutic candidate in development for COVID-19 treatment.

In order to meet this critical demand, Avid Bio's newly hired trainees will go through a training program designed to provide them the skills to successfully meet the rapidly changing industry

needs of the community and its customers while also ensuring safety of its employees while minimizing any impact on the continuity of its operations.

PROJECT DETAILS

Training Plan / Curriculum

The delivery method listed in curriculum will be Class/Lab and E-Learning in the following:

Other Titles (COVID Training Bundle): Training will be offered to all occupations in related safety training that include courses in pandemic preparedness/prevention, and Company core skills.

Training Hours

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

➤ Training Infrastructure

The Senior Director of Human Resources will be responsible for overseeing all aspects of the contract with the assistance of two Senior HR Business Partners who will manage training documentation throughout all four training locations. The Company also has three formal trainers and several subject matter experts that will also be responsible for managing the scheduling, delivery and documentation of training. The Company 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.

Commitment to Training

Avid Bio spends approximately \$40,000 annually for training and includes new hire orientation, sexual harassment prevention, diversity and basic computer skills.

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.

Record Keeping

The Company will use an ETP approved alternate record keeping process for this project.

DEVELOPMENT SERVICES

Training Funding Partners in Fountain Valley assisted with development for a flat fee of \$4,800.

ADMINISTRATIVE SERVICES

Training Funding Partners 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

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
- Improved Manufacturing Processes
- Process/Quality Improvement Procedures
- Proprietary System Skills

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:

Blue Rock Business Management, LLC

Contract Number: ET21-0311

Panel Meeting of: June 25, 2021

ETP Regional Office: Sacramento

Analyst: J. Dongallo

PROJECT PROFILE

Contract Attributes:	COVID Job Creation Initiative SET HUA	Industry Sector(s):	Agriculture (B) Services (61,71,72,81,92) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Mendocino, Sonoma	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: 86	U.S.: 86	Worldwide: 86
<u>Turnover Rate:</u>	8%		
<u>Managers/Supervisors:</u> (% of total trainees)	0%		

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	Job Creation COVID SET	Other Titles (COVID Training Bundle)	100	4-4	0	\$2,000	\$17.50
				Weighted Avg: 4			

Minimum Wage by County: COVID Pilot Minimum wage for all counties is \$17.50/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	Post-Retention Wage Range	Estimated # of Trainees
Cultivation Staff		14
		18
Processing Staff		20
		38
Production Staff		8
		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 2016 and headquartered in Cotati, Blue Rock Business Management, LLC (Blue Rock) (www.henrysonline.com) grows and manufactures cannabis products. Blue Rock is a seed to sale vertically integrated medical and recreational cannabis company. The Company’s main products are cannabis flowers and pre-rolled smokes. Blue Rock distributes its product to retailers throughout the state that sell directly to consumers. The Company has three locations in Mendocino (2) and Sonoma County. Training will be conducted at all three locations. This is Blue Rock’s first ETP Contract.

Special Employment Training

Under SET, the 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 up to \$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.

Veterans Program

The Company hires and participates in Veteran Job Fairs, but does not actively track hired Veterans.

Retrainee - Job Creation

The Company will hire 100 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.

During the height of the COVID pandemic, Blue Rock lost approximately 75 full-time employees. However, with more business restrictions being lifted, the Company is currently experiencing greater product demand and anticipates rehiring all positions decreased by the pandemic. In addition, Blue Rock will add one new production facility in the beginning of 2022 to meet these consumer demands. Training will focus on onboarding new staff and COVID safety protocols and guidelines. Training allows Blue Rock to maintain COVID guidelines and ensures customer expectations are met.

PROJECT DETAILS

Training Plan / Curriculum

The delivery method listed in curriculum will be Class/Lab, however, may use CBT, PL, or E-Learning when delivering training.

Training Type will be "COVID Training Bundle".

Other Titles/COVID Training Bundle: Training will be offered to all occupations on: Account Management, Customer Relationship Management, Forklift Training, Heat Stress Prevention, Machine Operation, Organic Growing, Pesticide Safety Training, Plant Identification, Post-Harvest Processing, Quality Assurance and Soil Management.

Training Hours

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

High Unemployment Area

Forty trainees work in a High Unemployment Area (HUA), with unemployment exceeding the state average by at least 25%. The Company's location in Laytonville (Mendocino County) is in an HUA.

Record Keeping

Blue Rock will use an alternate recordkeeping method approved under the COVID-19 Response Plan.

Commitment to Training

Blue Rock has an annual training budget of approximately \$18,000 per facility and includes state-mandated safety training, supplies and equipment, health screens, cleaning and disinfecting.

ETP funds will not displace the existing financial commitment to training. ETP funds will support the Company's ongoing financial commitment to training. At the completion of the ETP training, Blue Rock will continue to provide its workforce the skillsets they need to develop and grow within the Company. Safety training is, and will continue to be provided, in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

The Human Resources Director and HR Administrative Manager will oversee training and administration of the ETP Contract including collecting, submitting, and uploading training rosters to ETP Online Tracking. 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.

A third party administrator will assist with the implementation, compliance, reporting and reimbursements for the contract. Training will be provided by in-house facility experts and vendors as needed.

DEVELOPMENT SERVICES

Training Refund Group in Anaheim assisted with development at no cost.

ADMINISTRATIVE SERVICES

Training Refund Group 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**

4-4 Trainees may receive any of the following:

OTHER TITLES (COVID-19 Bundle)

- Accident Investigation
- Account Management
- BACKBONE Software Agriculture
- Cleaning, Sanitizing and Disinfecting
- Coaching Skills
- Customer Relationship Management
- Defensive Driving
- Emergency Evacuation
- Forklift Training
- Good Documentation Practices
- Hazard Communication
- Heat Stress Prevention
- Injury Illness and Injury Prevention
- Integrated Pest Management
- Inventory Management
- Leadership Development
- Lifting and Body Mechanics
- Machine Operation
- New User Systems/Applications
- Organic Growing
- Pesticide Safety Training
- Plant Identification
- Post-Harvest Processing
- Product Food Handling
- Quality Assurance
- Reporting Procedures
- Soil Management
- TRYM Software Agriculture

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



Training Proposal for:
Bradford College of Nursing
Contract Number: ET21-0350

Panel Meeting of: June 25, 2021

ETP Regional Office: Sacramento

Analyst: J. Fetsch

PROJECT PROFILE

Contract Attributes:	New Hire SET Priority Rate HUA	Industry Sector(s):	MEC (H) Healthcare (62) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	San Joaquin	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
\$165,600		\$15,885 12%		\$181,485

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 HUA Priority Rate	Commercial Skills, Other Titles- Job Readiness Skills	45	8-260	0	\$4,033	\$15.50
				Weighted Avg: 160			

***Post-Retention Wage is the Contractual Wage**

Minimum Wage by County: \$14.00 per hour for San Joaquin 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

Participating employers may use health benefits to meet the Post-Retention Wage.

Wage Range by Occupation		
Occupation Titles	Post-Retention Wage Range	Estimated # of Trainees
Certified Nursing Assistant		45

INTRODUCTION

Founded in 1996 and located in Stockton, Bradford College of Nursing (Bradford Nursing) (<https://bradfordcareer.org>) is a private vocational training facility providing healthcare skills to individuals seeking new or enhanced employment. Bradford Nursing is approved by the Bureau of Private Post-Secondary Education (BPPE) as well as the CDPH (California Department of Public Health). Bradford Nursing is committed to educating and providing the community with well-trained individuals specific to the healthcare industry. This is Bradford Nursing's first ETP Contract.

Veterans Program

Bradford Nursing does not actively recruit Veterans, however, the training plan may include Veterans.

PROJECT DETAILS

Bradford Nursing has been training and placing unemployed individuals for more than two decades and has established a network of local Skilled Nursing Facilities and Acute Care Hospitals that contact the school on a regular basis in search of graduates prepared to enter the workforce. Bradford Nursing has provided graduates to care facilities with an aging population at higher risk of COVID 19.

Since the beginning of the pandemic, the need for well-trained healthcare workers has grown substantially. Based on demand in the labor market and Bradford Nursing's years of experience, this proposal will provide New Hire trainees (Job Number 1) an average of 160 training hours in Certified Nursing Assistant (CNA) skills needed to meet quality standards set by the California Department of Public Health to enter or re-enter the workforce. Trainees will learn to assist

nursing staff with patients' daily living practices and personal care, as well as respond to restorative needs such as physical therapy, mobility techniques, and rehabilitation.

Training Plan

Training will be delivered via Class/Lab in the following:

Commercial Skills – Training will be provided in theory and practical application skills required for employment as a CNA. Topics include Observation and Charting, Patient Care Procedures, Rehabilitative Nursing, and Long Term Care Patient/Resident.

Other Titles (Job Readiness Skills) – Training will be provided in the skills needed to find jobs, including Interviewing Skills and Resume Building.

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

Bradford Nursing's School Administrator will oversee the project. Additionally Bradford Nursing has designated six staff members to perform project administration including marketing, recruitment, enrolling and tracking the training in ETP's online systems.

Impact/Outcome

Successful participants will receive certification as a CNA from the California Department of Public Health. This will prepare participants to meet state requirements for employment in the field, and deliver skills that will lead to placement with companies that provide secure, long-term employment. ETP reimbursement is contingent upon receiving a certification and employment as a CNA.

Marketing and Support Costs

Bradford Nursing will recruit through its website, flyers, and social media accounts (i.e. Facebook and Instagram). The School is able to reach a broad community of existing and potential students through content generation and advertising opportunities offered by these sites. Bradford Nursing has partnered with the WIOA Program of the San Joaquin County Worknet for the past two years assist in providing skills unemployed workers. Trainee recruitments are also conducted via networking and word-of-mouth referrals.

With its marketing efforts, Bradford Nursing requests 12% support costs to assist with the continual need for trainee recruitment including intake assessment to determine eligibility, job development, job search assistance and placement.

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. However, New Hire trainees qualify for the Standard Minimum Wage by county.

➤ **Wage Modification**

All trainees in Job Number 1 work in San Joaquin County, a High Unemployment Area (HUA) with unemployment exceeding the state average by 25%.

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. Bradford Nursing is requesting a wage modification from \$15.65 per hour to \$15.50 per hour for Job Number 1.

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).

Bradford Nursing is eligible as a training agency based on the following:

- Approved by the Bureau of Private Postsecondary Education (BPPE)
- Approved by the California Department of Public Health (CDPH)

Tuition Reimbursement

Bradford Nursing 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.

DEVELOPMENT SERVICES

N/A

ADMINISTRATIVE SERVICES

N/A

TRAINING VENDORS

N/A

Exhibit B: Menu Curriculum**Class/Lab Hours**

8 - 260 Trainees may receive any of the following:

COMMERCIAL SKILLS

- Body Mechanics
- Communication/Interpersonal Skills
- Death and Dying
- Emergency Procedures
- Introduction to Nurse Assistant
- Long Term Care Patient/Resident
- Medical and Surgical Asepsis
- Nutrition
- Observation and Charting
- Patient Care Procedures
- Patient Care Skills
- Patient/Resident Abuse
- Patients/Resident Rights
- Prevention and Management of Catastrophe and Unusual Occurrences
- Rehabilitative Nursing
- Weights and Measures
- Vital Signs

OTHER TITLES (JOB READINESS SKILLS)

- Employment Applications
- Interviewing Skills
- Resume Building
- Work Place Etiquette

<p>Note: Reimbursement for new hire training is capped at 260 total training hours per trainee, regardless of the method of delivery.</p>



COVID Rapid Reemployment and Retraining Pilot

Training Proposal for: Bumble Bee Foods, LLC

Contract Number: ET21-0329

Panel Meeting of: June 25, 2021

ETP Regional Office: North Hollywood

Analyst: M. Reeves

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:	Los Angeles, San Diego	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: 535	U.S.: 535	Worldwide: 5,000
<u>Turnover Rate:</u>	3%		
<u>Managers/Supervisors:</u> (% of total trainees)	10%		

FUNDING DETAIL

In-Kind Contribution
\$205,000

Total ETP Funding
\$188,000

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	Job Creation COVID SET	Other Titles (COVID Training Bundle)	94	4-4	0	\$2,000	\$17.50
				Weighted Avg: 4			

*Post-Retention Wage is the Contractual Wage

Minimum Wage by County: COVID Pilot Minimum wage for all counties is \$17.50/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 \$2.13 per hour may be used to meet the Post-Retention Wage.

Wage Range by Occupation		
Occupation Titles	Post-Retention Wage Range	Estimated # of Trainees
Administrative Staff		3
		4
Customer Service Staff		2
		2
		4
Engineering Staff		4
		4
Manager/Supervisor		2
		5
		2
Production Worker		42
Support Staff		3
		8
		9

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.

Founded in 1899, Bumble Bee Foods, LLC (Bumble Bee) (www.bumblebee.com), is a producer and marketer of canned albacore tuna, canned salmon, and specialty canned seafood products in the United States. Bumble Bee’s wholesale customer base includes Costco, Walmart, Target,

Albertsons, Vons, Ralphs, U.S. Foods, and Sysco. Bumble Bee's manufacturing facility is located in Santa Fe Springs and its corporate headquarters is located in San Diego. Training will take place at both Bumble Bee locations.

Special Employment Training

Under SET, the 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 use of \$2.13 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.

Veterans Program

Although there is no separate Veterans component in this project, Bumble Bee participates in Veteran job fairs in the Los Angeles and San Diego areas to support individuals who served in the armed forces as they transition into the civilian workforce.

Retrainee - Job Creation

Bumble Bee will hire 94 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. The recall or rehire of laid-off workers (backfilling) is allowed to renew a workforce that was reduced due to economic conditions or other reasons leading to attrition.

The COVID-19 pandemic caused many people to stay at home for extended periods of time, thus leading to more meals being prepared at home. As a result, Bumble Bee has experienced an increase in demand for its canned food products, especially its popular albacore tuna. With rising growth in sales, the Company needs to hire new workers across all occupations to meet demand and remain competitive in the industry.

PROJECT DETAILS

Training Plan / Curriculum

Training will be delivered via Class/Lab or E-Learning by in-house subject matter experts and experienced training vendors as needed.

Training Type will be "COVID Training Bundle".

Other Titles/COVID Training Bundle: Training will be offered to all occupations and will focus on COVID-19 safety requirements, facility cleanliness, food safety, production procedures, quality control, product packaging, and sanitation. The proposed training is designed to keep employees safe and working, while mitigating potential disruptions in the supply chain.

Training Hours

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

Temporary to Permanent Hiring

The Company expects to train 10 workers under Panel guidelines for the Temporary-to-Permanent program (Job Number 1). 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 six 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.

Electronic Recordkeeping/LMS

Staff has reviewed and approved the use of a Learning Management System for recordkeeping.

Commitment to Training

Bumble Bee spends approximately \$215,000 on training annually for its two California locations combined. Company-funded training includes new hire orientation, FDA training, first aid, and sexual harassment prevention. 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

The Director of Corporate EHS will oversee project administration. In addition, the Human Resources Generalist, as well as multiple Safety Managers at both locations will handle training coordination, scheduling, delivery, and tracking/reporting. The Company has also retained an administrative subcontractor to assist with ETP recordkeeping requirements.

Record Keeping

Bumble Bee is using an alternative recordkeeping method approved under the COVID-19 Response Plan.

DEVELOPMENT SERVICES

National Training Company, Inc. in Irvine assisted with development for a flat fee of \$10,000.

ADMINISTRATIVE SERVICES

National Training Company, Inc. 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**

4 - 4 Trainees may receive any of the following:

OTHER TITLES (COVID BUNDLE)

- COVID-19 Procedures
- Compliance Tracking
- Communication Skills
- Equipment Cross Training
- Equipment Maintenance and Repair Skills
- Facility Cleanliness
- Food Processing Equipment
- Good Manufacturing Practices
- Inventory Tracking
- Leadership Skills
- Lean Manufacturing
- Manufacturing Operating Procedures
- Problem Solving
- Product Knowledge
- Product Packaging
- Quality Control
- Safety Leadership
- Safety Quality Food Certification
- Sanitation
- Team Building

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



**Training Proposal for:
Central California Builders Exchange**

Contract Number: ET21-0352

Panel Meeting of: June 25, 2021

ETP Regional Office: Sacramento

Analyst: C. Kaiser

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate SET SB <100 HUA	Industry Sector(s):	MEC (H) Construction (23) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Fresno, Kern, Kings, Madera, Merced, San Joaquin, Stanislaus, Tulare	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
\$105,800		\$7,360 8%		\$113,160

In-Kind Contribution:	50% of Total ETP Funding Required	\$128,800
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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	Retrainee Priority Rate SET	Business Skills, Computer Skills, Commercial Skills, HazMat, Hazwoper, OSHA 10/30	36	8-200	0	\$492	\$26.08
				Weighted Avg: 20			
2	Retrainee Priority Rate SET SB <100	Business Skills, Computer Skills, Commercial Skills, HazMat, Hazwoper, OSHA 10/30	125	8-200	0	\$492	\$26.08
				Weighted Avg: 20			
3	Retrainee Priority Rate SET HUA	Business Skills, Computer Skills, Commercial Skills, HazMat, Hazwoper, OSHA 10/30	18	8-200	0	\$492	\$18.00
				Weighted Avg: 20			
4	Retrainee Priority Rate SB <100 SET HUA	Business Skills, Computer Skills, Commercial Skills, HazMat, Hazwoper, OSHA 10/30	51	8-200	0	\$492	\$18.00
				Weighted Avg: 20			

***Post-Retention Wage is the Contractual Wage**

Minimum Wage by County: Job Numbers 1 and 2 (SET): \$26.08 per hour SET Statewide Priority Average; **Job Number 3 and 4 (SET/HUA):** \$14.34 per hour for Kern, Kings, Merced, and Tulare 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 up to \$2.50 per hour in health benefits to meet the Post-Retention Wage.

Wage Range by Occupation		
Occupation Titles	Post-Retention Wage Range	Estimated # of Trainees
Job Number 1		
Administrative Staff		4
		4
Construction Workers		1
		3
Electricians		2
Engineers		2

Estimators		6
Project Managers		8
Safety Director		5
Surveyors		1
Job Number 2		
Administrative Staff		14
		13
Construction Workers		3
		3
Electricians		6
Engineers		7
Estimators		18
Owner	N/A	21
Project Managers		24
Safety Director		14
Surveyors		2
Job Number 3		
Administrative Staff		11
		5
Construction Workers		1
		1
Job Number 4		
Administrative Staff		31
		14
Construction Workers		2
		4

INTRODUCTION

Founded in 1903 and located in Fresno, Central California Builders Exchange (CCBE) (www.cencalbx.com), is a professional membership organization with more than 500 members in the construction industry. CCBE is comprised of 50 large and 450 small businesses in every facet of construction and construction-related services throughout the Central Valley. CCBE primarily serves small business member companies in the construction industry. The organization provides training opportunities, resources, and business opportunities needed in order for these small businesses to thrive.

CCBE represents that ETP funds will not displace any existing approved apprenticeship program. CCBE provides training, resources, and technical assistance to help meet the challenges of preparing the workforce for the future. The training programs CCBE offer are to help employees in the construction industry increase their skills and job opportunities. Customized training for individual employers will be provided at CCBE's office location and at the employers' facilities. CCBE serves businesses throughout Central California. This is CCBE's first ETP Contract.

Veterans Program

Employers who will be participating in this Contract do not actively track the hiring of Veterans.

PROJECT DETAILS

The construction industry in the Central Valley is expanding and will continue to expand for the next five years. Expansions include new housing developments, highspeed rail, Indian Gaming Casino expansions, prison and jail expansions, the Fresno Chaffee Zoo expansion, and the revitalization of the Fulton Mall in Fresno.

Training courses offered at CCBE will focus on specialized training for businesses in areas such as Blueprint Reading, OSHA, Estimating, Bidding, and Environmental Hazards. Generalized training, such as Equipment Operation or Company specific training, will be provided at the participating employer's location.

Training Plan

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

Business Skills: Training will be offered to all occupations. Training will provide the skills to effectively and efficiently maintain business operations. Training topics include Business Development, Customer Service, and Public Works Contracting.

Commercial Skills: Training will be offered to all occupations except Administrative Staff. Training will improve upon employees' knowledge of proper techniques for working with equipment and production. Training topics include Project Scheduling, Trenching, and Electrical Safety.

Computer Skills: Training will be offered to all occupations. Training will improve software skills. Training topics include Online Plan Service and Timberline Software.

Hazardous Materials: Training will be offered to all occupations except Administrative Staff. Training will focus on developing knowledge of proper use, disposal, and cleanup of hazardous materials. Training topics include Asbestos Removal and Bloodborne Pathogens.

Certified Safety Training

1. 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.
2. Hazardous Waste Operations and Emergency Response Standard (HAZWOPER). This training is a series of courses specifically designed for workers who handle hazardous substances as first-responders, or clean-up as needed at a hazard disposal or emergency site. It consists of 40 hours of classroom or CBT training, for workers stationed at the hazard site; and 24 hours for workers who visit the site (e.g., engineers). Field training is also required, although not funded by ETP. Completion of the training results in a certificate that expands employment opportunities. Each certification requires an 8-hour annual refresher course. This 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. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law. Training varies by participating employers, is both job specific and companywide, and includes safety, legal compliance, product knowledge, and on-the-job training.

➤ Training Infrastructure

Training will be delivered primarily at CCBE's location as they have the space to provide parking and training rooms with occasional training at the participating employers' site. This training plan helps small businesses provide needed training to employees they would not otherwise be able to afford. Participating employers will also provide qualified trainers who will train their own employees.

CCBE has three staff members, an Office Manager/Training Coordinator and two additional staff members, who will oversee the administration of the ETP Contract. In addition to the assigned staff members, CCBE has also retained the services of a subcontractor with extensive ETP experience to assist with administration.

Special Employment Training and High Unemployment Area

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.

➤ Wage Modification

For trainees employed in a priority industry, the Panel may modify the ETP Minimum Wage by up to 25% below the statewide hourly wage (from \$34.77 to \$26.08). CCBE requests this wage modification.

Additionally, trainees in Job Numbers 3 and 4 work in a High Unemployment Area (HUA), a region with unemployment exceeding the state average by at least 25%. Participating employers located in Kern, Kings, Merced, and Tulare counties are in an HUA. For these trainees, the Panel may reduce the Priority Industry SET Wage to the ETP Standard Wage by county. CCBE requests a wage modification for trainees in Job Numbers 3 and 4 from \$26.08 per hour to \$18.00 per hour.

Marketing and Support Costs

CCBE markets directly to their members through mail, email, and website marketing. In addition, training vendors will conduct direct marketing. Support costs will be used to recruit additional participating employers and assess employer specific job training requirements throughout the term of the project. Staff recommends the 8% support costs.

Trainer Qualifications

Training will be delivered by vendors who are subject-matter experts. In addition, some training may also be provided by experienced trainers who work for participating employers.

Record Keeping

CCBE will use of an ETP approved alternative record keeping process for this project.

DEVELOPMENT SERVICES

Sierra Consulting Services in El Dorado Hills assisted with development of this proposal for a flat fee of \$5,290.

ADMINISTRATIVE SERVICES

Sierra Consulting Services 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 Hours**

8-200 Trainees may receive any of the following:

BUSINESS SKILLS

- Bidding
- Business Development
- Business Fundamentals
- Communication Skills
- Conflict Resolution
- Construction Contracts and Pitfalls
- Contract Writing
- COVID 19 Awareness and Prevention
- Customer Service
- Estimating
- Financial Management
- Leadership Skills
- Payroll
- Performance Management
- Permits and Regulations
- Public Works Contracting
- Sales and Marketing

COMMERCIAL SKILLS

- Aerial Lifts
- Blueprint Reading
- Building Code Updates
- Commercial Buildings
- Confined Space
- Construction Job Site Preparation
- Crane Operation
- Demolition
- Electrical Safety
- Equipment Operation
- Fall Protection
- Forklift Training
- Heat Illness Protection Plan (HIPP) Training
- Lien Laws
- PPE's (Personal Protection Equipment)
- Project Management
- Project Scheduling
- Qualified Rigger/Signal Person
- QSD/QSP Training (Qualified Storm Water Pollution and Prevention Plan Developer and Practitioner)
- Residential Buildings
- Respiratory Protection
- Rigger Training
- Safety and Health Management

- Scaffolds
- Scissorlift Training
- Traffic Control
- Trenching
- Walking on Working Surfaces
- Wildfire Clean-up
- Wildfire Rebuilding

COMPUTER SKILLS

- Microsoft Office (Intermediate/Advanced)
- Online Plan Service
- QuickBooks
- Timberline Software

HAZARDOUS MATERIALS

- Asbestos Removal
- Bloodborne Pathogens
- Environmental Hazards
- Handling/Cleaning/Disposal
- Restoration/Remediation (Mold, Smoke, Water)
- Silica Dust
- Wildfire Smoke Environment

HAZWOPER

- HAZWOPER 40

OSHA 10/30 (Certified OSHA Instructor)

- OSHA 10
- OSHA 30

Safety Training cannot exceed 50% of total training hours per-trainee (This cap does not apply to 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: Central California Builders Exchange
Reference No: 21-0288

CCG No.: ET21-0352
Page 1 of 13

ALPHABETIZE BY COMPANY NAME

Company: 3D Technology Services	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 2544 N. Renn Avenue	
City, State, Zip: Fresno, CA 93727	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 3	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 9	
Total # of full-time company employees in California: 9	
Company: A-C Electric	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 2560 S. East Avenue	
City, State, Zip: Fresno, CA 93706	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 9	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 48	
Total # of full-time company employees in California: 48	
Company: Agee Construction Corporation	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 1039 Hoblitt Avenue	
City, State, Zip: Clovis, CA 93612	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 5	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 20	
Total # of full-time company employees in California: 20	
Company: Alert-O-Lite	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 2379 S. G Street	
City, State, Zip: Fresno, CA 93721	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 2	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 48	
Total # of full-time company employees in California: 48	

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: Central California Builders Exchange	CCG No.: ET21-0352
Reference No: 21-0288	Page 2 of 13

Company: American Paving	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 315 N. Thorne Avenue	
City, State, Zip: Fresno, CA 93706	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 8	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 75	
Total # of full-time company employees in California: 75	

Company: Builders Concrete	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 3664 W. Ashlan Avenue	
City, State, Zip: Fresno, CA 93722	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 6	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 65	
Total # of full-time company employees in California: 65	

Company: Calaveras Materials, Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 2095 E. Central Avenue	
City, State, Zip: Fresno, CA 93725	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 7	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 360	
Total # of full-time company employees in California: 130	

Company: CenCal Services, Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 3299 S. Cedar Avenue	
City, State, Zip: Fresno, CA 93725	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 10	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 60	
Total # of full-time company employees in California: 60	

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: Central California Builders Exchange	CCG No.: ET21-0352
Reference No: 21-0288	Page 3 of 13

Company: Central Sierra Pest Control, Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 54566 Road 200	
City, State, Zip: North Fork, CA 93643	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 3	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 30	
Total # of full-time company employees in California: 30	

Company: Central Valley Iron	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 4665 E. Hedges Avenue, Suite 101	
City, State, Zip: Fresno, CA 93703	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 2	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 31	
Total # of full-time company employees in California: 31	

Company: Clovis Glass	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 99 Sunside Avenue	
City, State, Zip: Clovis, CA 93611	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 2	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 14	
Total # of full-time company employees in California: 14	

Company: CMG Hydroseeding, Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 4460 W. Shaw Avenue, Suite 146	
City, State, Zip: Fresno, CA 93722	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 2	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 6	
Total # of full-time company employees in California: 6	

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: Central California Builders Exchange	CCG No.: ET21-0352
Reference No: 21-0288	Page 4 of 13

Company: D & S Plumbing Heating & Air Conditioning	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 4316 W. Dudley Avenue	
City, State, Zip: Fresno, CA 93727	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 2	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 11	
Total # of full-time company employees in California: 11	

Company: Dave Christian Construction Company, Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 2963 N. Sunnyside Avenue, Suite 108	
City, State, Zip: Fresno, CA 93727	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 3	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 29	
Total # of full-time company employees in California: 29	

Company: David Knott, Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 7340 N. Tamera Avenue	
City, State, Zip: Fresno, CA 93711	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 2	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 12	
Total # of full-time company employees in California: 12	

Company: Dorfmeier Masonry, Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 4685 E. Hedges Avenue	
City, State, Zip: Fresno, CA 93703	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 1	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 12	
Total # of full-time company employees in California: 12	

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: Central California Builders Exchange	CCG No.: ET21-0352
Reference No: 21-0288	Page 5 of 13

Company: Durham Construction Company, Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 1025 Holland Avenue	
City, State, Zip: Clovis, CA 93612	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 5	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 65	
Total # of full-time company employees in California: 65	

Company: Elite Landscape Construction, Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 2972 Larkin Avenue, Suite 102	
City, State, Zip: Clovis, CA 93612	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 6	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 31	
Total # of full-time company employees in California: 31	

Company: FACT Automated Entrances, Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 1819 E. Lamona Avenue	
City, State, Zip: Fresno, CA 93703	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 3	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 19	
Total # of full-time company employees in California: 19	

Company: GL Bruno Associates, Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 855 M Street, Suite 1010	
City, State, Zip: Fresno, CA 93721	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 4	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 22	
Total # of full-time company employees in California: 22	

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: Central California Builders Exchange	CCG No.: ET21-0352
Reference No: 21-0288	Page 6 of 13

Company: Granite Construction	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 2716 Granite Court	
City, State, Zip: Fresno, CA 93706	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 10	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 525	
Total # of full-time company employees in California: 250	

Company: Graybar Electric	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 2626 E. Hamilton Avenue	
City, State, Zip: Fresno, CA 93721	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 9	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 130	
Total # of full-time company employees in California: 130	

Company: Harris Construction Company, Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 5286 E. Home Avenue	
City, State, Zip: Fresno, CA 93724	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 6	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 160	
Total # of full-time company employees in California: 160	

Company: HBC Enterprises dba Harris Development	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 2473 E. Shaw Avenue	
City, State, Zip: Fresno, CA 93710	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 2	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 16	
Total # of full-time company employees in California: 16	

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: Central California Builders Exchange	CCG No.: ET21-0352
Reference No: 21-0288	Page 7 of 13

Company: HD Matthews Demolition & Excavation	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: PO Box 12483	
City, State, Zip: Fresno, CA 93778	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 2	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 11	
Total # of full-time company employees in California: 11	

Company: Heritage Bomanite	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 5651 E. Fountain Way	
City, State, Zip: Fresno, CA 93727	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 4	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 29	
Total # of full-time company employees in California: 29	

Company: Industrial & Commercial Contractors, LP	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 413 W. Yosemite Avenue, Suite 105	
City, State, Zip: Maderea, CA 93637	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 3	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 12	
Total # of full-time company employees in California: 12	

Company: JI Garcia Construction, Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 4717 E. Hedges Avenue	
City, State, Zip: Fresno, CA 93727	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 4	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 31	
Total # of full-time company employees in California: 31	

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: Central California Builders Exchange	CCG No.: ET21-0352
Reference No: 21-0288	Page 8 of 13

Company: Johnstone Supply	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 5628 Clinton Avenue	
City, State, Zip: Fresno, CA 93727	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 9	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 150	
Total # of full-time company employees in California: 150	

Company: Karsyn Construction, Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 697 W. Jacquelyn Avenue	
City, State, Zip: Fresno, CA 93722	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 10	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 72	
Total # of full-time company employees in California: 72	

Company: Kasco Fab, Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 4529 Chestnut Avenue	
City, State, Zip: Fresno, CA 93725	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 5	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 75	
Total # of full-time company employees in California: 75	

Company: Katch Environmental, Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 4972 E. Pontiac Way	
City, State, Zip: Fresno, CA 93727	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 6	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 48	
Total # of full-time company employees in California: 48	

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: Central California Builders Exchange	CCG No.: ET21-0352
Reference No: 21-0288	Page 9 of 13

Company: Marco A. Gonzalez dba MAG Engineering	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 1903 Temperance Avenue	
City, State, Zip: Fresno, CA 93727	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 2	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 41	
Total # of full-time company employees in California: 41	

Company: Mark Wilson Construction, Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 5799 E. Clinton Avenue	
City, State, Zip: Fresno, CA 93727	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 3	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 28	
Total # of full-time company employees in California: 28	

Company: Nations Roof	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 5463 E. Hedges Avenue	
City, State, Zip: Fresno, CA 93727	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 4	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 46	
Total # of full-time company employees in California: 46	

Company: Overhead Technology, Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 1436 Menlo Avenue, Suite B	
City, State, Zip: Clovis, CA 93611	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 2	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 23	
Total # of full-time company employees in California: 23	

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: Central California Builders Exchange	CCG No.: ET21-0352
Reference No: 21-0288	Page 10 of 13

Company: Power Design Electric, Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 335 N. 5 th Avenue	
City, State, Zip: Kingsburg, CA 93631	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 3	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 35	
Total # of full-time company employees in California: 35	

Company: Quiring General, LLC	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 5118 E. Clinton Way, Suite 201	
City, State, Zip: Fresno, CA 93727	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 10	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 120	
Total # of full-time company employees in California: 120	

Company: Safety Network, Inc./Safety Network Traffic Control Services, Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 2310 N. Larkin Avenue	
City, State, Zip: Fresno, CA 93727	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 4	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 60	
Total # of full-time company employees in California: 60	

Company: Soltek Pacific Construction	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 1080 Holland Avenue	
City, State, Zip: Clovis, CA 93612	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 6	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 160	
Total # of full-time company employees in California: 80	

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: Central California Builders Exchange	CCG No.: ET21-0352
Reference No: 21-0288	Page 11 of 13

Company: Steve Dovali Construction	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 8461 E. Olive Avenue	
City, State, Zip: Fresno, CA 93727	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 6	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 26	
Total # of full-time company employees in California: 26	

Company: Strategic Mechanical	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 4661 E. Commerce Avenue	
City, State, Zip: Fresno, CA 93725	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 10	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 130	
Total # of full-time company employees in California: 130	

Company: SYNlawn of Central California, Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 247 Minnewawa Avenue	
City, State, Zip: Clovis, CA 93612	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 4	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 85	
Total # of full-time company employees in California: 85	

Company: Technicon Engineering Services, Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 4539 N. Brawley Avenue, Suite 108	
City, State, Zip: Fresno, CA 93722	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 6	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 58	
Total # of full-time company employees in California: 58	

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: Central California Builders Exchange	CCG No.: ET21-0352
Reference No: 21-0288	Page 12 of 13

Company: Tosted Asphalt, Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 36024 Kensington Drive	
City, State, Zip: Madera, CA 93636	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 2	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 12	
Total # of full-time company employees in California: 12	

Company: Westech Systems, Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 827 Jefferson Avenue	
City, State, Zip: Clovis, CA 93612	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 8	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 70	
Total # of full-time company employees in California: 70	

Company: Western Building Materials Company	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 4620 E. Olive Avenue	
City, State, Zip: Fresno, CA 93702	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 6	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 80	
Total # of full-time company employees in California: 80	

Company: Wild Electric, Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 4626 E. Olive Avenue	
City, State, Zip: Fresno, CA 93702	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 8	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 65	
Total # of full-time company employees in California: 65	

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: Central California Builders Exchange	CCG No.: ET21-0352
Reference No: 21-0288	Page 13 of 13

Company: Wolf Construction, Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 22 W. Palo Alto Avenue	
City, State, Zip: Clovis, CA 93612	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 4	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 76	
Total # of full-time company employees in California: 76	

Company: WTB, Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 7093 W. Belmont Avenue	
City, State, Zip: Fresno, CA 93723	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 2	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 6	
Total # of full-time company employees in California: 6	



**Training Proposal for:
Central Valley Hispanic Chamber of Commerce**

Contract Number: ET21-0351

Panel Meeting of: June 25, 2021

ETP Regional Office: Sacramento

Analyst: C. Kaiser

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate HUA SB <100 SET Medical Skills Training	Industry Sector(s):	MEC (H) Agriculture (11) Healthcare (62) Manufacturing (33) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	San Joaquin, Stanislaus	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)	≤20%		

FUNDING DETAIL

Program Costs	+	Support Costs	=	Total ETP Funding
\$134,090		\$9,308 8%		\$143,398

In-Kind Contribution:	50% of Total ETP Funding Required	\$160,313
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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 Medical Skills Training	Business Skills, Computer Skills, Cont. Improv., MS Didactic	8	8-200	0	\$861	\$26.08
				Weighted Avg: 35			
2	Retrainee Priority Rate SB <100	Business Skills, Computer Skills, Cont. Improv., HazMat., HAZWOPER, Literacy Skills, Mgmt. Skills, Mfg. Skills, OSHA 10/30	35	8-200	0	\$861	\$19.12
				Weighted Avg: 35			
3	Retrainee Priority Rate SB <100 HUA	Business Skills, Computer Skills, Cont. Improv., HazMat., HAZWOPER, Literacy Skills, Mgmt. Skills, Mfg. Skills, OSHA 10/30	60	8-200	0	\$861	\$14.34**
				Weighted Avg: 35			
4	Retrainee SB <100 SET HUA	Business Skills, Comm. Skills, Comp. Skills, Cont. Improv., HazMat, HAZWOPER, Literacy Skills, Mgmt. Skills, OSHA10/30	15	8-200	0	\$861	\$15.00**
				Weighted Avg: 35			
5	Retrainee Priority Rate	Business Skills, Computer Skills, Cont. Improv., HazMat, HAZWOPER, Mgmt. Skills, Manufacturing Skills	50	8-200	0	\$836	\$19.12
				Weighted Avg: 34			

***Post-Retention Wage is the Contractual Wage**

**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: \$26.08 per hour for San Joaquin and Stanislaus counties; **Job Number 2 and 5:** \$19.12 per hour for San Joaquin and Stanislaus counties; **Job Number 3:** \$14.34 per hour for San Joaquin and Stanislaus counties; **Job Number 4:** \$15.00 per hour for San Joaquin and Stanislaus 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 up to \$2.50 per hour in health benefits to meet the Post-Retention Wage.

Wage Range by Occupation		
Occupation Titles	Post-Retention Wage Range	Estimated # of Trainees
Job Number 1:		
Nursing Staff		5
		3
Job Number 2:		
Administrative Staff		1
		2
Greenhouse Staff		10
		10
Maintenance Staff		1
		1
Machine Operators		2
		1
Production Staff		1
		2
		2
Supervisors/Managers		2
Job Number 3:		
Administrative Staff		4
		4
Maintenance Staff		5
		1
Machine Operators		12
		1
Production Staff		11
		13
		5
		1
Supervisors/Managers		3

Job Number 4:		
Administrative Staff		1
Dairy Staff		8
Forklift Operators		2
Production Staff		4
Job Number 5:		
Administrative Staff		4
		2
Maintenance Staff		3
Machine Operators		7
		3
		14
Production Staff		8
		4
Supervisors/Managers		5

INTRODUCTION

Established in 2009 and headquartered in Modesto, Central Valley Hispanic Chamber of Commerce (CVHCC) (www.cvhcc.com), is a non-profit, voluntary membership business organization. CVHCC represents Hispanic and other Minority small business owners, chamber members, and other interested individuals. CVHCC helps to foster business development, economic growth, education, and empowerment across California's Central Valley.

CVHCC is dedicated to improving economic mobility among Hispanic business owners and reducing the high unemployment rate in the area by expanding the economic advancement in the Central Valley and other regional areas. CVHCC offers opportunities for businesses and their employees through quality training opportunities, support networking, entrepreneurship seminars, financial workshops, as well as advocating for business-friendly policies for Hispanic owner-operators needing a voice. This will be CVHCC's first ETP funded project.

Veterans Program

Participating employers utilize the CalJOBS employment resource to recruit Veterans. The first 72 hours of job postings are available for Veteran candidate referrals only and thereafter, job postings are open to all candidates. Employers also participate in Veteran Hiring events sponsored by the Employment Development Department (EDD).

PROJECT DETAILS

CVHCC members and other nearby businesses have seen an increase in demand and many companies are experiencing growth in areas such as new production lines, additional equipment, and expanding product lines. In addition, members have expressed that multiple opportunities for career advancement are available and they want to offer training courses to help prepare their employees for these advancements.

In order to determine companies training needs CVHCC works closely with its members through monthly gatherings and surveys. They then individually assess each employer to determine specific needs and customize training for each employer. The training provides trainees the skills

needed to improve job performance, cross-train, and provide career advancement opportunities. Training will be provided at the participating employers' facilities. In certain circumstances training will be provided at CVHCC's location to allow multiple small businesses an opportunity to train staff in areas such as accounting and merchandising that would otherwise be too costly for one Company to pay.

Training Plan

Training will be delivered via Classroom/Laboratory and E-Learning delivery 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. Training will provide the skills to effectively and efficiently maintain business operations. Training topics include Billing Process, Communications, and Decision Making.

Commercial Skills: Training will be offered to Dairy Staff, Forklift Operators, Greenhouse Staff, Machine Operators, and Maintenance Staff. Training will improve upon the employee's knowledge of proper techniques for working with equipment and product knowledge. Training topics include Forklift Training and Merchandising.

Computer Skills: Training will be offered to all occupations. Training will improve software skills. Training topics include Cloud Management and Data Storage and Migration.

Continuous Improvement: Training will be provided to all occupations. These courses are intended to eliminate waste and improve processes. Training topics include Contacting the Customer, Documentation, and Inventory Control.

Hazardous Skills: Training will be provided to all occupations. These courses are intended to focus on the proper handling of hazardous products. Training topics include Waste Handling.

Literacy Skills: Training will be offered to all occupations except Supervisors/Managers. Training will focus on staff members that require improvement with the understanding of the English language as it pertains to their specific job duties. Training topics include Reading Skills and Writing Skills.

Management Skills: Training will be provided to Managers/Supervisors to become effective leaders and managers. Training topics include Leadership Skills.

Manufacturing Skills Training will be provided to Forklift Operators, Greenhouse Staff, Machine Operators, Maintenance Staff, and Production Staff. Training is intended to increase production. Training topics include Hydraulics and Packaging.

Medical Skills-Didactic: Training will be provided to Medical Staff and Nursing Staff. Training topics include Body Mechanics, Infection Control, and Rapid Response Skills.

Certified Safety Training

1. 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.
2. Hazardous Waste Operations and Emergency Response Standard (HAZWOPER). This training is a series of courses specifically designed for workers who handle hazardous substances as first-responders, or clean-up as needed at a hazard disposal or emergency

site. It consists of 40 hours of classroom or CBT training, for workers stationed at the hazard site; and 24 hours for workers who visit the site (e.g., engineers). Field training is also required, although not funded by ETP. Completion of the training results in a certificate that expands employment opportunities. Each certification requires an 8-hour annual refresher course. This coursework must be approved by Cal-OSHA, and the instructors must be certified by Cal-OSHA.

3. Hazardous Materials (HAZMAT). This training is 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 may be delivered by classroom or CBT. In this proposal, Greenhouse Staff, Maintenance Staff, Machine Operators, Production Staff, and Supervisors/Managers will receive up to 24 hours of training. Field training may be required, although not funded by ETP. Completion of the training results in a certificate that expands employment opportunities. This coursework is not under Cal-OSHA, but is administered under the Department of Transportation and CalTRANS. There are various certification entities for the coursework and instructors. In this Minorproposal, certification is by Boretti Inc.

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.

➤ Wage Modification

For trainees employed in a priority industry, the Panel may modify the wage up to 25% below the statewide average hourly wage (from \$34.77 to \$26.08). CVHCC requests this modification for Job Number 1.

In addition, trainees in Job Numbers 3 and 4 work in a High Unemployment Area (HUA), a region with unemployment exceeding the state average by at least 25%. Participating Employers' locations in Stockton are in an HUA. 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. CVHCC requests a wage modification from \$19.12 per hour to \$14.34 per hour for Job Number 3 and from \$34.77 per hour to \$15.00 per hour for Job Number 4.

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. Participating employers will continue to provide new hire and on the job training per each employers individual training fund budget.

➤ Training Infrastructure

CVHCC has designated the President and CEO to oversee the ETP Contract along with the Marketing and Community Relations Associate. The Human Resources staff and operations team will help with scheduling the training and obtaining the completed rosters. In addition, CVHCC has retained the services of a third party administrative subcontractor to assist with administrative requirements.

Impact/Outcome

The impact of the training provided by the employers will result in trainees obtaining the necessary skills to support continuous improvement. The trainees will be tested on and receive a certificate of completion once the trainee passes Forklift Training, Pallet Truck Training, Basic Electrical Circuits, and Advanced Cardiac Life Support (ACLS). Additional certification includes the ISO Certification for qualified trainees.

Marketing and Support Costs

CVHCC will market the training to their membership holders and network partners. The Company also works closely with Central Valley Regional Small Business Development Centers SBDC's, Employer Advisory Council, Women's business centers, Hispanic Chambers, WorkForce Development, EDD, WorkNet, CalJOBS, business support centers, and Veteran's Association.

Support costs will be used for the development of marketing materials, outreach to local business leaders, distribution of flyers and pamphlets, and to create web pages and a social media campaign. It will also be used to add a part time staff person to orchestrate and manage the ETP Contract. Staff recommends the 8% support costs.

Cannabis Industry Licensing

This Training Proposal is subject to ETP's internal processing procedures concerning the cannabis industry. Accordingly, CVHCC represents that all participating employers shall be in compliance with all state, county, and local licensing and regulatory requirements, ordinances, and laws concerning any and all cannabis operations at all times during the performance of this project.

Record Keeping

CVHCC will use of an ETP approved alternative record keeping process for this project.

DEVELOPMENT SERVICES

CVHCC retained Consultrex in Modesto to assist with development of this proposal for a flat fee of \$1,950.

ADMINISTRATIVE SERVICES

The Company also retained Consultrex to perform administrative services in connection with this proposal 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:

BUSINESS SKILLS

- Accounting
- Appointment Scheduling
- Billing Process
- Business Acumen
- Communications
- Conflict Resolution
- Customer Service
- Decision Making
- Financial Reporting and Analysis
- Interpersonal Communications
- Problem Solving
- Product & Service Knowledge
- Record Keeping
- Written Communication Skills

COMMERCIAL SKILLS

- American Institute of Baking Training
- Forklift Training
- Harvesting Procedures
- Institute of Food Technology Training
- Merchandising
- Operating Equipment

COMPUTER SKILLS

- Advanced Microsoft Windows Applications (Word/Excel)
- Automatic and Robotic Systems
- Bar Code Scanning System (RFDI)
- Cloud Management
- Data Storage and Migration
- Enterprise Resource Training (ERP) Software
- IT Security
- Microsoft Office (Intermediate/Advanced)
- Retrieving and Storing Data
- Telecommunication Setup

CONTINUOUS IMPROVEMENT

- Clinical Services System Management
- Contacting the Customer
- Culturally Appropriate Care
- Documentation
- HACCP-Hazard Analysis Critical Control Points
- Infection Control
- Inventory Control
- Inspections

- ISO 9000
- ISO 9001
- ISO Technical Skills
- Key Performance Indicators (KPI)
- Lean Procedure and Practices
- Medical Records
- Operating Skills
- Pesticides Training
- Process Documentation
- Proper Pruning Procedures
- Quality Improvement
- Quality Inspection
- Research & Development
- Running Cables
- Team Building
- Training within Industry (train the trainer)

HAZARDOUS MATERIALS

- Waste Handling
- HAZMAT

HAZWOPER

- HAZWOPER 40

LITERACY SKILLS

- Basic Math
- Reading Skills
- Vocational English as a Second Language (VESL)
- Writing Skills

MANAGEMENT SKILLS (management trainees only)

- Coaching and Mentoring
- Leadership Development
- Leadership Skills
- Leading a High Performance Workforce
- Project Management
- Supervisor Training

MANUFACTURING SKILLS

- Basic Electrical Circuits
- Equipment Procedures
- Food Processing
- GMP Good Manufacturing Practices
- Heat and Illness Prevention
- Hydraulics
- Inventory Management
- Laser Systems
- Lock Out Tag Out
- Logistics
- Machine Automation

- Machine Operator Training
- Maintenance Awareness
- Order Count/Inventory Training
- Packaging
- Pallet Truck Training
- Production Control
- Standard Operating Procedures (SOPs)

MEDICAL SKILLS (DIDACTIC)

- Advanced Cardiac Life Support (ACLS)
- Body Mechanics
- Breast Feeding and Lactation
- Decontamination Procedures
- Educating the Patient and Family
- Electronic Medical Recordkeeping
- Infection Control
- Intravenous (IV) Insertion and Therapy
- Medical Billing
- Medication Administration and Management
- New Graduate Nursing Skills
- Pain Management (Acute and Chronic)
- Patient Assessment and Care
- Rapid Response Skills
- Telemetry Nursing Skills
- Total Parenteral Nutrition (TPN)
- Wound and Skin Care

OSHA 10/30 (Certified OSHA Instructor)

- OSHA 10
- OSHA 30

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 OSHA 10/30, Hazmat 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: Central Valley Hispanic Chamber of Commerce
Reference No: 21-0193

CCG No.: ET21-0351
Page 1 of 3

ALPHABETIZE BY COMPANY NAME

Company: Apparel Graphics	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Address: 858 Ackley Circle #1B

City, State, Zip: Oakdale, CA 95361

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Contract: 23	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Total # of full-time company employees worldwide: 25

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

Company: Generation Growers	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Address: 305 N. Rosemore Avenue

City, State, Zip: Modesto, CA 95358

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Contract: 10	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Total # of full-time company employees worldwide: 10

Total # of full-time company employees in California: 10

Company: Golden Valley Healthcare Centers	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Address: 1121 Hammond Avenue

City, State, Zip: Modesto, CA 95351

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Contract: 3	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
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Total # of full-time company employees worldwide: 1100

Total # of full-time company employees in California: 1100

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: Central Valley Hispanic Chamber of Commerce
Reference No: 21-0193

CCG No.: ET21-0351
Page 2 of 3

ALPHABETIZE BY COMPANY NAME

Company: Golden Valley Healthcare Centers	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Address: 1801 Tully Road

City, State, Zip: Modesto, CA 95350

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Contract: 5	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
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Total # of full-time company employees worldwide: 1100

Total # of full-time company employees in California: 1100

Company: La Perla Tapatia Tortilleria	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Address: 3806 Atchison Street

City, State, Zip: Riverbank, CA 95367

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Contract: 50	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
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Total # of full-time company employees worldwide: 126

Total # of full-time company employees in California: 126

Company: Marble Palace	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Address: 711 South San Joaquin Street

City, State, Zip: Stockton, CA 95203

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Contract: 25	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Total # of full-time company employees worldwide: 100

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

Company: Marrocova IT Solutions	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Address: 3430 Tully Road Suite 20-301

City, State, Zip: Modesto, CA 95355

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Contract: 8	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Total # of full-time company employees worldwide: 10

Total # of full-time company employees in California: 10

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: Central Valley Hispanic Chamber of Commerce	CCG No.: ET21-0351
Reference No: 21-0193	Page 3 of 3

Company: Mission Nurseries	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 2306 Almond Avenue	
City, State, Zip: Patterson, CA 95363	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 10	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 10	
Total # of full-time company employees in California: 10	

Company: Pallet Recovery Services	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 3401 W. Gaffery Road	
City, State, Zip: Vernalis, CA 95385	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 19	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 80	
Total # of full-time company employees in California: 80	

Company: Shefa Farm	Priority Industry? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Address: 1506 Grimes Avenue	
City, State, Zip: Modesto, CA 95358	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 15	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 15	
Total # of full-time company employees in California: 15	



COVID Rapid Reemployment and Retraining Pilot
Training Proposal for:
CHLB, LLC dba College Medical Center
Contract Number: ET21-0327

Panel Meeting of: June 25, 2021

ETP Regional Office: North Hollywood

Analyst: M. Reeves

PROJECT PROFILE

Contract Attributes:	COVID Job Creation Initiative SET Medical Skills Training	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: 932	U.S.: 932	Worldwide: 2,475
<u>Turnover Rate:</u>	5%		
<u>Managers/Supervisors:</u> (% of total trainees)	12%		

FUNDING DETAIL

In-Kind Contribution
\$232,000

Total ETP Funding
\$194,000

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	Job Creation COVID SET Medical Skills Training	Other Titles (COVID Training Bundle)	97	4-4	0	\$2,000	\$17.50
				Weighted Avg: 4			

***Post-Retention Wage is the Contractual Wage**

Minimum Wage by County: COVID Pilot Minimum wage for all counties is \$17.50/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 \$2.29 per hour may be used to meet the Post-Retention Wage.

Wage Range by Occupation		
Occupation Titles	Post-Retention Wage Range	Estimated # of Trainees
Administrative Staff		2
		3
Certified Nursing Assistant		15
Licensed Vocational Nurse		2
		4
Manager/Supervisor		2
		10
Medical Assistant		3
		5
Medical Social Worker		2
		4
		4
Registered Nurse		26
Technical Staff		2
		3
		5
Therapist		2
		3

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.

Founded in 1932 and headquartered in Long Beach, CHLB, LLC dba College Medical Center (CMC) (www.collegemedicalcenter.com), is a 221-bed acute care hospital with, medical, surgical, and behavioral health services. The Hospital's services include cardiopulmonary, epidemiology/infection control, emergency, behavioral health, intensive care, family health, laboratory, nursing, partial hospitalization, prenatal/OB, pharmacy, physical therapy, radiology and surgery. In addition to its Main Campus/Headquarters location, CMC also has a South Campus facility in Long Beach, as well all two additional California locations in Hawthorne and Glendora. Training will take place at all four CMC locations in California.

Special Employment Training

Under SET, the 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 use of \$2.29 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.

Veterans Program

Although there is no separate Veterans component in this project, CMC works closely with various Veterans programs for recruitment and has employed Veterans as Emergency Medical Technicians.

Retrainee - Job Creation

The Hospital will hire 97 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. The recall or rehire of laid-off workers (backfilling) is allowed to renew a workforce that was reduced due to economic conditions or other reasons leading to attrition.

The COVID-19 pandemic has caused an increase in patient care at CMC locations. As a result, the Hospital is expanding its emergency department and has added a 6-bed behavioral unit. In addition, CMC acquired Glendora Oaks Behavioral Health Hospital during the pandemic. CMC has an urgent need to hire and properly train new employees to ensure the safety of both patients and staff.

PROJECT DETAILS

Training Plan / Curriculum

Training will be delivered via Class/Lab or E-Learning by in-house subject matter experts and experienced training vendors as needed.

Training Type will be "COVID Training Bundle".

Other Titles/COVID Training Bundle: Training will be offered to all occupations and will focus on updated safety protocols, medical skills, mental health services, and standard operating procedure improvements.

Training Hours

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

Commitment to Training

CMC spends approximately \$200,000 on training annually per facility. Company-funded training includes new hire orientation, sexual harassment prevention, and OSHA-mandated training.

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

The Chief Nursing Officer will oversee project administration. In addition, the Director of Human Resources, Clinical Nurse Education Manager, and various Training Managers/Supervisors at each location will assist with training coordination, scheduling, delivery, and tracking/reporting. The Hospital has also retained an administrative subcontractor to assist with ETP recordkeeping requirements.

Record Keeping

CMC is using an alternative recordkeeping method approved under the COVID-19 Response Plan.

PRIOR PROJECTS

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

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
ET19-0213	Long Beach	09/03/18 – 12/28/20	\$390,000	TBD

Based on ETP Systems, 18,578 reimbursable hours have been tracked for potential earnings of \$479,897 (123% of approved amount). CMC is preparing to submit the final closeout invoice and projects final earnings of 100%, pending contract closeout.

DEVELOPMENT SERVICES

National Training Company, Inc. in Irvine assisted with development for a flat fee of \$10,000.

ADMINISTRATIVE SERVICES

National Training Company, Inc. 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**

4 - 4 Trainees may receive any of the following:

OTHER TITLES (COVID BUNDLE)

- Assaultive Patient Care
- Behavioral Care
- Case Management
- Clinical Services System Management
- Communication Skills
- Conflict Resolution Skills
- COVID-19 Procedures
- Infection Control Practices
- Patient Assessment & Care
- Safety Leadership
- Service Excellence
- Standard Operating Procedures

MEDICAL SKILLS DIDACTIC

- Mental Health Management
- Patient and Family-Centered Care
- Procedure Review and Protocol
- Social Work
- Substance Abuse

MEDICAL SKILLS PRECEPTOR

- Emergency Room Nursing Skills
- Equipment Skills
- Intensive Care Unit/Critical Care Unit
- Laboratory Skills
- Med/Surge Nursing Skills
- Medication Administration and Management
- Pain Management
- Patient Assessment and Care
- Pre-Operative Nursing Skills
- Pre and Post-Operative Care
- Trauma Nursing Skills

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:
Compassionate Care Home Health Agency, LLC
Contract Number: ET21-0347

Panel Meeting of: June 25, 2021

ETP Regional Office: Sacramento

Analyst: J. Fetsch

PROJECT PROFILE

Contract Attributes:	COVID Job Creation Initiative SET Priority Rate HUA	Industry Sector(s):	Services (G) Healthcare (62) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Fresno, Kern, Santa Barbara Stanislaus, 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: 130	U.S.: 130	Worldwide: 130
<u>Turnover Rate:</u>	4%		
<u>Managers/Supervisors:</u> (% of total trainees)	0%		

FUNDING DETAIL

In-Kind Contribution
\$108,000

Total ETP Funding
\$108,000

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	Job Creation COVID SET	Other Titles (COVID Training Bundle)	54	4-4	0	\$2,000	\$20.00
				Weighted Avg: 4			

***Post-Retention Wage is the Contractual Wage**

Minimum Wage by County: COVID Pilot Minimum wage for all counties is \$17.50/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	Post-Retention Wage Range	Estimated # of Trainees
Registered Nurse		19
Licensed Vocational Nurse		16
Physical Therapist		10
Physical Therapy Assistant		9

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.

Founded in 2003 and located in Fresno, Compassionate Care Home Health Agency, LLC (Compassionate Care) (<https://compassionatecare.com>) is a Home Health Agency (HHA) that provides in-home, skilled nursing and rehabilitative care. Compassionate Care provides rehabilitative and therapeutic services that include physical, speech and occupational therapies. The Company also provides social services that engage patients and increase quality of life. The Company is Medicare and Medi-Cal Certified, and licensed by the Department of Public Health of California. Training will take place at its central location in Fresno. This is Compassionate Care's second ETP contract and the second in the last five years.

Veterans Program

Compassionate Care currently does not have an outreach program specifically for Veterans, although the Company welcomes all qualified new hire Veterans.

PROJECT DETAILS

Retrainee - Job Creation

Compassionate Care is currently expanding its service area. The Company is adding multiple service locations in Kern, Santa Barbara, Stanislaus and Tulare Counties and will hire 54 new employees (Job Number 1) to staff these new regions. The date-of-hire for trainees will be within the three-month period before contract approval or within the term-of-contract. Training will focus on onboarding new staff and COVID-related safety protocols to ensure social distancing requirements are adhered to while ensuring consumer demands are met.

Training Plan / Curriculum

The delivery method listed in the curriculum will be Class/Lab, however, may use CBT, PL, or E-Learning when delivering training.

Training Type will be "COVID Training Bundle".

Other Titles/COVID Training Bundle: Training will be offered to all occupations on: Cleaning and Disinfecting Equipment and Supplies, Modes of Transmission, Personal Protective Equipment Protocol, COVID-19 Case Reporting, COVID-19 Signs and Symptoms

Special Employment Training

Under SET, the 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.

High Unemployment Area

Some trainees (Job Number 1) work in a High Unemployment Area (HUA), a region with unemployment exceeding the state average by at least 25%. The Company's locations in Kern and Tulare County are in an HUA.

Training Hours

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

➤ Training Infrastructure

The Financial Director will oversee training and be responsible for this project success. The staff along with internal trainers will be responsible for scheduling training, collecting, and submitting the training rosters to a full-time administrative subcontractor who will input into the ETP systems to ensure accuracy.

Commitment to Training

The Company's annual training budget per facility is approximately \$75,000 for on-boarding training, annual compliance, and skills competency. 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.

Record Keeping

The Company is using an Alternative Recordkeeping method that is approved under the COVID-19 Response Plan.

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	
				\$	%
ET18-0159	Fresno	2/5/2018- 2/4/2020	\$236,224	\$108,306	(46%)

The Company failed to sustain the infrastructure needed to correctly document and collect all of the training that took place due to the nature of the business with workers often traveling to different locations. Towards the conclusion of the project, the Company hired an employee to specifically target the tracking training and document trainings correctly. The Company, with the help of an administrative subcontractor, has developed procedure to collect and submit training with the Financial Director leading the effort. The proposed project has been rightsized to closely match earned funds.

DEVELOPMENT SERVICES

National Training Systems Inc. in Ladera Ranch assisted with development for a flat fee of \$5,400.

ADMINISTRATIVE SERVICES

National Training Systems Inc. will also perform administrative services in connection with this proposal for a fee of 10% 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-19 Bundle)

- Cleaning and Disinfecting Equipment and Supplies
- COVID-19 Case Reporting
- COVID-19 Signs and Symptoms
- Infection Control Practices
- Knowledge of COVID-19
- Modes of Transmission
- New Hire Orientation
- Patient Safety
- Personal Protective Equipment Protocol
- Social Distancing
- Transportation Protocols
- Unprotected Exposure Procedure
- Working in Isolated Situations

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:
Earth Island**

Contract Number: ET21-0312

Panel Meeting of: June 25, 2021

ETP Regional Office: North Hollywood

Analyst: J. Romero

PROJECT PROFILE

Contract Attributes:	COVID Job Creation Initiative Priority Rate SET	Industry Sector(s):	Manufacturing (E)
			Priority Industry: <input checked="" type="checkbox"/> Yes <input 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		
Number of Employees in:	CA: 243	U.S.: 243	Worldwide: 100,000
<u>Turnover Rate:</u>	5%		
<u>Managers/Supervisors:</u> (% of total trainees)	0%		

FUNDING DETAIL

In-Kind Contribution
\$160,000

Total ETP Funding
\$160,000

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	Job Creation COVID SET	Other Titles (COVID Training Bundle)	80	4-4	0	\$2,000	\$17.50
				Weighted Avg: 4			

*Post-Retention Wage is the Contractual wage

Minimum Wage by County: COVID Pilot Minimum wage for all counties is \$17.50/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.

Wage Range by Occupation		
Occupation Titles	Post-Retention Wage Range	Estimated # of Trainees
Production Worker		20
		20
		10
Administration Staff		10
		10
		10

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.

Earth Island (www.followyourheart.com) is a division of Danone North America. In 1970, the Company started as a small sandwich counter, Follow Your Heart, and has evolved into a manufacturing company producing plant-based foods and organic products such as vegan cheese, organic egg and dairy sandwich spreads, fresh salad dressings under the product line, Follow Your Heart. Recently, the Company has added several new products that include breakfast staple products, dairy-free yogurts and VeganEgg sold under the labels Vegenaise (Vegan Mayo) and Vegan Gourmet. Earth Island’s products are distributed to local and international markets in the food, restaurant and grocery business. Earth Island is located in Chatsworth and training in this proposal will be provided to employees in this facility.

Special Employment Training

Under SET, the 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 up to \$1.50 per hour 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.

Veterans Program

Earth Island employs a number of Veterans, but 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.

Retrainee - Job Creation

Earth Island is in the process of rehiring employees that were either laid off during COVID or quit due to the risks of working during the height of the COVID Pandemic. The Company has hired 15 of the 40 people needed as backfill to bring Earth Island to the number of staff employed prior to the pandemic. Earth Island plans to hire an additional 40 workers to respond to company growth due to additional product lines and production shifts. The date-of-hire for trainees will be within the three-month period before contract approval or within the term-of-contract.

PROJECT DETAILS

Training Plan / Curriculum

Training will be delivered via Class/Lab or E-Learning delivery methods.

Other Titles/COVID Training Bundle: Training will be offered to all occupations on COVID-related safety training and Manufacturing and Business Skills. Trainees will receive training on current protocols and procedures to keep both employees and products safe. Training will ensure successful implementation of workplace safety, cleanliness and compliance with safety protocols and guidelines issued by the CDC and various state, local and federal agencies. Training will help prepare newly hired employees to quickly transition into their respective job roles. Training will also ensure that Better Nutritional products are produced safely and meet high quality standards.

Training Hours

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

➤ Training Infrastructure

The Certified Financial Officer (CFO) will be responsible for overseeing all aspects of the ETP Contract and will lead a team of three staff members from Human Resources and Administration (HR Director, 2 Administration Staff) who will schedule training and manage internal administration of the contract. The HR Director will coordinate the collection of training rosters for ETP Tracking purposes and the CFO will coordinate all training provided. Earth Island has a detailed training schedule in place and is ready to begin training upon Panel approval. Trainers will be in-house

experts. An outside administrative consultant has also been retained to ensure that all training records meet ETP compliance.

Commitment to Training

Earth Island spends approximately \$40,000 annually for training. Courses include new hire orientation, mandatory training, and in-service medical skills training. The Company is committed to training and will continue to offer training to all staff members to ensure competency within and provide high-level healthcare to patients. 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.

Record Keeping

Earth Island will use alternate recordkeeping methods approved under the COVID-19 Response Plan.

DEVELOPMENT SERVICES

Training Refund Group in Anaheim assisted with proposal development at no cost.

ADMINISTRATIVE SERVICES

Training Refund Group 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**

4-4 Trainees may receive any of the following:

OTHER TITLES (COVID Training Bundle)

COVID Training

- Covid-19 Sanitation Cleaning
- Covid-19 Personal Protective Equipment
- Covid-19 Precaution Measures
- Covid-19 Protect Yourself and Others
- Covid-19 Hand Wash, Close Contact, Symptoms
- General Safety Training
- SOP and HACCP Training
- Best Practices

Manufacturing Training

- Best Practices
- Operating Human Machine Interface Panel
- Operating Depositor Machine
- Operations of New Equipment
- Quality Control of Operations
- Transferring Loads between Tanks
- Transferring Loads to Depositor Tanks
- Mitigating Heating and Transfer Time
- Product Harvesting and Dry Room Practices

Business Training

- Leadership
- Team Building
- Customer Service
- Communications
- Accounting
- Time Management

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

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



RETRAINEE - JOB CREATION

Training Proposal for:

Everest Packaging Corp.

Contract Number: ET21-0326

Panel Meeting of: June 25, 2021

ETP Regional Office: North Hollywood

Analyst: D. Tran

PROJECT PROFILE

Contract Attributes:	Job Creation Initiative Retrainee Priority Rate	Industry Sector(s):	Manufacturing (E) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	San Bernardino	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: 198	U.S.: 198	Worldwide: 198
<u>Turnover Rate:</u>	14%		
<u>Managers/Supervisors:</u> (% of total trainees)	13%		

FUNDING DETAIL

In-Kind Contribution
\$115,545

Total ETP Funding
\$93,863

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; Continuous Improvement; Hazmat; PL-Manufacturing Skills	59	8-200	0-4	\$1,357	\$19.12
				Weighted Avg: 59			
2	Job Creation Initiative Priority Rate	Business Skills; Computer Skills; Continuous Improvement; Hazmat; PL-Manufacturing Skills	10	8-200	0-4	\$1,380	**\$15.65
				Weighted Avg: 60			

***Post-Retention Wage is the Contractual Wage.**

**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 1 (Retrainee): \$19.12/Hour San Bernardino County, Job 2 (Job Creation): \$15.65/Hour San Bernardino 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 1 and up to \$0.65 per hour in Job 2

Wage Range by Occupation – Job 1		
Occupation Titles	Post-Retention Wage Range	Estimated # of Trainees
Production		18
		8
Administrative		14
		3
		7
Manager/Supervisor		1
		8
Wage Range by Occupation – Job 2		
Occupation Titles	Post-Retention Wage Range	Estimated # of Trainees
Production		10

INTRODUCTION

Founded in 2008 and located in Ontario, Everest Packaging Corp. (Everest Packaging) specializes in formulating and packaging nutraceutical products and dietary supplements. Everest Packaging provides an array of products and services and is known for its turnkey solutions for contract packaging. The Company is a private manufacturer and private labeler of nutritional products and commercial packaging for various dietary and retail product packaging for food, nutraceuticals, cosmetics, and personal care.

During the COVID 19 pandemic, Everest Packaging saw an increase in business demand as consumers focused more on health and wellbeing. Many of the employees who worked at Everest Packaging continued to work through the pandemic as they were deemed an essential business. As a result, Everest Packaging is experiencing growth and is undergoing business expansion by opening new lines of service and providing new products for its customers. The Company recently installed eight manufacturing machines and is creating an additional shift to meet the increased demands for its products and services. This will be Everest Packaging's first ETP contract. Training will focus on the development of skills to operate new equipment and overall business expansion and occur at its single Ontario location.

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 10 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 the contract.

General Headcount has increased by 13 in the last 2 years due to growing business demands. With the creation of a new operational shift, installation of new machines, and the creation of new product lines and services, Everest is committed to hiring 10 new employees.

Veterans Program

Although the Company does not have a specific Veterans recruitment program, Everest Packaging currently employs veterans and is committed to hiring 3-5 veterans as part of its job creation initiative (Job Number 2). The recruitment manager has been tasked to develop a veteran's outreach program to target veterans as the company continues to grow and hires additional employees.

PROJECT DETAILS

Everest Packaging recently invested \$500,000 into new equipment and technology that is designed to create new product lines and services to clients. Since the manufacturing process for these types of products is very extensive, Everest Packaging has the need to thoroughly train its entire staff on precise formulations and extensive mechanical work to ensure high quality products to consumers.

To that end, Everest Packaging has invested in several new key areas, including both physical equipment and technology, as well as expanding and creating a new product lines due to customer demand. Some of the new product lines and services are:

- New Encapsulation Machines

- New Blenders
- Bottling Filling Methodology
- Packaging Creation and custom palletization

Starting in 2021, Everest Packaging will have the capability to formulate and encapsulate new innovative products. This addition to its existing business will further expand the Company's customer base for its blistering equipment. The demand for Blistering packets is on the rise and this investment will allow the Company to meet those demands. In addition, this expansion will allow the Company to incorporate capsule filling equipment. Benefits of this new functionality include:

Innovation: Provides full turn-key capability. Research and development to formulate custom blends. Establishes working relationships with vendors to source ingredients and streamline procurement of new ingredients that comply with cGMP, UL, and FDA regulations. This new capability (blending, encapsulation and bottling) represents a simple turn-key solution for customers.

Packaging: Everest will have the capacity to blend up to 660 pounds of combined raw ingredients per batch with the new blender. This new encapsulation capability will allow Everest to capture blending powders into capsule forms which are turned into retail ready bottles and packaging.

Custom Manufacturing: These new investments and equipment will provide customers with multiple options of fulfillment for their retail sales needs across various avenues of manufacturing including special pack out options. Everest will now have the ability to provide retail assembly, affixing display trays, and custom packaging and palletization options.

In addition to recent investments in new equipment and technology, Everest Packaging has implemented new operating procedures due to the COVID 19 Pandemic. Training on strict new regulations surrounding companies that manufacture foods, personal care, nutraceuticals and cosmetic related products. Training on new safety operating procedures will be important to ensure cleanliness and safety of products for customers and consumers as they move through the production process.

Training Plan

With the company expansion and purchase of new equipment and technology, training is critical to ensure that the entire staff is adequately trained and knowledgeable to fully operate the machinery in respect to job duties.

Business Skills: Training will be offered to all production staff, administrative staff, supervisors, and manager. This will focus on universal topics and skills between units that will allow for fluid communication and transition between units and departments.

Computer Skills: Training will be offered to all production staff, administrative staff, supervisor and managers. This training will focus on the development of technology skills for employees that interact with electronic machines daily. These skills will allow production employees to be able to create their own reports and findings and utilize computer based software to analyze, diagnose, and troubleshoot technical issues.

Continuous Improvement: Training will be offered to all production staff, administrative staff, supervisors and managers. This training will focus on lean production standards and practices, new ideas and techniques to minimize waste and increase production efficiency.

Hazardous Materials: This training will be offered to all production staff, supervisors, and managers. This training will provide knowledge to all employees that work closely with varying materials and compounds to create the final product. This will ensure all employees are knowledgeable on the potential hazards of various chemicals, powders, and fluids which will ensure proper disposal and handling of each type of compound.

Manufacturing Skills: This training will be offered to all production staff, supervisors, and managers. With the implantation of new equipment, all staff will be trained on how to manager, maintain, and operate new equipment. This will provide operational efficiency in case staff needs to be re-allocated due to business demands or ensuring adequate coverage for each shift and production cycle.

Productive Lab (PL) Manufacturing Skills: This training is designed to focus on the entire production cycle which includes initial product testing and analysis, to production, to validation of final product. Most of the products produced are consumed and the need for high quality standards needs to be met to ensure safety for consumers and users. This training will ensure that all employees can produce final product within spec and stringent safety standards.

Productive Laboratory

Trainees may produce goods for profit as part of the PL training in the courses identified under the Curriculum. The instructor must be dedicated to training delivery during all hours of training.

Everest Packaging is requesting 25 hours of productive lab training due to the new machines, products and service lines being created. This requires extensive training, process testing, and product validation. Productive lab will incorporate new methods and process development, and validation procedures. It will also provide on-site cross training for production staff, enhance workflow training between units, and keep current on regulatory requirements for safety and general good manufacturing process techniques.

The subject matter expert is the most senior and experienced employee. During productive lab training, this individual will be 100% assigned to directly supervise the trainees and the training efforts. Lastly, Everest Packaging is requesting a ratio for Productive lab to be 1:3 because the machines typically require 2 or more individuals to operate the machine. This will allow the production cycle to be tested and closely monitored which will ensure the highest success rate of skill development and end user products.

New production machines include softgel inspection systems, encapsulation machines, tableting presses, tea pouching machines, bottling line, powder filling line, pill pouching line, blenders, and general inspection. The process of monitoring and training on these machines is to ensure all production employees know how to fully execute the production process on the very same machines they will use daily.

Productive lab training will be offered to all production staff, supervisors, and managers. This will ensure that all employees on the production line are fully trained and understand the entire production process.

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 0-4 hours of CBT training.

Commitment to Training

Everest Packaging currently spends \$75,550 annually on training at its facility. The company provides training on a wide variety of topics that include legally mandated training as well as training for manufacturing, business, computer, continuous improvement skills, and now COVID 19 safety related training. Mandatory training topics include harassment prevention, OSHA mandated trainings, and SOP training for new hires and job position or promotional changes per cGMP practices.

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 Human Resources Manager along with the plant and operations managers will administer and oversee the entire project. Everest has also retained the services of a third party vendor to provide administrative services for this project.

Impact/Outcome

This training project will help build extensively upon new skills to ensure that all new employees are well prepared to operate new machinery and to safely and accurately execute the manufacturing process. Everest will then solidify the skills through productive lab training which will ensure the right skills are developed and employees are in place to maximize efficiency and productivity.

DEVELOPMENT SERVICES

The Company retained Training Funding Source in Seal Beach to assist with development of this proposal for a flat fee of \$3,900.

ADMINISTRATIVE SERVICES

Training Funding Source 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:

BUSINESS SKILLS

- Project Coordination and Production Planning
- Technical Sales Training – Packet Filling
- Technical Sales Training – Bottle Filling
- Technical Sales Training – Packaging Formats

COMPUTER SKILLS

- IQMS (Business Intelligence)
- Email
- Enterprise Resource Planning
- Microsoft Office

CONTINUOUS IMPROVEMENT

- Allergen Control
- Fishbone Diagram
- Hazard Analysis and Critical Control Points (HAACP)
- cGMP Practices
- Organic
- Recall Process
- Sanitation
- Site Safety Committee
- Flight Plan
- Operations QBR
- Focus Team
- Management Alignment
- Department Performance
- Leadership

HAZARDOUS MATERIALS

- Hazardous Material Handling
- Material Safety Data Sheets

MANUFACTURING SKILLS

- Filling
- Bottle Dosing and Filling
- Coating Operation
- Weighing
- Blending
- Stick Pack
- Horizontal Filling
- Gusset Bag
- Liquid Filling
- Custom Display
- Powder Blending and Formulation

CBT Hours

0-4

MANUFACTURING SKILLS

- Operational Procedures (2)
- Equipment Operations (2)

Productive Lab Hours

0-25

MANUFACTURING SKILLS (Limited Ratio 1:3)

- cGMP Laboratory Practices
- FTIR Testing
- Inbound Material Testing
- Packaging Inspection and Testing
- Encapsulation Packaging
- Softgel Inspection
- Powdering Line
- Bottling Line
- Pill Pouching Line
- Tableting Press
- Full Cycle Testing and Validation

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.



RETRAINEE - JOB CREATION
Training Proposal for:
First Rescue Ambulance Inc.
Contract Number: ET21-0346

Panel Meeting of: June 25, 2021

ETP Regional Office: North Hollywood

Analyst: M. Niquet

PROJECT PROFILE

Contract Attributes:	SET	Industry Sector(s):	Services (G)
	SB <100 Job Creation Initiative Medical Skills Training HUA		Transportation Warehousing (48-49) Healthcare (62)
Counties Served:	Los Angeles	Repeat Contractor:	Priority Industry: <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: 80	U.S.:80	Worldwide: 80
<u>Turnover Rate:</u>	5%		
<u>Managers/Supervisors:</u> (% of total trainees)	N/A		

FUNDING DETAIL

In-Kind Contribution
\$250,000

Total ETP Funding
\$92,000

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 Job Creation Initiative SET	Computer Skills, Continuous Impr. MS Didactic MS Preceptor	50	8-200	0	\$1,840	\$16.48
				Weighted Avg: 80			

***Post-Retention Wage is the Contractual Wage.**

Minimum Wage by County: Job Number 1: (SET/Job Creation): \$16.48 per hour 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
 Up to \$1.48 per hour may be used to meet the Post-Retention Wage.

Wage Range by Occupation		
Occupation Titles	Post-Retention Wage Range	Estimated # of Trainees
Emergency Medical Technician		40
Paramedic		5
Registered Nurse		5

INTRODUCTION

Founded in 2015 and headquartered in Irwindale, First Rescue Ambulance Inc. (First Rescue) (www.firstrescueambulance.com) is a provider of non-emergency inter-facility ambulance services throughout Los Angeles County. First Rescue also provides ambulance service 7-days a week, 24-hours per day. Vehicles are equipped with state-of-the-art technology including advanced radio communications and a proprietary dispatch software system. Some of First Rescue Ambulance services include basic life support, discharges to home and sub-acute care facilities, and non-emergency transport for medical/surgical patients who do not require cardiac monitoring. The Company contracts with major healthcare provider health plans, hospitals, and medical groups. Training will occur at First Rescue’s single location in Irwindale. This will be First Rescue’s first ETP Contract.

Veterans Program

First Rescue does not have a formal program in place for the recruitment of Veterans; however, the Company does employ Veterans through its normal hiring practices.

PROJECT DETAILS

Inter-facility transfer requires a unique set of skills distinct from most hospital-based or pre-hospital providers. It is essential that personnel are authorized, familiar, and properly trained to provide care during inter-facility transport, including preparedness to handle the variety of patient contingencies that may arise during transport. The majority of trainees are EMT’s with little or no experience. These trainees will need extensive training to gain competence in care of their patients with a variety of medical conditions and traumatic injuries. Additionally, this proposal includes 10

higher skilled occupations consisting of Registered Nurses and Paramedics who also require training to safely transport patients who require a higher level of care.

First Rescue's goals and outcomes for trainees are as follows:

- Gain confidence and experience in role performance in a supportive environment (i.e. with preceptor and experienced health care professionals)
- Demonstrate proficiency in use of the key processes to care for patients with complex health care needs,
- Demonstrate ability to collaborate and communicate with other health care professionals in managing quality, cost-effective care for clients with complex health care needs,
- Work effectively within complex systems in the ambulance and develop leadership abilities appropriate for role.
- Demonstrate effective management of rapidly changing situations, and ensuring the quality of healthcare practices.

Retrainee - Job Creation (Job 1)

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 meet demand for services, First Rescue will expand business capacity by hiring new employees. First Rescue projects to grow to over 200 full-time employees by the end of 2022. However, for this contract, the Company will recruit, hire and train 50 new employees (Job Numbers 1 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

Training will be delivered via Class/Lab, E-Learning, and Medical Skills (Clinical and Didactic) as follows:

Computer Skills: Training will be offered to all occupations. Training will equip workers with the proficiency to use various business software solutions to perform tasks more efficiently.

Continuous Improvement: Training will be offered to all occupations. Training will focus on process improvement and problem solving techniques designed to enhance the Company's operational efficiency.

Medical Skills: (Preceptor - Clinical and Didactic - Class/lab): This training will be offered to all occupations. Trainees will participate in training, based on the complexity of patient care responsibilities. Trainees will gain a better understanding of advanced clinical processes to ensure competency, maximize patient satisfaction and safety, and knowledge of new equipment and specialized care and treatment.

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. Job Creation trainees must be earning the Standard New Hire wage by county (\$16.48 per hour in Los Angeles County).

➤ **Wage Modification**

Although Irwindale is located in a high unemployment area, First Rescue is not requesting a HUA wage modification for trainees at this location.

Commitment to Training

First Rescue spends approximately \$70,000 annually for training. This training includes new hire orientation, sexual harassment prevention, and diversity, operating procedures, restraint use and documentation

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**

First Rescue's CEO will oversee training and project administration with the assistance of several Human Resources staff. Training will be provided by dedicated in-house trainers and subject-matter experts. The Company has also retained an administrative subcontractor to ensure that all training records meet ETP compliance.

DEVELOPMENT SERVICES

First Rescue retained National Training Systems, Inc. in Ladera Ranch to assist with development of this proposal at no cost.

ADMINISTRATIVE SERVICES

First Rescue also retained National Training Systems, 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**

8-200 Trainees may receive any of the following:

COMPUTER SKILLS

- Microsoft Office/Excel (Intermediate and Advanced)
- Electronic Medical Records Application
- Patient Care Record
- ICD-10

CONTINUOUS IMPROVEMENT

- Ambulance Operation
- Billing
- Call Center & Dispatch Protocols
- Communication Skills
- Conflict Resolution
- Crisis Prevention & Intervention (CPI)
- Critical Thinking
- Customer Service
- Documentation
- EMS Communication & Protocols
- Emergency Vehicle Operations Course
- HazMat for Patient Care Providers
- HIPPA/Patient Privacy
- Leadership Skills
- Performance & Quality Improvement
- Preceptor Skills (Train-the-Trainer)
- Standard Operating Procedures

MEDICAL SKILLS TRAINING – DIDACTIC

- Basic Life Support (BLS)
- Advanced Life Support
- Airborne Pathogens
- Bloodborne Pathogens
- Body Mechanics
- Cardiac Assessment
- Care of Cardiac Patients
- Care of the Bariatric Patient
- Care of Geriatric Patients
- Care of the Renal Patient
- Care of and Treatment of Shock Patients
- Care of the Stroke Patient
- Chronic Obstructive Pulmonary Disease (COPD)
- Code Blue Response and Procedures
- Critical Care
- Decontamination Procedures
- Dysrhythmia Recognition & Interpretation
- EKG & Cardiac Monitors
- Emergency Medical Technician (EMT) Training (including EMT-1)
- Equipment Operation

- Hazardous Materials/Protection
- Medical Transport of High-Risk Patients
- Medication Administration & Reconciliation
- Neonatal Intensive Care Unit (NICU) Transport
- Neurological Assessment & Pre-Hospital Care
- Orthopedic Assessment & Pre-Hospital Care
- Orthopedic Stabilization & Traction
- Oxygen Administration
- Pain Management
- Patient Assessment & Pre-Hospital Care
- Pediatric Patient Care
- Pharmacology & Pharmacokinetics
- Pre-Hospital Trauma Life Support
- Psychiatric Patient Care
- Respiratory Arrest
- Respiratory Assessment & Pre-Hospital Care
- Restraints
- Standards of Care
- Ventilator Operation

MEDICAL SKILLS TRAINING – CLINICAL WITH PRECEPTOR

Ambulatory Patient Care

- Advanced Cardiac Life Support
- Code Blue Response and Procedures
- Cardiac Patient Care
- Equipment Operation
- Trauma Patient Care
- Geriatric Patient Care
- Pediatric Patient Care
- Pre-Hospital Trauma Life Support
- Respiratory Arrest
- Patient Assessment & Pre-Hospital Care
- Patient Transport Techniques

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:
Gilbert H. Snow, D.D.S., Inc.
Contract Number: ET21-0348

Panel Meeting of: June 25, 2021

ETP Regional Office: Sacramento

Analyst: J. Dongallo

PROJECT PROFILE

Contract Attributes:	Job Creation Initiative SET Retrainee HUA SB <100 COVID	Industry Sector(s):	Services (G) Healthcare (62) Priority Industry: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Counties Served:	Los Angeles, San Bernardino, Kern	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: 93	U.S.: 93	Worldwide: 93
<u>Turnover Rate:</u>	2%		
<u>Managers/Supervisors:</u> (% of total trainees)	6%		

FUNDING DETAIL

In-Kind Contribution
\$204,400

Total ETP Funding
\$143,543

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 HUA	Business Skills, Comm. Skills, Computer Skills	82	8-200	0	\$1,495	\$16.25
				Weighted Avg: 65			
2	Retrainee Job Creation SET	Business Skills, Comm. Skills, Computer Skills	6	8-200	0	\$1,633	\$16.25
				Weighted Avg: 71			
3	Retrainee SET	Business Skills, Comm. Skills, Computer Skills	2	8-200	0	\$1,495	\$34.77
				Weighted Avg: 65			
4	Retrainee Job Creation SET	Business Skills, Comm. Skills, Computer Skills	5	8-200	0	\$1,633	\$16.25
				Weighted Avg: 71			

Minimum Wage by County: Job Number 1 and 2: \$16.25 per hour in Los Angeles, San Bernardino, and Kern County. Job Number 3: \$34.77 per hour per Statewide Average wage under Special Employment Training (SET). Job Number 4: \$16.48 per hour in Los Angeles County; \$16.25 per hour in San Bernardino and Kern 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 \$2.50 per hour may be used to meet the Post-Retention Wage for Job Number 3. Up to \$0.23 per hour may be used to meet the Post-Retention Wage for Job Number 4 to meet the Los Angeles County wage.

Wage Range by Occupation		
Occupation Titles	Post-Retention Wage Range	Estimated # of Trainees
Job Number 1: Retrainee/HUA		
Administration		20
Dental Assistants		16
Dental Hygienists		10
Technicians		4
Treatment Coordinators		20
		12
Job Number 2: Job Creation/HUA		

Administration		2
Dental Assistants		1
Dental Hygienists		1
Technicians		1
Treatment Coordinators		1
Job Number 3: Retrainee		
Dental Hygienists		2
Job Number 4: Job Creation		
Administration		1
Dental Assistants		1
Dental Hygienists		1
Technicians		1
Treatment Coordinators		1

INTRODUCTION

Founded in 2017 and headquartered in Palmdale, Gilbert H. Snow, D.D.S., Inc. (Gilbert Snow), (<https://www.drsnow.com>) specializes in orthodontic services to individuals and families throughout the greater southern California region. The Company provides diagnosis, prevention, and correction treatment for teeth and jaw irregularities through the design, fabrication, or use of orthodontic appliances to allow for normal function and improved appearance. Gilbert Snow's customers are adults and children in need of orthodontic services. Training will be delivered at the Company's 12 locations in Palmdale (3), Lancaster (2), Encino, Victorville, Ridgecrest, Tehachapi (2), Valencia and Agoura Hills.

This is Gilbert Snow's first ETP Contract.

Veterans Program

Although this proposal does not include a dedicated Veterans job number, Gilbert Snow is committed to hiring and retraining Veterans. The Company currently has Veterans on staff.

COVID-19 Priority Status

Gilbert Snow 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.

The Company is categorized under the NAICs code of 621210, as the Offices of Dentists. It is not a regular priority NAICS code, but it is a COVID Pilot and COVID Response priority NAICS code. This code qualifies Gilbert Snow under the continued health and safety of the California public.

PROJECT DETAILS

The California Board of Dentistry often revises current state laws to ensure regulations to align with federal standards. Gilbert Snow must provide employees with the essential knowledge to remain in compliance with state and federal health care requirements. New requirements on

handling, preparation, policies and procedures, quality assurance, frequency of documentation, and administration has created a need for training among all occupations.

In addition, the Company utilizes multiple new software and systems which requires employee training. One software, program, "Dental Intel", measures employee performance to better ensure service delivery to patients. This software is used by the management and administrative teams so they can deliver information to headquarters on efficiency levels with patients, as well as on areas of improvement. Another system recently introduced is SimplyStraight. SimplyStraight, a clear aligner system that drastically reduces the cost and treatment time of straightening your teeth, while utilizing the expertise of an orthodontist to customize a treatment plan. This is an Invisalign type technology which involves in-house printing of teeth aligners, requires large amounts of training at all levels, including teaching all occupations about this product as it relates to their specific job. Training will ensure employees are utilizing the system efficiently and accurately to offer quality patient care.

Gilbert Snow will focus on day-to-day operations to develop new strategies, increase short-term cost-saving opportunities, and improve performance to ensure that its operation infrastructures are aligned with quality customer service. The Company is developing adaptive and interactive platforms to manage costs, and measure consumer needs and expectations. Training will ensure all regulatory changes are met while improving quality processes, outcomes and measures. In addition, enhancing employee skills will enable Gilbert Snow to remain competitive within the industry and offer higher workplace promotional opportunities.

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.

In the past year, Gilbert Snow increased their staff count by adding five new locations. The Company also plans to add two more locations within the next two years. In order to support this continued growth, Gilbert Snow has committed to hiring 11 new employees (Job Number 2 and 4). The Company will hire Administration, Dental Assistants, Dental Hygienists, Technicians and Treatment Coordinators.

The date-of-hire for all trainees will be within the three-month period before approval or within the term-of-contract. 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.

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 Modifications

Trainees in Job Numbers 1 and 2 work in a High Unemployment Area (HUA), a region with unemployment exceeding the state average by at least 25%. The Company's locations in Los Angeles, San Bernardino and Kern Counties are in an HUA.

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. Gilbert Snow is requesting a wage modification from

\$34.77 per hour to \$16.25 per hour for Job Number 1 in order to serve workers in lower-wage occupations.

Training Plan

Training will be delivered via Classroom/Laboratory, E-Learning and Videoconference 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. Training will focus on improving customer service, and updates on new product skills. Training topics include Appointment Sequencing, Communication Skills, Dental and Medical Terminology, Medical Billing, Regulatory Compliance and Treatment Goals.

Commercial Skills: Training will be offered to all occupations. Training will improve upon the employee's knowledge of proper techniques for working with equipment and the application of the product. This also includes cross training. Training topics include 3D Printing Protocols, Bone Metabolism, Cephalometric, Clincheck Design, Dental Materials, Facial Esthetics, Impacted Cuspids, Oral Hygiene, Orthodontic Discomfort, Permanent Dentition, Soft Tissue Management and Sterilization.

Computer Skills: Training will be offered to all occupations and include Medical Billing Systems, Mobile Devices, Patient Manager System and Remote Meetings.

Record Keeping

Gilbert Snow is using alternative recordkeeping method approved under the COVID-19 Response Plan.

Commitment to Training

Gilbert Snow spends up to \$25,000 per facility annually on training for twelve of their facilities. Employee training includes basic skills updates, new-hire classroom and preceptor-led training, safety training and mandated compliance training. In addition, the Company is implementing a supportive environment that includes experienced employees from each occupation. The designated group of employees will be available for consulting, collaboration, and assistance for all Gilbert Snow employees.

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 Chief Financial Officer (CFO), will be working with the Chief Operational Officer (COO) to plan, schedule, and ensure all aspects of training are uniformly implemented across all participating locations. Each participating location has a designated Clinical Coordinator to collect rosters and implement the Company's training plan. Gilbert Snow has a structured training plan in place to ensure the uniform implementation and successful completion of all training. Training will be delivered by in-house experts and vendors as needed.

In addition, Gilbert Snow has also retained the services of a third-party administrator with extensive ETP experience to assist with administration.

DEVELOPMENT SERVICES

Propel Consulting Group in El Dorado Hills assisted with development of this proposal for a flat fee of \$7,500.

ADMINISTRATIVE SERVICES

Propel Consulting Group 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/Video Conferencing Hours**

8-200

Trainees may receive any of the following:

BUSINESS SKILLS

- Appointment Sequencing
- Communication Skills
- Customer Service
- Dental and Medical Terminology
- Growth and Development
- HIPPA Compliance
- Leadership
- Limitations of Treatment Related to Licensing
- Medical Billing
- Problem Solving & Decision Making
- Regulatory Compliance
- Treatment Documentation
- Treatment Goals

COMPUTER SKILLS

- Medical Billing Systems
- Microsoft Office (Advanced/Intermediate)
- Mobile Devices
- Patient Manger System
- Payroll Systems
- Remote Meetings

COMMERCIAL SKILLS

- 3D Printing Protocols
- Appliances
- Bone Metabolism
- Bracket Placement
- Cephalometric
- Class II Correction
- ClinCheck Design
- Cone Beam Training
- COVID-19 Safety
- Dental Materials
- Emergency Response
- Equipment Maintenance
- Facial Esthetics
- Handling Ankylosed Teeth
- Impacted Cuspids
- Malocclusion Treatment
- Metals and Porcelain
- Model Trimming
- Open and Closed Bites
- Oral Hygiene
- Orthodontic Discomfort

- Orthognathic Surgery
- Periodontal Apparatus
- Permanent Dentition
- Pharmaceutical Principles
- Photography
- SimplyStraight System
- Soft Tissue Management
- Soldering
- Sterilization
- Tad Placement
- Third Molars
- Temporo-Mandibular Joint (TMJ)

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:
Hospitality Industry Training and Education Fund**

Contract Number: ET21-0332

Panel Meeting of: June 25, 2021

ETP Regional Office: North Hollywood

Analyst: M. Reeves

PROJECT PROFILE

Contract Attributes:	Retrainee Apprenticeship	Industry Sector(s):	MEC (H) Services (61,71,72,81,92) 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
\$153,000		\$10,600 8%		\$163,600

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 Apprentice	Commercial Skills	50	8-200	0	\$3,272	\$20.35
				Weighted Avg: 170			

***Post-Retention Wage is the Contractual Wage**

Minimum Wage by County: SET/Statewide: \$34.77 per hour
 Collective Bargaining Agreement wage: \$20.35 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 the Post-Retention Wage.

Wage Range by Occupation		
Occupation Titles	Post-Retention Wage Range	Estimated # of Trainees
Apprentice Chef de Partie/Line Cook		25
Apprentice Room Attendant		25

INTRODUCTION

Established in 2006 and located in Los Angeles, the Hospitality Industry Training and Education Fund (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 is eligible to contract with ETP as a Trade Association.

HTA launched a program in 2009 to connect employers, community colleges and community organizations with the workforce development system. This effort ensured that workers were provided access to the training needed to qualify for and progress in the hospitality/food service industry. HTA has continued to grow and flourish by expanding its reach from primarily hotels and event venues in downtown Los Angeles to additional cities and communities throughout the Greater Los Angeles region.

Participating employers include establishments such as the Luxe City Center Hotel and Westdrift Manhattan Beach Hotel. HTA provides classes for various hospitality and LAX airport positions, as well as ServSafe Food Handlers Certification and TiPS Alcohol Certification for incumbent workers. HTA will deliver the proposed training through its two DAS-approved apprenticeship programs. Although some participating employers are deemed to meet out-of-state competition standards, all participating employers are deemed to meet out-of-state completion under the ETP Apprenticeship Training Guidelines.

Veterans Program

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

Union Support

All trainees are represented by UNITE HERE Local 11. The union was directly involved with the development of the training plan and is in full support of the proposed training for its members. All trainees will meet the union collective bargaining agreement wage of \$20.35. Per ETP policy, a union letter of support is not required for labor-management partnerships.

PROJECT DETAILS

As the City of Los Angeles prepares for events like the Super Bowl in 2022 and the Summer Olympics in 2028, the hospitality/tourism industry will be adding thousands of new hotel accommodations. HTA's current and future employer partners will be looking to HTA to facilitate their training and hiring needs. This will be HTA's fourth ETP Contract; and the fourth in the last five years. Some Curriculum topics are repeated from a prior project; however, the subject matter has been largely amended to meet new industry standards, so there will be no duplication of training.

Class/Lab training for Room Attendant Apprentices will be both center-based and onsite at participating employer locations in a non-productive laboratory environment. HTA's state-of-the-art training facility has three fully functioning model hotel rooms to provide trainees with valuable hands-on experience. Class/Lab training for Line Cook apprentices will take place at HTA's culinary training kitchen also located in Los Angeles.

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 programs are five weeks (Room Attendant) and six weeks (Line Cook).

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. Apprentices must be earning at least the statewide average hourly wage (\$34.77) at the end of the retention period. However, all trainees in this proposal will meet the union collective bargaining agreement wage of \$20.35 per hour.

Training Plan

Training will be delivered via class/lab in the following:

Commercial Skills: Training will be offered to all occupations. Each participant will be placed in one of two training programs based on their projected career path:

- **Line Cook Apprentice:** training will equip trainees with the skills needed to successfully enter the culinary industry at the Chef de Partie/Line Cook level.

- **Room Attendant Apprentice:** training will equip trainees with the requisite skills to enter the hospitality industry as a Room Attendant at high-end lodging establishments in the Greater Los Angeles area.

Marketing and Support Costs

HTA conducts outreach and recruitment through mail, informational flyers, personal contacts, telephone calls, emails, and its website. Announcements for the program are disseminated to local, state and federal agencies, as well as community colleges and signatory hotels. HTA conducts also job fairs and assists in the hiring process for numerous concession companies.

HTA is requesting 8% support costs for program marketing and training-related activities including the recruitment of participating employers and assessment of employer-specific job requirements for retrainees. While some participating employers and trainees have already been recruited, additional recruitment is necessary to support a greater pipeline of program participants. Staff recommends the 8% support costs.

Retention Modification

Due to the cyclical nature of employment in the hospitality industry, it is not customary for workers to be employed for a standard retention period of 90 consecutive days with one employer. The Panel may substitute non-consecutive hours worked for retention. HTA is requesting a modified retention of at least 500 hours within 272 days with multiple employers. This is consistent with ETP Apprenticeship Training Guidelines.

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.

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 Programs will oversee project administration. Additional HTA support staff will assist with recruitment, scheduling, tracking, and documentation. HTA has formed a team of 15 instructors to deliver training. HTA has also retained an administrative consultant to ensure that all training adheres to ETP requirements. The majority of classes, except the culinary apprenticeship training, will take place at HTA's training facility in Los Angeles. Some training may also take place at employer sites. HTA has an established DAS-approved apprenticeship training plan and is prepared to commence training upon contract approval.

ACTIVE PROJECTS

The following table summarizes HTA's performance under active ETP Contracts:

Contract No.	Approved Amount	Term	No. Trainees (Estimated)	No. Completed Training	No. Retained
*ET21-0202	\$200,000	09/01/20 – 08/31/22	100	116	TBD
**ET19-0307	\$97,973	10/29/18 – 01/26/21	67	80	26

*ET21-0202 (COVID Pilot): Based on ETP Systems, 868 reimbursable hours have been tracked for potential earnings of \$434,000 (217% of approved amount). The Contractor projects final earnings of 100% based on training delivered to date, pending final closeout of this Contract.

**ET19-0307: Based on ETP systems, 80 trainees completed the minimum required hours for reimbursement (119% of the 67 planned number to retain). ETP systems show that 5,713 have been tracked for potential earnings of \$124,727 (124% of approved amount). To date, 26 trainees have been retained for approved earnings of \$64,534 (66%). The Contractor projects final earnings of at least 70%, pending final closeout of this Contract.

PRIOR PROJECTS

The following table summarizes HTA's performance 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%)

ET15-0355: 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 the 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. This Contract did not include apprenticeship training. To minimize the possible reoccurrence of this issue, HTA 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

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 Hours**

8-200

Trainees may receive any of the following:

Apprentice Training**COMMERCIAL SKILLS**Room Attendant Skills

- Awareness of Safety and Security
- Being a Successful Employee
- Cleaning Bathrooms
- Cultural Awareness & Diversity
- Ergonomics
- Exceptional Customer Service
- Hotel Operations
- Hotel Rooms Division
- How to Clean Rooms
- How to Make Beds
- How to Vacuum, Dust and Polish
- Introduction to Rooms Services & Hospitality
- Job Interview Skills
- Review & Preparation for the Certified Guest Room Attendant Examination
- Room Services
- Sanitation Standards, including COVID-19 Disinfection
- Technology & Social Media

Culinary Skills

- Allergens
- Basic Baking Concepts
- Breakfast Cookery
- Butchering & Hot Cookery
- Cooking in an Expedited Environment
- Cross Contamination
- Ergonomics
- Final Exam
- Food Safety & Sanitation
- Introduction to Culinary Industry
- Kitchen Equipment
- Kitchen Math
- Knife Skills
- Sauces
- Soup Cookery
- Stock Cookery
- The Importance of Maintaining Personal Grooming and Hygiene

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
Training Proposal for:
Invitae Corporation**

Contract Number: ET21-0314

Panel Meeting of: June 25, 2021

ETP Regional Office: Sacramento

Analyst: D. Jordan

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:	San Francisco, Orange, San Diego, Santa Clara, Alameda	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: 1,300	U.S.: 2,000	Worldwide: 2,100
<u>Turnover Rate:</u>	14%		
<u>Managers/Supervisors:</u> (% of total trainees)	0%		

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	Job Creation COVID SET	Other Titles (COVID Training Bundle)	100	4-4	0	\$2,000	\$17.50
				Weighted Avg: 4			

***Post-Retention Wage is the Contractual Wage**

Minimum Wage by County: COVID Pilot Minimum wage for all counties is \$17.50/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	Post-Retention Wage Range	Estimated # of Trainees
Client Service Staff		2
		8
		10
Engineering Staff		15
Support Staff		9
		18
		18
Productions Operations Staff		10
		3
		7

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.

Founded in 2010 and headquartered in San Francisco, Invitae Corporation (Invitae) (www.invitae.com), delivers genetic testing services that support a lifetime of patient care. Genetic testing services include inherited disease diagnoses; family planning, proactive health screening; personalized diagnosis; and the treatment and monitoring of cancer. Invitae applies proprietary design, process automation, robotics and bioinformatics software solutions to achieve efficiencies in sample processing and complex variant interpretation. Invitae customers include medical providers, patients, biopharmaceutical partners, hospitals and research organizations. Training will take place at the Company’s locations in San Francisco, Irvine, Solana Beach, Palo Alto and Oakland. This will be Invitae’s first ETP Contract.

PROJECT DETAILS

Retrainee - Job Creation

Invitae has seen a change in industry due to the stay-at-home orders mandated by the state: evolving and increased telemedicine use due to the current public health climate. Telemedicine has allowed Invitae to assist clinicians and patients without their presence and provide excellent customer service. This shift along with the impending re-opening of the state has required the Company to onboard 100 additional staff. 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 / Curriculum

The delivery method listed in curriculum will be Class/Lab, however, the Company may use CBT, PL, or E-Learning when delivering training.

Training Type will be "COVID Training Bundle".

Other Titles/COVID Training Bundle: Training will be offered to all occupations on: Business Process Skills, COVID Related Process Changes, Preventing Virus Spread, Communication Skills and Team Building.

Special Employment Training

Under SET, the 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.

Training Hours

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

➤ Training Infrastructure

Invitae's CFO and two additional representatives will oversee the overall success and perspectives of the contract. Invitae has a Talent Operations team at each location to ensure all administrative duties are handled properly, with all staff aware of their responsibilities. Invitae also retained the services of a third party subcontractor who will assist with all administrative requirements.

Commitment to Training

Invitae budgets approximately \$1,000,000 annually for training for all their facilities 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.

Record Keeping

Invitae will use an alternative recordkeeping method approved under the COVID-19 Response Plan.

DEVELOPMENT SERVICES

Training Funding Partners in Huntington Beach assisted with development of this proposal for a flat fee of \$4,500.

ADMINISTRATIVE SERVICES

Training Funding Partners 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/E-Learning/Videoconference Hours**

4 - 4

Trainees may receive any of the following:

OTHER TITLES (COVID Training Bundle)

- Advanced Safety Skills
- Business Process Skills
- Communication Skills
- Compliance Management
- Conflict Management
- COVID Related Process Changes
- Cross-Training Skills
- Customer Service
- Documentation/Audit/Reporting Skills
- Environmental Cleaning and Disinfection
- Genetic Sample Intake/Processing Skills
- Information Security Skills
- Laboratory Skills
- Leadership Skills
- New Technology/Nanotechnology
- New Products/New Markets
- Preventing Virus Spread
- Problem Solving/Decision Making
- Process/Quality Improvement Procedures
- Proper PPE Usage
- Proprietary System Skills
- Social/Physical Distancing
- Standard Operating Procedures
- Team Building

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



**Training Proposal for:
Kern County Builders' Exchange Incorporated**

Contract Number: ET21-0322

Panel Meeting of: June 25, 2021

ETP Regional Office: North Hollywood

Analyst: L. Vuong

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate SB <100 SET HUA	Industry Sector(s):	MEC (H) Construction (23) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Kern	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
\$101,200		\$7,040 8%		\$108,240

In-Kind Contribution:	50% of Total ETP Funding Required	\$113,564
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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	Business Skills, Comm Skills, Computer Skills, Continuous Impr., Haz. Materials, Hazwoper, OSHA 10/30	110	8-200	0	\$984	\$16.00
				Weighted Avg: 40			

***Post-Retention Wage is the Contractual Wage**

Minimum Wage by County: Job Number 1 (SET-HUA): \$14.34 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

Although participating employers provide health benefits, they are not being used to meet Post-Retention Wage.

Wage Range by Occupation		
Occupation Titles	Post-Retention Wage Range	Estimated # of Trainees
Laborer		40
Operations Staff (Estimator/Quality Assurance)		25
Administrative Staff		25
Frontline Supervisor		10
		5
		5

INTRODUCTION

Established in 1929, and headquartered in Bakersfield, Kern County Builders' Exchange Incorporated (KCBEX) (www.kcbex.com) is a non-profit membership organization whose mission is to facilitate the link between, general contractors, architects, sub-contractors, and other related construction businesses to streamline the bidding process for commercial and public works projects. KCBEX also provides technical assistance to identify contracting opportunities, understand compliance requirements, and utilize government program resources. With over 500 members who represent every facet of construction and construction-related services, KCBEX has evolved into an active professional association providing and promoting high ethical and professional standards, quality services, industry education, safety training, political advocacy, networking opportunities, and construction resources in the communities. KCBEX's broad range of services enable members to not only keep pace with the competition but develop professional relationships that improve their capabilities and long-term success.

KCBEX is focused on economic growth, supporting and serving workers and small businesses in construction, and job creation in rural communities. KCBEX has been promoting a collaboration of all different sectors of the industry to work together.

KCBEX is eligible to contract with ETP as a Trade Association, under Title 22, California Code of Regulations (CCR), Section 4400(j)(3). This is KCBEX's first ETP Proposal. According to KCBEX, this proposal shall not replace, compete with or duplicate in any way already existing approved apprenticeship programs. The objective of this proposal is to increase opportunities for higher wages, improve job skills, and inspire workers to pursue career advancement.

Veterans Program

Although there is no Veterans components, KCBEX plans to work closely with and market training opportunities to Veterans in the community thru Kern Community College District, Veteran Resource Centers, and Kern Patriot Partnership.

PROJECT DETAILS

The construction industry is currently steadily growing in California. Construction, technology and industry requirements are advancing and updating at a rapid pace and new systems are constantly being introduced into the marketplace. To keep up with these changes, KCBEX has expanded its services and existing facilities, offering live webinar training and building a 1,400 square-foot training auditorium. Furthermore, employers' need for a skilled and trained workforce is critical to remain current with industry standards and exceed customers' expectations.

ETP-funded training will provide participating employers the opportunity to sustain competitiveness, grow business, meet customer demand, create new job opportunities, increase wages and retention, remain current with rapidly changing technology, and adapt to the new business environment resulting from the COVID-19 pandemic. KCBEX is focused on providing opportunities to companies in rural communities that do not have necessary resources to provide innovative processes and new technology to the workforce. The training proposed in this Agreement will assist in accomplishing these objectives.

Employer Demand/Training Plan

The core group of employers consist of two large companies and nine small businesses, which represents over 100% of requested funding for this proposal, and have made firm commitments to participate upon Panel approval. The proposed training will be offered to employers in Kern County. KCBEX anticipates 90% of training will be conducted at KCBEX's facility; the remainder will be at participating employers.

Training outlined in this proposal is customized, based on employer needs assessments and training objectives. The proposed training will provide trainees with sufficient Business, Commercial, Computer Skills, and Hazardous Materials needed to successfully manage and grow their businesses. KCBEX conducts interviews with employers and training experts to maintain a comprehensive curriculum that is relevant and responsive to training needs. In addition, participating employers are encouraged to complete post-training evaluations. This feedback is shared with trainers and program managers to measure the quality of training and identify how certain modules can be improved to continuously meet employer demands.

Training will be provided via Class/Lab, Video Conference and E-Learning in the following:

Business Skills: This training will be offered to all occupations to promote effective communication, improve business operations, and update industry procedures and guidelines.

Commercial Skills: This training will be offered to all occupations focusing on COVID-19, material handling, operational techniques, equipment and tools, and health/safety standards. The skills training proposed does not compete, duplicate, or parallel training funded through an apprenticeship program.

Computer Skills: This training will be offered to all occupations. Training will allow all trainees to effectively use software applications and devices that run and support business operations, to keep up with current technology, and teach them to work more efficiently and effectively in all functions.

Hazardous Materials: This training will be offered to all occupations. Trainees will learn the proper techniques and knowledge for handling chemical and waste cleaning. Trainees will also learn how to report, monitor and protect wildfire and endangered species.

Certified Safety Training

1. 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 Laborers and Operations Staff (Estimator/Quality Assurance) 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. OSHA 10/30 is not included in the 10% limitation on safety training.
2. Hazardous Waste Operations and Emergency Response Standard (HAZWOPER). This training is a series of courses specifically designed for workers who handle hazardous substances as first-responders, or clean-up as needed at a hazard disposal or emergency site. It consists of 40 hours of classroom or CBT training, for workers stationed at the hazard site; and 24 hours for workers who visit the site (e.g., engineers). Field training is also required, although not funded by ETP. Completion of the training results in a certificate that expands employment opportunities. Each certification requires an 8-hour annual refresher course. This coursework must be approved by Cal-OSHA, and the instructors must be certified by Cal-OSHA. Training will be provided to Laborers and Operations Staff (Estimator/Quality Assurance) and 30 hours for Frontline Supervisors.

Frontline Worker

KCBEX will be training frontline Supervisors. These employees communicate and interact with customers and are available to provide services at all times. These individuals spend 100% of their time performing frontline work and do not hire, fire or make company policy. Based on the nature and scope of their job duties, these trainees meet the Panel's definition of frontline workers. As frontline workers, these trainees qualify for SET funding.

Commitment to Training

Most of the participating employers lack the resources and funding to conduct formal and structured training; whereas, many small rural companies have limited or no training budgets. The majority provide on-the-job training to new employees, safety, procedures and policies, and basic job-specific skills training. For some participating employers, this project will be an opportunity to participate in a formal training program for the first time. ETP funding will enable these companies to provide a larger number of employees with a broader spectrum of skills development, introduce them to new business practices and services to sustain growth, and remain competitive. KCBEX will only provide training to participating employers in subjects that are outside of their expertise.

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

➤ Training Infrastructure

Training is scheduled to begin upon approval and will be delivered by in-house subject matter experts. Outside professional experts may be used if specific technical skills are required and unavailable internally. KCBEX has designated an Executive Director, a Safety Risk Advisor, and a Development Manager to oversee ETP training and administrative responsibilities.

Marketing and Support Costs

KCBEX has a well-established marketing relationship with local government agencies, nonprofit organizations, Kern Community College District, Kern High School District Regional Occupation Center, and collaborative network of businesses to promote training opportunities. Staff has built strong relationship with its partners to develop and improve job skills, prepare students for entry level employment, and provide training opportunities for adult to reenter into the workforce. KCBEX utilizes the following avenues to market their training programs: social media, emails, newsletters, local press, Facebook, Instagram, LinkedIn, and meetings with local employers. KCBEX seeks support costs of 8% to fund extensive marketing efforts to recruit additional participating employers and assessment activities of employers. Staff recommends 8% support costs.

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 at the end of the retention period. The proposed targeted participating employers do not face out-of-state competition; therefore, this project will be funded under Special Employment Training (SET) provisions for frontline workers. Trainees in Job Number 1 are employed in a Priority Industry, and the Panel may modify the wage up to 25% below the statewide average hourly wage (from \$34.77 to \$26.08).

➤ HUA

Additionally, trainees in Job Number 1 work in Kern County, a High Unemployment Areas (HUA) with the unemployment exceeding the state average by at least 25%. For companies in HUAs, the Panel may modify the ETP Standard Minimum Wage by up to 25% if post-retention wages exceed the start-of-training wages.

➤ Wage Modification

KCBEX is requesting a wage modification, reducing the Minimum Wage by 16% from \$19.12 to \$16.00 per hour for trainees in Job Number 1 (SET-HUA Minimum Wage) in Kern County.

➤ COVID Waiver

KCBEX is also requesting to use alternate recordkeeping for E-Learning approved by ETP as permitted by ETP's Response to COVID-19 pandemic.

Trainer Qualifications

All training provided under this proposal will be delivered by KCBEX faculty. In-house Staff are competent in the subject matter and have completed all classes required for the proficiency in each topic of training prior to delivery of training on that topic.

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.

DEVELOPMENT SERVICES

N/A

ADMINISTRATIVE SERVICES

N/A

TRAINING VENDORS

N/A

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

8-200

Trainees may receive any of the following:

BUSINESS SKILLS

- Bidding and Negotiation Skills
- Business Development
- Communication Skills
- Contracts
- Functional Ergonomics
- LEIN Procedures
- Payroll Compliance
- Problem Solving & Decision Making
- Recordkeeping for Certified Payroll
- Recordkeeping & Documentation
- Social Media Advertising
- Time Management
- Written Safety Program Development

COMMERCIAL SKILLS

- COVID-19
- Blueprint Reading
- Confined Space
- Operational Techniques
- Equipment Operation
- Fall Protection
- Forklift Training
- Health/Safety Standards
- Risk Assessments

COMPUTER SKILLS

- Microsoft Office Applications
- Mobile Device Usage
- QuickBooks

HAZARDOUS MATERIALS

- Hazardous Communication (HazCom)
- Lead and Asbestos
- RCRA Hazardous Waste Management
- Silica and Dust Control
- Emissions and Air Permitting
- H2S in Oil and Gas Production
- Herbicide Applicator Training for Vegetation Management and Wildfire Protection
- Oil and Gas Remediation Processes
- Sampling, Monitoring, and Reporting
- Threatened and Endangered Species

HAZWOPER (Certified OSHA Instructor)

- Hazmat Regulations and Standards
- Terminology
- Advanced/Basic Hazard and Risk Assessment Techniques
- Use and Inspection of Personal Protective Equipment
- Offensive/Basic Material Control Procedures
- Advanced/Basic Decontamination Procedures
- Refresher Training for Control and Decontamination Procedures and Regulatory Updates

OSHA 10/30 (Certified OSHA Instructor)

- OSHA 10
- OSHA 30

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.

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: Kern County Builders' Exchange Incorporated
Reference No: 20-0544

CCG No.: ET21-0322
Page 1 of 3

ALPHABETIZE BY COMPANY NAME

Company: 3G Rebar, Inc. Priority Industry? Yes No

Address: 6400 Price Way

City, State, Zip: Bakersfield, CA 93308

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Contract: 2 Small Business? Yes No

Total # of full-time company employees worldwide: 15

Total # of full-time company employees in California: 15

Company: A-C Electric Company Priority Industry? Yes No

Address: P.O. Box 81977

City, State, Zip: Bakersfield, CA 93380

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Contract: 28 Small Business? Yes No

Total # of full-time company employees worldwide: 300

Total # of full-time company employees in California: 300

Company: Bronco Electric Inc. Priority Industry? Yes No

Address: 1711 Art Street

City, State, Zip: Bakersfield, CA 93312

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Contract: 5 Small Business? Yes No

Total # of full-time company employees worldwide: 30

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

Company: Brown's Construction Services, Inc. Priority Industry? Yes No

Address: 3736 Gilmore Avenue

City, State, Zip: Bakersfield, CA 93308

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Contract: 40 Small Business? Yes No

Total # of full-time company employees worldwide: 75

Total # of full-time company employees in California: 75

ALPHABETIZE BY COMPANY NAME

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: Kern County Builders' Exchange Incorporated
Reference No: 20-0544

CCG No.: ET21-0322
Page 2 of 3

Company: Burtch Construction

Priority Industry? Yes No

Address: 18815 Highway 65

City, State, Zip: Bakersfield, CA 93308

Collective Bargaining Agreement(s): No

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

Small Business? Yes No

Total # of full-time company employees worldwide: 53

Total # of full-time company employees in California: 53

Company: Dobitz Construction, Inc.

Priority Industry? Yes No

Address: 9205 Totem Avenue

City, State, Zip: Bakersfield, CA 93312

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Contract: 1

Small Business? Yes No

Total # of full-time company employees worldwide: 8

Total # of full-time company employees in California: 8

Company: HPS Plumbing Service Inc.

Priority Industry? Yes No

Address: 3100 E. Belle Terrace

City, State, Zip: Bakersfield, CA 93307

Collective Bargaining Agreement(s): No

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

Small Business? Yes No

Total # of full-time company employees worldwide: 300

Total # of full-time company employees in California: 300

Company: S.C. Anderson, Inc.

Priority Industry? Yes No

Address: 2160 Mars Court

City, State, Zip: Bakersfield, CA 93308

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Contract: 4

Small Business? Yes No

Total # of full-time company employees worldwide: 40

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

ALPHABETIZE BY COMPANY NAME

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: Kern County Builders' Exchange Incorporated
Reference No: 20-0544

CCG No.: ET21-0322
Page 3 of 3

Company: Sierra Construction & Excavation

Priority Industry? Yes No

Address: 12502 Jomani Drive

City, State, Zip: Bakersfield, CA 93312

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Contract: 3

Small Business? Yes No

Total # of full-time company employees worldwide: 30

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

Company: Tumblin Company

Priority Industry? Yes No

Address: 2901 H Street, Suite 15

City, State, Zip: Bakersfield, CA 93301

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Contract: 1

Small Business? Yes No

Total # of full-time company employees worldwide: 5

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

Company: Wolf Construction

Priority Industry? Yes No

Address: 22 W. Palo Alto Avenue, Unit 101

City, State, Zip: Clovis, CA 93612

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Contract: 1

Small Business? Yes No

Total # of full-time company employees worldwide: 4

Total # of full-time company employees in California: 4



COVID Rapid Reemployment and Retraining Pilot

Training Proposal for: La Tortilla Factory Inc.

Contract Number: ET21-0308

Panel Meeting of: June 25, 2021

ETP Regional Office: San Francisco Bay Area

Analyst: R. Jackson

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:	Stanislaus, Los Angeles, Sonoma, Alameda, Yolo, San Diego	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: 300	U.S.: 300	Worldwide: 300	
<u>Turnover Rate:</u>	7%			
<u>Managers/Supervisors:</u> (% of total trainees)	4%			

FUNDING DETAIL

In-Kind Contribution
\$115,298

Total ETP Funding
\$100,000

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	Job Creation COVID SET	Other Titles (COVID Training Bundle)	50	4-4	0	\$2,000	\$17.50
				Weighted Avg: 4			

Minimum Wage by County: COVID Pilot Minimum wage for all counties is \$17.50/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 \$1.75 per hour may be used to meet the Post-Retention Wage.

Wage Range by Occupation		
Occupation Titles	Post-Retention Wage Range	Estimated # of Trainees
Financial Analyst		1
Supervisor / Manager		2
Mixer		10
Operator		3
Packer		10
Route Sales Representative		12
		5
Warehouse Staff		6
Safety Administrator		1

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's Special Employment Training (SET).

Founded in 1977 and headquartered in Santa Rosa, La Tortilla Factory Inc. (La Tortilla) (www.latortillafactory.com) produces, packages, and distributes a variety of tortilla products. Its products include fat free flour tortillas, low carb tortillas, gluten free tortillas, extra virgin olive oil wraps, and handmade style corn tortillas. Customers include Safeway, Albertsons, and Kroger Foods. The Company has seven facilities throughout California (Ceres, Commerce, Santa Rosa (2), Oakland, Vista, and West Sacramento). ETP training will be delivered at all of these locations. This will be La Tortilla's third ETP Contact, and its third in the last five years.

Veterans Program

Although this proposal doesn't include a Veteran's component, La Tortilla recruits from a variety of veteran-based organizations online such as Bradley Morris (staffing/recruiting services), local workforce agencies (i.e. - CalJobs, Sonoma County Job Link), and Facebook community groups to recruit veterans for all positions.

Retrainee-Job Creation

La Tortilla plans to hire 50 Job Creation trainees (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.

For COVID Pilot proposals, backfilling is permissible if it is related to calling back employees or hiring new staff that resulted from downsizing events due to the COVID-19 pandemic. In this instance, 20% of the proposed training population are estimated as backfilling staff members.

PROJECT DETAILS

Training Plan / Curriculum

The delivery method listed in curriculum will be Class/Lab, however, may use CBT, PL, or E-Learning when delivering training. Training Type will be "COVID Training Bundle."

Special Employment Training

Under SET, the participating employer is not required to demonstrate out-of-state competition (OSC). However, in this case the employer does meet ETP's OSC requirement.

- Wage

Trainees qualify for the ETP COVID Pilot Minimum Wage of \$17.50 per hour statewide, with the possibility of using up to \$1.75 in health benefits to meet Post-Retention 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. However, the Company represents 35 hours is the minimum for full-time employment status to receive health benefits and requests no modification.

Training Hours

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

➤ Training Infrastructure

La Tortilla's VP of Operations (dedicated administrator) will provide administrative oversight, and three HR support staff (H.R. Supervisor, H.R. Director, and H.R. Coordinator) will assist with training scheduling, training supervision, and records management. Additionally, a third-party administrator- Economic Incentives Advisory Group (EIAG) has been hired with a team of three additional members to assist with ETP's systems and staff. Approximately 35 full-time internal subject-matter experts will coordinate training delivery. All ETP training will be delivered in-house.

Impact/Outcome

50 new employees will have upgraded skills necessary to fulfill their job functions in a safe manner that reflect proper COVID-19 processes.

Commitment to Training

Between the seven business locations in California the Company invests an estimated \$60,000 per year for training. Current training not included in the ETP proposal includes legal compliance training, basic safety training, new-hire orientation, and continuing education professional development for specific executive and finance positions.

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.

High Unemployment Area

Trainees in Los Angeles County work in a High Unemployment Area (HUA) with unemployment exceeding the state average by at least 25%. However, no HUA wage modification is requested.

Recordkeeping

Alternative recordkeeping method approved under the COVID-19 Response Plan.

Temporary to Permanent Hiring

The Company will train 20 workers under Panel guidelines for the Temporary-to-Permanent program (Job Number 1). 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 3 months.

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.

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
ET20-0225	\$393,760	12/23/19 – 12/22/21	214	TBD	TBD

Based on ETP systems, 15,648 reimbursable hours have been tracked for potential earnings of \$359,904 (91% of approved amount). The Contractor projects final earnings of 100% based on training currently committed to by employers and in progress through September 2021 of final training.

PRIOR PROJECTS

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
18CS-0047	Santa Rosa	9/5/17 – 9/4/19	\$241,104	\$241,104 (100%)

DEVELOPMENT SERVICES

EIAG in Phoenix, AZ assisted with development at no cost.

ADMINISTRATIVE SERVICES

EIAG will also perform administrative services for a fee not to exceed 9% 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:

COVID TRAINING BUNDLE

-  COVID Overview
-  Mandatory Mask Use
-  Maintaining Social Distance
-  Temperature Check Process
-  Traveling
-  Reporting Symptoms
-  Sanitizing Measures
-  Sanitizing Tools
-  Sanitizing Vehicles
-  COVID Resources
-  Position Specific COVID Processes

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: Los Gatos Tomato Products, LLC

Contract Number: ET21-0318

Panel Meeting of: June 25, 2021

ETP Regional Office: Sacramento

Analyst: D. Jordan

PROJECT PROFILE

Contract Attributes:	COVID SB <100 Job Creation Initiative SET HUA	Industry Sector(s):	Manufacturing (E)
			Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Fresno	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: 50	U.S.: 50	Worldwide: 50
Turnover Rate:	1%		
Managers/Supervisors: (% of total trainees)	N/A		

FUNDING DETAIL

In-Kind Contribution
\$275,000

Total ETP Funding
\$148,000

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	Job Creation SB <100 COVID SET	Other Titles (COVID Training Bundle)	74	4-4	0	\$2,000	\$18.00
				Weighted Avg: 4			

***Post-Retention Wage is the Contractual wage**

Minimum Wage by County: COVID Pilot Minimum wage for all counties is \$17.50/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	Post-Retention Wage Range	Estimated # of Trainees
Forklift Drivers		12
Lab Technicians		10
Maintenance Staff		6
		2
Operators		35
		9

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.

Founded in 19921 and headquartered in Huron, Los Gatos Tomato Products, LLC (Los Gatos) (<http://www.losgatostomato.com>) specializes in producing high quality tomato paste tailored to customers’ needs or specifications. To produce consistent, high quality tomato paste Los Gatos utilizes dual-process aseptic systems. Los Gatos customers include members of the food service industry and retail customers. Training will take place at the Company’s location in Huron. This is Los Gatos second ETP Contract, and the first in the last five years.

Special Employment Training

Under SET, the 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.

Veterans Program

Although there is not a separate Veterans job component, Los Gatos accepts Veteran applications and strongly considers Veteran candidates.

Retrainee - Job Creation

The Company will hire 74 new employees. The date-of-hire for trainees will be within the three-month period before contract approval or within the term-of-contract.

Los Gatos 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. With the state of California opening back up and people visiting restaurants it has led to an increase in Los Gatos products. Restaurants make up 40% of Los Gatos customer base and Los Gatos' product volume has increased by 15% in the last three months which has led for the need to increase their staff. 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.

PROJECT DETAILS

Training Plan / Curriculum

The delivery method listed in curriculum will be Class/Lab, however, may use CBT, PL, or E-Learning when delivering training.

Training Type will be "COVID Training Bundle".

Other Titles/COVID Training Bundle: Training will be offered to all occupations on: Basic Knowledge of Coronavirus, Preventing Virus Spread, Use of Sanitizers, Cleaning Tools and Equipment, and Social Distancing.

Training Hours

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

High Unemployment Area

All trainees work in a High Unemployment Area (HUA), with unemployment exceeding the state average by at least 25%. The Company's location in Fresno County are in an HUA.

Commitment to Training

Los Gatos budgets approximately \$200,000 annually for training and 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

The CEO will oversee the overall success and perspectives of the ETP Contract. The General Manager will work with the HR Manager on identifying trainees and scheduling training. Additionally, two executives, the HR Manager and four trainers will assist with administration and operation. Los Gatos has a process in place to ensure all administrative duties are handled properly, with all staff aware of their responsibilities. Los Gatos also retained the services of a third party subcontractor who will assist with all administrative requirements. Training will be delivered by in-house experts.

Record Keeping

Los Gatos will use an alternate recordkeeping method approved under the COVID-19 Response Plan.

DEVELOPMENT SERVICES

Propel Consulting Group in El Dorado Hills assisted with development for fee of \$10,000.

ADMINISTRATIVE SERVICES

Propel Consulting Group 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

4 - 4

Trainees may receive any of the following:

OTHER TITLES (COVID Training Bundle)

- Assembly Processes
- Basic Knowledge of Coronavirus
- Cleaning Tools & Equipment
- Contact Checklist
- Continuous Improvement
- Depalletizer
- Equipment Maintenance
- Equipment Operation
- Error Reduction
- Facility Processes & Procedures
- Families First Coronavirus Response Act
- Good Manufacturing Practices
- Manufacturing Basics
- Packaging Line Equipment Operations
- Preventing Virus Spread
- Production Techniques
- Product Handling
- Proper Use of PPE
- Quality Assurance
- Social Distancing
- Symptoms Checklist
- Testing Information
- Use of Sanitizers

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



Training Proposal for:
Opportunity Junction, Inc.
Contract Number: ET21-0307

Panel Meeting of: June 25, 2021

ETP Regional Office: San Francisco Bay Area **Analyst:** Robert Jackson

PROJECT PROFILE

Contract Attributes:	SET Multiple Barriers New Hire Priority Rate Medical Skills Training	Industry Sector(s):	MEC (H) Services (61,71,72,81,92) Healthcare (62) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Contra Costa	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
\$172,500		\$16,550 12%		\$189,050

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 Medical Skills Training	Business Skills, Medical Skills, Computer Skills, Job Readiness Skills	50	8-260	0	\$3,781	\$17.33
				Weighted Avg: 150			

***Post-Retention Wage is the Contractual Wage**

Minimum Wage by County: \$17.33 per hour for Contra Costa 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	Post-Retention Wage Range	Estimated # of Trainees
Administrative Staff		10
		15
Certified Nursing Assistant		15
		10

INTRODUCTION

Founded in 1999 and headquartered in Antioch, Opportunity Junction, Inc. (Opportunity Junction) (www.opportunityjunction.org) is a private training agency that empowers low-income and at-risk individuals to gain the job skills to obtain sustainable employment in high-demand growth industries. ETP-funded training will be delivered out of its Antioch facility.

Opportunity Junction provides services to over 250 people each year who benefit from intensive career training, which include skills upgrades, through its Healthcare Career Pathways and Administrative Careers programs. Its trainees' placement success rate is 82 percent, with trainees successfully placed reportedly still employed 18 months later. This training agency maintains support in the local business community that actively hire its graduates.

This is Opportunity Junction's third ETP Contract and the third in the last five years. In this proposal, it is requesting ETP funds to train 50 trainees (New Hires including Ex-Offenders/At-Risk Youth or individuals with Multiple Barriers) to become entry-level Administrative Support professionals and Certified Nursing Assistants (CNA).

Veterans Program

Although a Veterans component is not included in this project, Opportunity Junction partners with the Employment Development Department (EDD) to serve clients including veterans. EDD

operates its main office in close proximity to Opportunity Junction's Antioch headquarters, and EDD has a veterans program via its Workforce Services Branch (WSB) that refers eligible trainees to Opportunity Junction's programs.

PROJECT DETAILS

Administrative (Office) Support Demand

Based on Opportunity Junction's review, the California Labor Market Information provided by EDD's Labor Market Information Division (LMID) projects 19,000 new openings for Administrative Staff each year in Contra Costa County and its neighboring Alameda County. Opportunity Junction reports there is a high demand for and low supply of qualified workers competing for these administrative positions. This scarcity (local-candidate gap) factor was considered when designing the proposed ETP-training plan.

Certified Nursing Demand

Based on Opportunity Junction's review of the California Labor Market Information provided by EDD's LMID, California's population is aging and the demand for CNAs is high. Jobs for Nursing Assistants (NA) are expected to increase by 15.4%, or 15,800 jobs between 2016 and 2026. Opportunity Junction represents the number of NAs is expected to grow faster than the average growth rate for all occupations.

Training Plan

ETP-funded training will be delivered via Class/Lab and E-Learning in the following:

Business Skills: Training will be offered to Administrative Support Staff on courses like Business Math, Financial Systems, Customer Service Skills, Office Management Tools, Meeting Quality Standards for Service, and Data Management.

Computer Skills: Training will be offered to Administrative Support Staff on System Administration, Operating Systems, Computer and Data Security, and Application Software.

Job Readiness Skills: Training will be offered to Administrative Support Staff on topics such as Interviewing Skills, Resume Development, and Business Etiquette.

Medical Skills: Training will be offered to CNAs using the standardized CNA curriculum including topics such as Terminology, Patient Safety, Infection Control, and Measuring Vital Signs.

Special Employment Training (SET) / Multiple Barriers (New Hire)

Under SET, 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.

Note: Contractor must pre-screen trainees to determine their eligibility prior to enrolling trainees. Barriers must be identified and kept on file with the Contractor. Contractor must demonstrate training will help trainees address the identified barriers.

Ex-Offender / At-Risk Youth (New Hire)

Training will be funded as SET/Multiple Barriers under the Ex-Offender/At-Risk Youth Guidelines. Opportunity Junction will be responsible for documenting the eligibility criteria for this program.

- For Ex-Offenders, this must include: case number from the conviction proceeding; parole or probation officer's name and phone number; and records from the institution where incarcerated.
- For At-Risk Youth, the documentation must show that the trainee is between 18 and 23 years of age. They will be deemed at-risk if they are not in school or employed full-time, and meet other criteria specified in the pilot program guidelines.

➤ Retention Modification

Retention may be satisfied by full-time employment for a minimum of 30 hours per week during the consecutive 90-day employment retention period. Opportunity Junction requests the following retention modifications:

Retention may also be satisfied by employment of at least 500 hours within 180 days with one or more participating employers.

➤ Incidental Placement

Incidental placement with public and nonprofit entities is permissible for the trainees in Job Number 1, not to exceed 25%.

Impact/Outcome

ETP funds will assist trainees to successfully complete training and gain employment, while meeting a locally established demand for skilled workers. The following industry-driven certifications will be earned as a result of ETP-funded training:

- Microsoft Office Specialist in Word
- Microsoft Office Specialist in Excel
- Microsoft Office Specialist in PowerPoint
- Microsoft Office Specialist in Access
- Microsoft Office Specialist in Outlook
- CNA Certifications

Curriculum Development

The curriculum is driven by the Bureau of Private Postsecondary Education (BPPE), industry-driven certification requirements, employer feedback regarding its specific skills and needs, and Opportunity Junction's experience of preparing candidates for career pathways. Training for CNAs will be delivered by Opportunity Junction staff but overseen and in compliance with the California Department of Public Health (CDPH).

Opportunity Junction solicits regular feedback from its graduates and employer partners to assess the quality of the curriculum. This feedback is collected through surveys, focus groups, and advisory tables. This proposal's weighted average training hours is deemed realistic based on the programs' curriculum / certification requirements for graduation.

Additionally, Opportunity Junction has two full-time (industry-expert) trainers. Where licensure is required to train, it will ensure the licensure or certifications are obtained or brought current.

Marketing and Support Costs

Opportunity Junction advertises its programs through direct mail, publishes marketing materials, and launches social media campaigns to recruit trainees. In addition, Opportunity Junction program staff conducts marketing of its programs by engaging with businesses and students throughout Contra Costa County.

Opportunity Junction markets its programs through outreach to nonprofit and community partners, including CalWorks, Los Medanos College, Loaves and Fishes, Food Bank of Contra Costa and Solano, Wardrobe for Opportunity, SparkPoint Contra Costa, and other non-profits.

Opportunity Junction request and ETP staff recommends 12% support costs.

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 funding by ETP. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

Opportunity Junction's Executive Director (dedicated administrator) will provide oversight. Its Career Counselors and Program Coordinator will also assist in administering the project. Two full-time (subject-matter) experts will coordinate training delivery. Opportunity Junction has also retained a third-party administrator, Steve Duscha Advisories, to assist with ETP administration.

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.

Opportunity Junction is eligible as a training agency based on the following:

- BPPE licensure valid until February 8, 2022.

Tuition Reimbursement

Opportunity Junction 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.

Electronic Recordkeeping

Opportunity Junction will use a Learning Management System (Salesforce) to document all ETP training. The system has been reviewed and approved by ETP staff.

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
ET21-0161	\$198,000	10/5/20 – 10/4/22	99	15	0
ET20-0265	\$189,050	3/1/20 – 2/28/22	50	51	0

For ET21-0161 (COVID Pilot) and based on ETP systems, 60 reimbursable hours have been tracked for potential earnings of \$120,000 (61% of approved amount). The Contractor projects final earnings of 100% based on training currently committed to through July 2022.

For ET20-0265 and based on ETP systems, 11,682 reimbursable hours have been tracked for potential earnings of \$189,050 (100% of approved amount). The Contractor projects final earnings of 100% based on hours tracked and pending placements.

DEVELOPMENT SERVICES

Steve Duscha Advisories in Sacramento assisted with development for a flat fee of \$5,000.

ADMINISTRATIVE SERVICES

Steve Duscha Advisories will also perform administrative services for a fee not to exceed 11.8% of payment earned.

TRAINING VENDORS

N/A

Exhibit B: Menu Curriculum

Class/Lab/E-Learning Hours

8–260

Trainees may receive any of the following:

BUSINESS SKILLS

- Meeting Quality Standards For Service
 - Working As a Team
 - Business Communications
 - Customer Needs Assessment
 - Customer Service Skills
 - Evaluating Customer Satisfaction
- Business Math
- Business Process Management
- Data Management
 - Data Reporting
 - Retrieving Information From Databases
 - Managing Files
- Financial Systems
 - Financial Terms
- Office Management Tools
 - Office Equipment
 - Office Management Systems

COMPUTER SKILLS

- System Administration
- Operating Systems
- Application Software
 - Google Docs
 - Microsoft Office
 - Salesforce
 - Bookkeeping Software
 - Presentation Software
 - Using Database Software
- Basic Computer Literacy
 - Computer and Data Security
 - Creating Reports
 - Entering Data
 - Keyboarding
 - Retrieving Data

JOB READINESS SKILLS

- Communication Skills & Public Speaking
- Conflict Resolution
- Critical Thinking
- Financial Literacy
- Goal Setting
- Interpersonal Skills
- Interview Skills
- Resume Development

- Time Management
- Workplace Behaviors
- Workplace Success
- Overcoming Obstacles
- Managing Change
- Business Etiquette
- Using E-mail

MEDICAL SKILLS

- Introduction to Nurse Assistant Roles and Responsibilities
- Terminology
- Patient Rights
- Reporting Suspected Abuse
- Understanding Patient Needs
- Prevention and Management of Unusual Occurrences
- Using Restraints
- Patient Safety
- Facility Safety
- Body Mechanics
- Moving Patients
- Transporting Patients
- Assisted Transfers
- Assisted Ambulation of Patients
- Medical and Surgical Asepsis
- Infection Control
- COVID-19 Prevention and Monitoring
- Donning and Removing PPE
- Weights and Measures
- Bathing
- Patient Hygiene
- Resident Care Procedures
- Reporting
- Measuring Vital Signs
- Nutrition
- Emergency Procedures
- Needs of the Long-Term Care Resident
- Needs of the Rehabilitation / Restorative Care Patient
- Observation and Charting
- Death and Dying

Vocational training must be 50% or more of the training hours per trainee.

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



COVID Rapid Reemployment and Retraining Pilot

Training Proposal for: OWB Packers, LLC

Contract Number: ET21-0328

Panel Meeting of: June 25, 2021

ETP Regional Office: San Diego

Analyst: J. Lima

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:	Imperial	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: 795	U.S.: 795	Worldwide: 795
<u>Turnover Rate:</u>	10%		
<u>Managers/Supervisors:</u> (% of total trainees)	0%		

FUNDING DETAIL

In-Kind Contribution
\$242,000

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	Job Creation SET COVID	Other Titles (COVID Training Bundle)	100	4-4	0	\$2,000	\$17.50
				Weighted Avg: 4			

***Post-Retention Wage is the Contractual Wage**

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.

<p>Minimum Wage by County: COVID Pilot Minimum wage for all counties is \$17.50/hour</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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Maybe</p> <p>Up to \$2.50 per hour may be used to meet the Post-Retention Wage.</p>
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Wage Range by Occupation		
Occupation Titles	Post-Retention Wage Range	Estimated # of Trainees
Production Staff	\$15.00-\$18.75	90
Administrative Staff	\$15.00-\$20.00	10

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.

Founded in 2016 and located in Brawley, OWB Packers, LLC (OWB) is a meat packing facility. OWB operates as a Custom Toll-Processing (CTP) method beef facility, which allows customers to trace products back the cattle ranch of origin. As such, a rancher can order cuts that will meet the unique requirements of international or specialty buyers. This method also allows small ranchers to process custom, or “farm to fork” cuts of meat specific to the needs of its customers. OWB processes beef from different ranchers, and CTP also enables them to track the means of freight travel. All finished products are certified to meet USDA quality guidelines. Training will take place at the Brawley facility.

This will be OWB’s third ETP Contract, and the third in the last five years.

Special Employment Training

Under SET, the 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. During the term of this contract OWB anticipates a general increase of \$1.00 per/hour for entry-level Production Staff trained under this project.

Veterans Program

Although this proposal does not include a Veteran's Job Number component, OWB hires Veterans.

Retrainee - Job Creation

The Company will hire 100 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.

OWB must create new jobs to keep up with business demands to continue to grow as a company. The additional training investment for its newly-hired workers ensures an efficient and safe workplace for its new workers as well as the existing incumbent workforce.

PROJECT DETAILS

OWB has had to adjust the way certain policy and procedures in employee day-to-day task loads due to COVID-19. Training will help trainees stay on top of regulations as it pertains to their safety during the pandemic.

Training Plan / Curriculum

The delivery method listed in curriculum will be Class/Lab, however, may use CBT, PL, or E-Learning when delivering training.

Training Type will be "COVID Training Bundle".

Other Titles/COVID Training Bundle: Training will be offered to all occupations on related safety training that include courses in pandemic awareness, communication standards, and corrective and preventative action policy and quality fundamental/core skills.

Training Hours

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

➤ Training Infrastructure

Training is scheduled to begin upon Panel approval and will be delivered on-site by in-house staff and vendors if needed. The Company's Human Resource Manager, HR Clerk, and Training Coordinator will oversee the administration of this project. The Owner, Plant Manager and Supervisors will execute the training plan and coordinate the training effort to ensure proper record keeping procedures are in place.

Impact/Outcome/Commitment to Training

OWB spends approximately \$85,000 annually on training and includes equipment operations/maintenance, skills needed for increased production, cross-training and improving processes.

OWB's training will focus on safety of its employees and provide specific knowledge base on operations and procedures required during the COVID-19 pandemic. 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.

Record Keeping

OWB will use an alternate recordkeeping method that is approved under the COVID-19 Response Plan.

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 \$ %
ET19-0444	Brawley	1/1/19- 12/31/20	\$624,000	\$552,699 (89%)**
ET17-0257	Brawley	10/31/16- 10/30/18	\$470,000	\$470,000 (100%)

**At the date of this proposal, ET19-0444 is undergoing fiscal close out. Based on ETP Systems, reimbursable hours that have been tracked for potential earnings of \$552,699 (89% of approved amount).

DEVELOPMENT SERVICES

N/A

ADMINISTRATIVE SERVICES

N/A

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 Rules and Procedures
- ✚ COVID-19 Prevention Plan
- ✚ COVID-19 Rule Importance
- ✚ COVID-19 at Home
- ✚ What to do if I have Symptoms
- ✚ Rights and Responsibilities
- ✚ Carpooling during COVID-19
- ✚ Exposure at Home/Workplace
- ✚ Respiratory Protection Program
- ✚ Written Exposure Notices
- ✚ Vaccine Information
- ✚ COVID-19 Screening Questionnaire
- ✚ Mental Health Programs : Psychological First Aid: Supporting Yourself and Others during COVID-19
- ✚ Effective Handwashing Training Course

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



Training Proposal for:

Pro Tech LSS, Inc.

Contract Number: ET21-0335

Panel Meeting of: June 25, 2021

ETP Regional Office: San Diego

Analyst: S. Bailey

PROJECT PROFILE

Contract Attributes:	Priority Rate Veterans Retrainee New Hire	Industry Sector(s):	MEC (H) Healthcare (62) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Riverside, San Bernardino, Orange, 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
\$149,408		\$23,856 20%		\$173,264

In-Kind Contribution:	50% of Total ETP Funding Required	\$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	New Hire Veterans	Medical Skills- Didactic	56	8-200	0	\$2,668	\$15.65
				Weighted Avg: 116			

***Post-Retention Wage is the Contractual Wage**

Minimum Wage by County: Job Numbers 1: \$15.65 per hour for Riverside and San Bernardino Counties; \$16.48 per hour for Los Angeles County; \$15.93 per hour for Orange 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 \$0.68 per hour may be used to meet the Post-Retention Wage.

Wage Range by Occupation		
Occupation Titles	Post-Retention Wage Range	Estimated # of Trainees
Emergency Medical Technician		22
		14
Medical Technician		12
		8

INTRODUCTION

Founded in 2015, Pro Tech LSS, Inc. (Pro Tech) is a training agency that specializes in providing Emergency Medical Technician (EMT) training to the veteran population in Orange County. Under the program, Veterans looking to begin careers in the Medical, Fire, and Police fields, receive targeted training with Pro Tech and are then placed with select area small to large employers. Pro Tech has established relationships with selected employers, who are eager to provide Veterans with job opportunities. Pro Tech is certified by the Bureau for Private and Post-Secondary Education (BPPE). This is Pro Tech’s first ETP Funding proposal.

Veterans Program

This project will specifically focus on the Veteran population. Trainee Participants in this project may include transitioning active duty Veterans who are within one year of their anticipated separation date from service.

Pro Tech works directly and specifically with Veterans organizations such as, National Veterans Transition Services, Inc., and local public workforce entities to identify Veterans that are looking for entry-level jobs in the medical field.

Higher support costs are available to reach participants for this program.

PROJECT DETAILS

Employer Demand

Pro Tech serves an industry that provides Emergency Services. Due to the pandemic, this particular industry is experiencing consistent growth, with the need for skilled workers constantly increasing. As the need for the industry grows, so too must the skilled workers available to fill the demand. Further, as an underrepresented population in the work force, Veterans need the requisite training to enter the medical services industry. Employers are struggling to find candidates for their high-skill jobs leading to high-wage pathways. Pro Tech is providing the training to meet the current demands of employers within the job market.

Pro Tech has existing partnerships with employers throughout Southern California. These employers represent small to large companies and are classified as priority industries. All training will occur in Orange County.

Pro Tech has received commitments from at least 12 employers to hire the proposed 56 trainees upon completion of training.

Training Plan

Training will be provided to unemployed workers who will be placed in the aforementioned industries.

Training will be provided via class/lab (Didactic) and E-Learning at Pro Tech's training facilities located in Orange County and in the following types of training respective to employer/industry workforce needs:

Medical Skills – Training Topics include Advanced Cardiac Life Support, Airway Management, Allergic Reactions, Ambulance & Medical Equipment Operation, Anatomy & Physiology, Assessments, Bleeding and Shock, Cardiac Emergencies, Chest and Abdominal Trauma, Covid-19 Procedures, Critical Think Skills, Emergency Medical Services, Head, Neck and Spine Trauma, Highway Safety, HIPPA Requirements, Lifting and Moving Patients, Medical Conditions, Medical Service Operations, Medical Standard Operating Procedures, Medical Terminology, Monitoring Vital Signs, Musculoskeletal Trauma, Obstetrics, Patient Management, Pediatric Advanced Life Support, Pharmacology, Poisoning and Overdoes Emergencies, Scene Evaluation, and Soft Tissue Trauma.

Curriculum Development

The training program and curriculum delivered by Pro Tech was established utilizing the National Highway Traffic Safety Administration Guidelines. The course materials were developed specifically to meet these requirements, which will allow trainees to take the National Registry of Emergency Medical Technicians Exam (NREMT). As updated standards and guidelines become available from the governing body, Pro Tech then updates its materials to meet the new standards.

After conducting an analysis with its clients and identifying training needs, Pro Tech's training program and curriculum will meet the needs of its Participating Employers, resulting in suitable placement of its trainees at the end of the training program.

Pro Tech has also pre-selected faculty or subject matter experts to assist with the development of the curriculum and implementation of the training plan. The curriculum is then tested with one or two cohorts to generate feedback before the program is fully implemented in the workforce

community. Recommendations are implemented as soon as possible or before the next cohorts can begin training.

Each training plan developed will be customized based on an employer needs assessments which will generate training objectives. Participating employers are therefore encouraged to complete course evaluations for each cohort at the completion of training. This feedback is used by Pro Tech to gauge the effectiveness of the current curriculum and identify areas of improvement. As noted above, successful completion of this test allows graduates to apply for California State and local EMT licenses.

Trainer Qualifications

All of the trainers to participate in the program will have a minimum of 2 years of experience in their area of expertise and have been identified as subject-matter experts. These designated trainers go through a vetting/screening interview to determine eligibility for training.

Impact/Outcome

Trainees will be eligible to take the NREMT upon completion of the training program with Pro Tech. Then they will be eligible for placement with a select group of Participating Employers for full time employment. Because the training is customized based on an Employer's specific needs, the main objective is to provide trainees with the skills necessary to sustain a secure job in the workforce.

Wages

At the end of the two year period, all trainees will make over \$21 an hour.

Incidental Placement

Trainees are placed at companies that specialize in Emergency Transport Services, such as Emergency Ambulance, Premier Ambulance, West Anaheim Medical Center, and PRN Ambulance. In addition, trainees will also be placed with public and nonprofit entities as incidental placement is permissible for the Veteran trainees (Job Number 1), not to exceed 25%.

➤ Retention Modification

The Panel may modify the retention period for these trainees to 500 hours within 272 days with one or more participating employers. This retention would assist with future placement of trainees with employers after training is complete with Pro Tech. Pro Tech respectfully requests this modification.

Marketing and Support Costs

Pro Tech is requesting 20% support costs for this proposal to cover the cost of recruitment, assessing employer-specific job training requirements, training and placement of Veteran New Hires as proposed. Assessment activities and employer recruitment will continue to take place throughout the duration of the contract. Staff recommends approval of 20% for support costs.

➤ Training Infrastructure

The President of Pro Tech and an administrative assistant will be responsible for overseeing this project. In addition, the company has hired an administrative subcontractor to provide ETP administrative support.

Recordkeeping

Pro Tech would like to request and utilize alternative recordkeeping practices for training not conducted onsite as permitted by ETP's response to COVID-19.

RECOMMENDATION

Staff recommends approval of this proposal.

DEVELOPMENT SERVICES

Pro Tech has retained National Training Company, Inc. in Irvine to assist with development of this proposal for a flat fee of \$10,000.

ADMINISTRATIVE SERVICES

Pro Tech retained National Training Company, Inc. in Irvine 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/ E-Learning**

8-200 Trainees may receive any of the following:

MEDICAL SKILLS - DIDACTIC

- Advanced Cardiac Life Support
- Airway Management
- Allergic Reactions
- Ambulance & Medical Equipment Operation
- Anatomy & Physiology
- Assessments
- Bleeding and Shock
- Cardiac Emergencies
- Chest and Abdominal Trauma
- COVID-19 Procedures
- Critical Think Skills
- Emergency Medical Services
- Head, Neck, and Spine Trauma
- Highway Safety
- HIPPA Requirements
- Lifting and Moving Patients
- Medical Conditions
- Medical Service Operations
- Medical Standard Operating Procedures
- Medical Terminology
- Monitoring Vital Signs
- Musculoskeletal Trauma
- Obstetrics
- Patient Management
- Pediatric Advanced Life Support
- Pharmacology
- Poisoning and Overdose Emergencies
- Scene Evaluation
- Soft-Tissue Trauma

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
Training Proposal for:
Providence West Valley Healthcare
Contract Number: ET21-0355

Panel Meeting of: June 25, 2021

ETP Regional Office: North Hollywood

Analyst: M. Niquet

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:	Statewide	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: 7,000	U.S.: 12,750	Worldwide: 12,750
<u>Turnover Rate:</u>	7%		
<u>Managers/Supervisors:</u> (% of total trainees)	0%		

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	Job Creation COVID SET	Other Titles (COVID Training Bundle)	100	4-4	0	\$2,000	\$17.50
				Weighted Avg: 4			

***Post-Retention Wage is the Contractual Wage**

<p>Minimum Wage by County: COVID Pilot Minimum wage for all counties is \$17.50/hour</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> <p>Although employer provides health benefits, they are not being used to meet Post-Retention Wage.</p>
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Wage Range by Occupation		
Occupation Titles	Post-Retention Wage Range	Estimated # of Trainees
Certified Nurse Assistant		5
		3
Licensed Vocational Nurse		10
		15
		29
Registered Nurse		25
MDS Nurse		3
Occupational Therapist		4
Therapist Assistant		2
Physical Therapist		3
Therapy Assistant		1

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.

Founded in 2012, Providence West Valley Healthcare (PWV) (www.westvalleyhc.com) is a skilled nursing facility owned and managed by Providence Healthcare Center, LLC (Providence) based in Utah. PWV’s services include nursing care; physical, occupational, and speech therapy; rehabilitation; and assisted living, memory care, and behavioral health care services, as well as develops and implements various therapeutic recreational programs. The Company also provides

an outpatient rehabilitation program, facilitates laboratory testing and X-ray, medication management, and audiology services, as well as physician, podiatrist, vision, and dental visits.

There will be 12 PWV-owned facilities in California participating in this proposal with PWV in West Hills as the designated contract holder. The 11 other facilities participating in this proposal are as follows:

- Providence Healthcare of Del Rosa Villa, LLC dba Providence Del Rosa Villa (San Bernardino)
- Providence Healthcare of Orange Tree, LLC Riverwalk Post-Acute (Riverside)
- Marinidence Opco, LLC dba Marin Post-Acute Care (San Rafael)
- Kern Valleyidence Opco, LLC, dba San Joaquin Nursing and Rehabilitation (Bakersfield)
- Providence Healthcare of Ontario, LLC dba Providence Ontario (Ontario)
- Balboa Healthcare, Inc. dba Balboa Nursing & Rehabilitation Center (San Diego)
- Arbor Post-Acute, LLC dba Arbor Post-Acute (Chino)
- Napaidence Opco, LLC dba Napa Post-Acute (Napa)
- Ojai Healthidence Opco, LLC dba Ojai Health & Rehabilitation (Ojai)
- Santa Rosaidence Opco, LLC dba Santa Rosa Post-Acute (Santa Rosa)
- Sonomaidence Opco, LLC dba Sonoma Post-Acute (Sonoma)

This will be PWV's third ETP Contract, and third within the last five years.

Special Employment Training

Under SET, the 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.

Veterans Program

PWV does not have a formal program in place for the recruitment of Veterans; however, the Company does employ Veterans through its normal hiring practices.

Retrainee - Job Creation

In this proposal, PWV will hire and train 100 new staff to address the shortage of accessible skilled workers to ensure delivery of quality care as the Company continues to tackle the COVID19 pandemic.

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

As a result of the pandemic and its impact on the healthcare system, PWV's nursing facilities have been presented with many challenges including a lack of skilled workers to deliver quality patient care. PWV seeks to improve the implementation of new processes and protocols while maintaining the health and safety of patients and employees. The newly implemented measures are designed to ensure compliance with state and federal safety laws while maintaining efficiencies to meet the daily changes caused by COVID19.

The focus of this proposed training is to increase staff skill while keeping safety protocols as a priority for both patients and staff including infection control, isolation precautions, and proper techniques with personal protective equipment as PWV has expanded its business to provide COVID-19 patient care.

Training Plan / Curriculum

The delivery method listed in curriculum will be Class/Lab and E-Learning in the following:

Other Titles (COVID Training Bundle): Training will be offered to all occupations in COVID related safety training that include courses such as modes of transmission of infection, correct infection control practices, hand hygiene and mask safety.

Training Hours

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

Commitment to Training

PWV spends approximately \$75,000 annually for training. This training includes new hire orientation, staff in-services, sexual harassment prevention, safety and basic computer skills.

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

PWV will utilize the Directors of Staff development (DSD) at each facility to oversee the training programs, and assign one person as the main "point person" for the project. The Company's Chief Operating Officer will remain involved to coordinate the submission of training documents. The Company 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.

Record Keeping

The Company will use an ETP approved alternative record keeping process approved under the COVID-19 Response Plan.

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 \$ %
ET19-0403	Statewide	03/04/19- 03/03/21	\$618,904	\$618,904 (100%)
ET17-0394	Statewide	02/01/17- 01/31/19	\$618,458	\$559,530 (90%)

DEVELOPMENT SERVICES

The Company retained National Training Systems, Inc. in Ladera Ranch to assist with development of this proposal for a flat fee of \$10,000.

ADMINISTRATIVE SERVICES

National Training Systems, Inc. will also 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/E-Learning Hours**

4-4

Trainees may receive any of the following:

OTHER TITLES (COVID TRAINING BUNDLE)

- ✚ Signs and symptoms
- ✚ Modes of transmission of infection
- ✚ Correct infection control practices and personal protective equipment use
- ✚ Hand hygiene
- ✚ Isolation and enhanced standard procedures
- ✚ Proper donning and doffing of personal protective Equipment
- ✚ Mask safety including N-95 fit testing and N-95 seal check
- ✚ Proper cleaning and disinfecting equipment and supplies

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:
RehabFocus Home Health, Inc.**

Contract Number: ET21-0325

Panel Meeting of: June 25, 2021

ETP Regional Office: San Diego

Analyst: K. Hernandez

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:	Multiple Counties	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: 249	U.S.: 249	Worldwide: 249
<u>Turnover Rate:</u>	6%		
<u>Managers/Supervisors:</u> (% of total trainees)	6%		

FUNDING DETAIL

In-Kind Contribution
\$498,350

Total ETP Funding
\$160,000

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	Job Creation COVID SET	Other Titles (COVID Training Bundle)	80	4-4	0	\$2,000	\$20.01
				Weighted Avg: 4			

***Post-Retention Wage is the Contractual Wage**

<p>Minimum Wage by County: COVID Pilot Minimum wage for all counties is \$17.50/hour</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> <p>Although employer provides health benefits, they are not being used to meet Post-Retention Wage.</p>
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Wage Range by Occupation		
Occupation Titles	Post-Retention Wage Range	Estimated # of Trainees
Administrative Staff		5
		5
Sales Representative		10
Clinicians		55
Clinical Supervisors		5

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.

Founded in 2003, Rehabfocus Home Health, Inc. (Rehabfocus) (www.elevatehomehealth.com) offers a comprehensive, patient centered post-acute care program. The Company’s services are designed to ease and support the patient transition following an in-patient hospital or skilled nursing stay or to manage a chronic disease. Utilizing a licensed nurse, the focus is on patient education, primary care collaboration, medication reconciliation, assistance with equipment and home modification needs, and the provision of care as ordered by physicians.

Rehabfocus’ services typically include skilled nursing, physical therapy, speech therapy, occupational therapy, medical social work and in-home aide services. The goal of home health care is to provide treatment for an illness, injury or chronic ailment within the comfort of the home environment. Whether the patient is already home or transitioning from a hospital or skilled nursing Facility, Rehabfocus’s serves patients characteristics such as a recent hospitalization, outpatient surgery, chronic pain or limited mobility, missed physician appointments, trouble adhering to medical plans and multiple falls or issues with balance.

Rehabfocus operates facilities across California with locations in Fresno, Monterey, San Jose, San Diego and Stockton, where training will take place. All facilities are owned by Rehabfocs under the same California employer.

Special Employment Training

Under SET, the 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.

Veterans Program

Although this project does not include a Veterans component, the training population of Rehabfocus may potentially include Veterans.

Retrainee - Job Creation

The Company will hire 80 new employees. The date-of-hire for trainees will be within the three-month period before contract approval or within the term-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.

Demand for Rehabfocus' services is increasing dramatically as there is a critical shortage of home healthcare clinicians due to the COVID-19 pandemic's impact on the overall home health industry. The Company has plans to increase its workforce to meet customer demand by hiring 55 new Clinicians over the next six months as they have begun to provide service in four new counties and will be entering two more counties in 2021.

PROJECT DETAILS

Every day 10,000 seniors turn 65 (the Medicare eligibility age) and Rehabfocus's customer base is primarily Medicare beneficiaries. Patients and families are often afraid to allow an "outside" person into their home for the needed health care interventions. The home health agency Clinicians are impacted by the increased risk of exposure to the virus as is demonstrated by both asymptomatic and symptomatic manifestations. The prevention and management of exposure risk requires an immediate increase in the clinician training and use of protective wear, including N95 masking, gloves, gown, shoe and bonnet coverings. The Clinicians are also responsible for the education of the patient and family regarding the COVID-19 virus risk of exposure and cleaning of the patient home environment. Thus, the training for prevention and management of the COVID-19 virus pandemic is critical to the healthcare planning and delivery. This need is ongoing as the knowledge of the COVID-19 virus, vaccines and regulations related to operating a business change frequently. These changes necessitate ongoing training for the Clinicians and staff.

Training Plan / Curriculum

The delivery method listed in curriculum will be Class/Lab, however, may use CBT, PL, or E-Learning when delivering training.

Training Type will be "COVID Training Bundle".

Other Titles/COVID Training Bundle: Training will be offered to all occupations on:

Related safety training that include courses in Infection Prevention and Control, Infection Control HH 101, Employee self-assessment for COVID-19 Symptoms and PPE requirements.

Training Hours

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

Commitment to Training

Rehabfocus's annual training budget is approximately \$150,000 for each facility. Training includes company protocols, infection prevention and control methodologies including COVID-19 virus/pandemic. 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 of Home Health will oversee the overall administration of the contract. In addition, the Director of Clinical Operations and Training Coordinator will manage day-to-day contract administration and will assign one person at each facility as the main "point person" for the project. Training will be delivered by in-house experts and vendors as needed.

Impact/Outcome

This training project will provide enhanced training to ensure safety of both staff and patients during this COVID-19 pandemic. The hiring of additional staff will ensure Rehabfocus facilities continue to provide a high level of care to all of its patients. Clinicians will have knowledge and understanding of the following: Infection prevention and control exposure plan, signs and symptoms of infectious disease, and the use of alternate methods for care delivery. At the completion of training Clinicians will be able to demonstrate understanding of infection prevention and control methodologies, correct selection and application of PPE and will be able to demonstrate accurate reporting and tracking of suspected and or confirmed COVID-19 cases, including both employees and patients.

Record Keeping

Rehabfoucs will use an alternate recordkeeping method in accordance with COVID Response Guidelines.

DEVELOPMENT SERVICES

National Training Systems, Inc. in Aliso Viejo assisted with the development of this proposal at no charge.

ADMINISTRATIVE SERVICES

National Training Systems, Inc. will also perform administrative services 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)

- Infection Prevention and Control
 - COVID-19 Patient and Employee Protocols
 - Precautions/PPE Selection Process
 - Reporting Suspected/Confirmed COVID-19 Patient
 - Patient/Family Teaching Materials
 - Critical Response Team Overview
- Infection Control HH 101
- Infection Control
 - Handwashing
 - Bag Technique
 - Trunk Stock
- Skills Validation of Infection Control Methods
- PPE
 - Donning/Doffing Full PPE CDC Requirement
- Employee Self-Assessment for COVID-19 Symptoms
- Virtual Visits Planning and Delivery

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:
S.C.C.H., Inc. dba Courtyard Care Center
Contract Number: ET21-0330

Panel Meeting of: June 25, 2021

ETP Regional Office: San Diego

Analyst: K. Hernandez

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:	Multiple Counties	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: 2,970	U.S.: 3,340	Worldwide: 3,340
<u>Turnover Rate:</u>	4%		
<u>Managers/Supervisors:</u> (% of total trainees)	N/A		

FUNDING DETAIL

In-Kind Contribution
\$312,000

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	Job Creation COVID SET	Other Titles (COVID Training Bundle)	100	4-4	0	\$2,000	\$17.50
				Weighted Avg: 4			

***Post-Retention Wage is the Contractual Wage**

Minimum Wage by County: COVID Pilot Minimum wage for all counties is \$17.50/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	Post-Retention Wage Range	Estimated # of Trainees
Nursing Staff		30
		20
		10
Therapy Staff		6
		6
		8
Dietary Staff		2
		2
		1
Housekeeping Staff		8
		2
Maintenance Staff		2
		2
		1

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.

Founded in 2018, and under the parent company North American Client Services, Inc. (NACS), S.C.C.H., Inc. dba Courtyard Care Center (Courtyard Care Center)

(www.courtyardcarecenter.com) located in Signal Hill specializes in providing senior care services. Courtyard Care Center and all the affiliate healthcare companies proposed in this project operate facilities certified by Medicare, Medi-Cal and various HMOs to provide skilled nursing care and rehabilitation services. Services include: short-term and long term skilled nursing care, activities of daily living, medication management, dental care, eye care, behavioral health support, diabetes management, Alzheimer's and dementia care, and hospice.

Courtyard Care Center's customers are patients who no longer require acute hospitalization, but have ongoing medical needs at the hospital-based skilled nursing level. The goal of the skilled nursing facility is to return patients to their original state before illness or injury to the greatest extent possible. Courtyard Care Center and all its affiliate healthcare companies build on the improvements started in the acute hospital setting until patients are ready to return to a home setting. Skilled nursing patients are in need of continued nursing care after an acute hospitalization and services are generally by referral from an acute care hospital. Courtyard Care Center and all its affiliate healthcare companies also provide experienced rehabilitation teams for patient care through physical therapy, occupational therapy and speech therapy.

Courtyard Care Center and the eleven affiliate healthcare companies operate facilities across the state of California with locations in Los Angeles, Orange, San Bernardino, San Mateo, Solano, and Sonoma Counties. Each of the twelve facilities will be delivering training for this project and each facility has its own unique California employer account number.

Special Employment Training

Under SET, the 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.

Veterans Program

Although this project does not include a Veterans component, the training population of Courtyard Care Center may potentially include Veterans. The Company welcomes veteran applicants for open positions. The Company's human resources department estimates the veteran population to consist of approximately 2% of the fulltime workforce.

Retrainee - Job Creation

Courtyard Care Center and all its affiliate healthcare companies will hire 100 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. 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.

The Covid-19 pandemic has been extremely disruptive to Courtyard Care Center and all its affiliate healthcare companies operations. Each company has begun increasing its workforce

across California and in aggregate there are projections to add over 300 new employees as the healthcare industry returns to normalcy over the next two years.

PROJECT DETAILS

As healthcare providers rose to meet the challenges of the COVID-19 pandemic, the virus and its effect on the nation created historic financial pressures for America's healthcare system. Hospitals canceled non-emergency procedures and many Americans postponed care as they sheltered in place to stop the spread of the virus which had detrimental effects on Courtyard Care Center's business model as demand for their services decreased. The United States Department of Health & Human Services reported since the beginning of 2020, Skilled Nursing Facilities (SNF) have experienced up to a 6% decline in their patient population as current and potential residents choose other care settings. Likewise, the COVID-19 pandemic began impacting Courtyard Care Center's operations and finances negatively early on in the pandemic. Treatment for COVID-19 created incredible demand for certain medical equipment and supplies as the virus disrupted supply chains while increasing the costs of PPE (personal protective equipment such as masks, gowns, gloves, and face shields).

Courtyard Care Center saw many patients with symptoms that were treated as COVID-19 cases. In addition, as frontline healthcare workers, many SNF employees have been diagnosed with COVID-19 over the course of the pandemic. As a result of the pandemic, Courtyard Care Center's SNF's implemented a robust training program focused on monitoring and enforcement of infection control protocols for all staff which added significant costs beyond normal training and education budgets. In addition, staff will need to be trained on new COVID-19 testing measures and equipment throughout the organization. Testing requires additional training of staff to insure tests are performed accurately which is an added responsibility of the SNF Nursing Staff. Training must be provided continually as testing measures change.

This project is needed to help Courtyard Care Center and all its affiliate healthcare companies proposed in this project address critical needs such as frontline healthcare staff increases, scaling up testing capacity, effectively managing PPE and a range of other training related expenses directly linked to the COVID-19 pandemic.

Training Plan / Curriculum

The delivery method listed in curriculum will be Class/Lab, however, may use CBT, PL, or E-Learning when delivering training.

Training Type will be "COVID Training Bundle".

Other Titles/COVID Training Bundle: Training will be offered to all occupations on:

Related safety training that include courses in core principles of COVID-19 infection prevention, respiratory protection program, SARS-CoV-2 Viral Testing and Outbreak Response, and optimizing supplies of PPE during crisis capacity.

Training Hours

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

Impact/Outcome

This training project will provide enhanced training to newly hired Nursing Staff focused on critical skills required to function effectively in the long term care setting and to provide elevated patient care outcomes for both COVID-19 patients and patients without infections. Courtyard Care Center and all its affiliate healthcare companies have implemented a new training emphasis on patient and staff safety through the proper use of PPE and updated procedures.

Commitment to Training

The annual training budget for Courtyard Care Center and all its affiliate healthcare companies is approximately \$35,000 at each facility. The cost of training has increased substantially for the companies during the COVID-19 pandemic as the demand for medical equipment and supplies has resulted in sharp price increases for materials used during training. Enhanced infection-control measures were put in place in each facility, including training on infection control, face-to-face education sessions, and regular hand-hygiene compliance assessments.

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 administration of this project will be overseen by the Vice President of Risk Management from NACS located in Mission Viejo. In addition, NACS's Communications & Relationship Specialist, Training & Development Director and Chief Clinical Officer will coordinate the project administration and training program at all twelve healthcare companies. Furthermore, day to day training delivery and project administration will be managed by each healthcare facilities Director of Staff Development. NACS has also hired a third party administrator to provide project administration support, including enrolling trainees, data tracking and invoicing in the ETP online systems.

Record Keeping

Courtyard Care Center has requested an alternate recordkeeping method in accordance with Covid Response Guidelines.

DEVELOPMENT SERVICES

National Training Systems, Inc. in Aliso Viejo assisted with the development of this proposal at no charge.

ADMINISTRATIVE SERVICES

National Training Systems, Inc. will also perform administrative services 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)

- COVID-19 is Septic Shock [Immunopathology]
- Isolation and Quarantine
- Overcoming Stress Related to COVID
- Technology Training due to COVID Changes
- CA COVID-19 Supplemental Paid Sick Leave
- Mitigation Plan
 - Testing and Cohorting
 - Infection Prevention and Control
 - Personal Protective Equipment [PPE]
 - Staff Shortages [contingency and critical capacity]
 - Designation of Space
 - Communications
- Core Principles of COVID-19 Infection Prevention
 - Education, monitoring and screening of staff, residents and visitors
- Standard and Transmission-Based Precautions [TBPs]
- COVID-19 Surveillance Plan and Reporting/Notifications
 - CDPH 110d
 - Local/ State Public Health Officials
 - Federal Reporting
- Respiratory Protection Program
 - Medical Evaluation Questionnaire
 - Donning and Doffing of N-95 Respirator
- Resident Visitation Criteria
 - Education, Screening and Monitoring Guidance
- Risk Assessment and Management of Healthcare Personnel with Potential Exposure to COVID-19 in the Healthcare Setting
- Aerosol Generating Procedures and COVID-19 Guidance
- SARS-CoV-2 Viral Testing and Outbreak Response [RT-PCR and POC Devices]
 - BD Veritor Plus System
 - Quidel Sofia2
 - BinaxNOW COVID-19 Ag Card
- Optimizing Supplies of PPE during Crisis Capacity
 - Facemasks
 - Face Shields
 - Isolation Gowns
 - Extended Use / Reuse of N-95 Respirator
 - PPE Inventory Tracker
- Standard Room Cleaning and Terminal Cleaning
- COVID-19 Vaccine for LTC Residents and Healthcare Personnel
 - VAERS
 - ADE Immunopathology
- Point of Care Devices [POC]
 - BD Veritor Plus System

- Quidel Sofia2
- BinaxNOW COVID-19 Antigen Card
- Donning and Doffing Personal Protective Equipment [PPE]
 - Gloves
 - Face Masks
 - Face Shields
 - Gowns
 - N-95 Respirators
- Hand Hygiene
 - Hand Washing Technique
 - Alcohol-Based Hand Rub/ Sanitizer [ABHR/ ABHS]
- Environmental Cleaning and Sanitation
 - High Touch Areas
 - Standard Room Cleaning and Sanitation
 - Terminal Room Cleaning and Sanitation

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:
Seersoft, Inc.**

Contract Number: ET21-0320

Panel Meeting of: June 25, 2021

ETP Regional Office: North Hollywood

Analyst: D. Tran

PROJECT PROFILE

Contract Attributes:	COVID Medical Skills Training SET Job Creation Initiative	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: 58	U.S.: 58	Worldwide: 58
<u>Turnover Rate:</u>	17%		
<u>Managers/Supervisors:</u> (% of total trainees)	2%		

FUNDING DETAIL

In-Kind Contribution
\$80,000

Total ETP Funding
\$80,000

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	Job Creation COVID SET Medical Skills Training	Other Titles (COVID Training Bundle)	40	4-4	0	\$2,000	\$17.50
				Weighted Avg: 4			

***Post-Retention Wage is the Contractual Wage**

Minimum Wage by County: COVID Pilot Minimum wage for all counties is \$17.50/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	Post-Retention Wage Range	Estimated # of Trainees
Registered Nurse		4
Occupational Therapist Registered		1
Licensed Vocational Nurse		5
Speech Therapist		1
Certified Nursing Assistant		5
Physical Therapist		4
Occupational Therapist Assistant		4
Medical Assistant		3
		2
Patient Access *		2
Admin Assistant		5
Physical Therapy Assistant		4

***Patient Access Occupation:** These employees are the frontline, typically 1st contact employees for the public. They handle a variety of tasks from patient check in and check out, processing paperwork and basic administrative duties and other duties as assigned.

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.

Founded in 2003, Seersoft, Inc. (Seersoft) offers services in physical, occupational and speech therapy. The Company's referrals come directly from acute care hospitals, insurance adjusters, physicians, clinics and other healthcare providers. Seersoft has fourteen clinics throughout Los Angeles County and employees from all locations will participate in this training project. This proposal is the Company's third ETP Contract, and the second in the last five years.

Special Employment Training

Under SET, the 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.

Veterans Program

Although Seersoft does not have a specific Veterans recruitment program in place, Seersoft employs several veterans and has an active contract with Veterans Affairs. Most of the Veterans who are employed are Nurses or Medical Assistants.

Retrainee - Job Creation

Seersoft experienced unstable staffing during the COVID-19 pandemic due to an overall increased panic among healthcare workers. Of the workers that remained, some contracted COVID-19 and took extended leave or left the Company completely. Additionally, services provided were limited as the Company had a reduction in demand as potential patients were fearful to travel due to the pandemic.

Seersoft is now in the process of hiring for all fourteen locations and projects hiring up to eight new employees per month, of which approximately half are to back fill from loss of positions due to the pandemic. The Company is committed to hiring additional new employees over the next two years.

As part of the ETP training, the Company will hire 40 new employees. The date-of-hire for trainees will be within the three-month period before contract approval or within the term-of-contract. 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.

PROJECT DETAILS

Due to the Covid 19 pandemic, Seersoft experienced a shift in patients care, particularly Covid positive patients. Due to this shift, Seersoft implemented new lines of service and adopted alternative/virtual patient visits to minimize risk of exposure for both staff and patients. Industry changes such as telemedicine, virtual visits, cybersecurity training, and remote patient contact and care has changed the healthcare industry moving forward. These technological changes require extensive training to develop new skills and habits to ensure the same patient care in a virtual environment.

New employees will be trained on Covid 19 safety operating procedures, how to properly safeguard and ensure confidential patient information. Lastly, training will be focused on the new industry changes and regulations around Covid 19 safety.

Training will provide extensive knowledge on the use of various technological platforms to care for patients that do not require in person care. This adoption of new technology will reduce unnecessary exposure to high risk staff and patients and guarantees a greater level of safety.

Seersoft will also be providing additional training in specialty areas such as hand therapy, cardio-pulmonary rehabilitation, physical therapy, patient access and registration, revenue cycles, and specialized mental and behavioral unit training.

Training Plan / Curriculum

The delivery method listed in curriculum will be Class/Lab, however, may use CBT, PL, or E-Learning when delivering training.

Training Type will be "COVID Training Bundle".

Other Titles/COVID Training Bundle: Training will be offered to all occupations.

Training will be offered to all occupations and will provide training on new standard operating procedures for Covid specific environments, safety laws and regulations, new technology and specialized care units.

Training Hours

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

➤ Training Infrastructure

The Associate Chief Executive Officer along with designated staff will administer and oversee the entire project. The Associate Chief Executive Officer has prior experience with ETP as a repeat contractor. Seersoft has also retained CalTraining to provide administrative services. Training will be delivered by in-house experts and vendors as needed.

Impact/Outcome

Training will provide enhanced skills to ensure the safety of staff and patients during this global pandemic and moving forward. Hiring additional staff will also ensure that Seersoft continues to provide a high level of care to all of its patients. These new skills will benefit all employees as it guarantees the entire staff are aware of safety and recognizing the need to maintain a high standard of cleanliness to prevent any potential spread of infectious diseases that may arise in the future.

Commitment to Training

Seersoft spends \$78,000 annually on training and includes leadership, management, upward mobility, and proper ethical medical guidelines. New training arises frequently including infection control, risk mitigation, spread of infectious diseases, and other standard onboarding 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.

Temporary to Permanent Hiring

Seersoft expects to train four workers under Panel guidelines for the Temporary-to-Permanent program. 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. These employees will receive health benefits on the first day of in-house 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.

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 \$ %
ET19-0211	Granada Hills	08/18/18 – 08/17/20	\$129,740	\$129,740 (100%)

DEVELOPMENT SERVICES

CalTraining in Upland assisted with development of this proposal for a flat fee of \$5,000.

ADMINISTRATIVE SERVICES

CalTraining 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 Hours

4-4 Trainees may receive any of the following:

OTHER TITLES (COVID Bundle)

- Signs and Symptoms of Coronavirus
- Precautions and Isolation Protocols
- Screening for High Risk and Moderate Risk Patients
- Collection of Specimen
- Handling of Specimen
- Evidence-Based Nursing Management for COVID 19 Positive Patients
- Airway and Emergency Procedures for COVID 19 Positive and Suspected Patients
- Laboratory and Imaging with High Correlation with COVID 19
- Terminal Cleaning for Rooms
- Cyber Security
- HIPAA Training
- Tele-Medicine Platforms
- COVID 19 Testing

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: Sierra Nevada Brewing Co.

Contract Number: ET21-0310

Panel Meeting of: June 25, 2021

ETP Regional Office: Sacramento

Analyst: C. Kaiser

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:	Alameda, Butte	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: 465	U.S.:872	Worldwide: 873	
<u>Turnover Rate:</u>	9%			
<u>Managers/Supervisors:</u> (% of total trainees)	0%			

FUNDING DETAIL

In-Kind Contribution
\$100,000

Total ETP Funding
\$100,000

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	Job Creation SET COVID	Other Titles (COVID Training Bundle)	50	4-4	0	\$2,000	\$17.50
				Weighted Avg: 4			

***Post-Retention Wage is the Contractual Wage**

Minimum Wage by County: COVID Pilot Minimum wage for all counties is \$17.50/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	Post-Retention Wage Range	Estimated # of Trainees
Administrative Staff		4
		2
		4
Brewery Staff		2
		2
		2
Customer Service Staff		20
		3
Production Staff		2
		2
		2
Sales Staff		5

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.

Founded in 1980 and headquartered in Chico, Sierra Nevada Brewing Co. (Sierra Nevada) (www.sierranevada.com) is a craft brewery manufacturer of ales and lagers. Sierra Nevada expanded from being a home brewing hobby of Pale Ale to being one of the top breweries in the United States. The Company distributes goods to retailers nationwide. In addition to manufacturing ales and lagers, its Chico location has an onsite restaurant, tasting room and gift shop. Training will be provided at the Berkley and Chico locations.

This is Sierra Nevada's fourth ETP Contract, and the second in the last five years.

Special Employment Training

Under SET, the 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.

Veterans Program

Sierra Nevada actively recruits Veterans through multiple job sites including VeteranJobSite.com, ArmedServicesJobs.com, retiredstarts.com, and attend multiple Veteran job fairs. Veteran trainees will participate in this Contract and will be included in Job Number 1.

Retrainee - Job Creation

The Company will hire 50 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.

During the pandemic, Sierra Nevada had to close down its public-facing areas. In order to maintain its employees many were reassigned to other positions, primarily in production. In addition, the Company limited hiring additional staff so it wouldn't have to lay off current employees. Now that Sierra Nevada is able to slowly reopen public-facing areas, the Company is in the process of hiring additional employees to backfill the positions of those who left due to COVID related reasons and to expand the current workforce to keep up with consumer demand.

PROJECT DETAILS

Training Plan / Curriculum

The delivery method listed in curriculum will be Class/Lab, however, may use CBT, PL, or E-Learning when delivering training.

Training Type will be "COVID Training Bundle".

Other Titles/COVID Training Bundle: Training will be offered to all occupations on:

- Training that include courses in pandemic awareness, Brewing Fundamentals, Guest Experience Training, Bloodborne Pathogens and Quality Assurance.

Training Hours

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

➤ Training Infrastructure

The Employee Development Manager and Employee Development Coordinator will oversee training and administration of the ETP Contract including collecting, submitting, and uploading training rosters to ETP Online Tracking. The New Employee Program Manager will assist with enrolling trainees. Training will be provided by qualified in-house experts and vendors as needed.

Impact/Outcome

Training provided by Sierra Nevada will help the trainee improve upon their basic skill set and obtain certifications to show completion of tasks and exams. Examples of certifications include Craft Beer certification, TIPS Training certification, and Leadership Exploration and Development certificate. Each certificate helps the trainee become proficient in their job description and offers chances of promotion within the Company.

Record Keeping

Sierra Nevada is using an alternate recordkeeping method approved under the COVID-19 Response Plan.

Commitment to Training

Sierra Nevada's annual training budget is approximately \$250,000 annually for both locations and includes new hire orientation and safety training. The Company has a standing training committee consisting of the training team, company owners and top-level executives to ensure that developed training is in line with its long-term company goals and vision.

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.

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	
				\$	%
E19-0116	Chico	7/1/18 – 9/28/20	\$129,480	\$95,164	(74%)

Towards the start of the contract term, the Camp Fire devastated parts of Butte County. With the Company focusing on supporting the community and employees affected by the fire, training was limited. In addition, Sierra Nevada halted the majority of its training due to COVID. In an attempt to not lay off employees, the Company redirected employees to different jobs which provided a limited amount of training versus its planned training schedule for the Spring/Summer of 2020.

DEVELOPMENT SERVICES

N/A

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 Training Bundle)

- 6 Sigma
- Accounts Payable
- Banking Macros Application
- Basic Trade Quality
- Beer Bottling
- Beer Fermentation
- Beer Filtration
- Beer Kegging
- Bigfoot Barleywine
- Bloodborne Pathogens
- Brewhouse Operations/Production of Wort
- Brewing Fundamentals
- Brewing History
- Business Etiquette
- Coaching for Development
- Communication Basics
- Communication Styles
- Concur
- Controlled Document Migration
- Core Brands
- Critical Thinking
- Customer Service
- Delegating for Growth
- DOIT
- Draught Beer: Intro to Proper Draught Serving
- Effective Tour Techniques
- Environmental Health & Safety Updates
- Emotional Intelligence
- Environmental Engineering
- Forecasting
- General Accounting
- Gift Shop Packaging
- Good Manufacturing Practices
- Grain Handling
- Guest Experience Training
- HAZWOPER Refresher (Must Complete 8 hours)
- HAZWOPER (24-hour Course)
- HAZWOPER (40-hour Course)
- How to Handle Change & Upheaval
- Hopline Sales Training
- Increasing Resilience
- Information Systems Management
- Introduction to Computers

- Introduction to Craft Beer
- Ives Training Techniques
- KARMA Customer Relationship Management
- Kombucha
- Kombucha Bottling
- Kombucha Fermentation
- Kombucha Filtration
- Laboratory Methods and Instruments
- LEAN Manufacturing
- Learning to Manage Others
- Managing Offsite Employees
- Meeting Management
- Mental Models
- Microsoft Office Suite (Intermediate and Advanced)
- Motivation Employees
- Narwhal Imperial Stout
- Navigating Difficult Conversations
- Negotiation Skills
- New Employee Orientation
- Plant Engineering
- Plant Sanitation/Plant Services
- Power Bi Reports
- Personal Protective Equipment
- Presentation Skills
- Process Mapping
- Productive Work Habits
- Project Management
- Purchase Order Tracking
- Purchasing
- Pure Safety
- Quality Assurance
- Quality Concern Communication
- Rail Spur
- Raw Materials Intake and Handling
- Safety (Safe start)
- Sales 101: Beer Styles & Sensory
 - Sierra Nevada Sensory
 - Beer Styles and Flavor
 - Off Flavor
- Sales 101: Brewing Process & Quality
 - MBAA Brewing Process
 - Nutritional Information
 - Quality Videos
- Sales 101: Market
 - On Premise Quality Program
 - On Premise and Drought Quality Documents
 - Brand Standards Training
 - Readiness Levels

- Sales 101: Negotiations
 - Planning Part 1
 - Planning Part 2
 - Bargaining
- Sales 101: Portfolio
 - Core Brands
 - Kombucha
- Sales 101: Selling Skills
 - Basic Approach to Selling
 - The Door to Sales Success
 - Communications Styles
 - Probing Questions
 - Listening
 - Objection Handling
 - Business Math
 - Opening
 - Proposal
 - Closing
 - Portfolio Selling
- Sales 101 VIP & Karma
 - Setting Up Your Karma Calendar
 - T1 20 Wild Little Things Opps
 - T1 20 Discontinued SKU's
 - T2 20 C-Store Focus Period
 - T1 20 Seasonal Distro Opps
- Sales & Marketing Reporting
- Selling Skills
- Serving Beer
- Serving Skills
- Shipping and Receiving
- Sidecar Orange Pale Ale
- Sierra Nevada 101: History & Q&A
- Sierra Nevada 101: Sustainability Initiatives
- Sierra Nevada 101: HR & IS Overview/Support
- Sierra Nevada 101: Wellness Programs
- Sierra Nevada 101: Safety Presentation
- Sierra Nevada 101: Marketing
- Sierra Nevada 101: Brewing Process Overview
- SMART Goals
- Sour Room Training
- Statistical Process Controls
- Steam Trap
- Summerfest and Nooner
- Super Manager
- Sustainability 101
- Sustainable Travel Guidelines
- Switch Board
- Taking Control of Conflict
- Taproom Receiving Guidelines
- Tesla Batteries
- The Art of Influencing Others

- The Basics of a Bee Hive
- The Golden Rule
- The Recycling Game
- Time Management
- TIPS Training
- Topical Torpedo
- Transportation
- Utilities and Process Control
- Warehousing
- VIP 101
- Zero Waste 101

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 4 total training hours per trainee, regardless of the method of delivery.



RETRAINEE - JOB CREATION

Training Proposal for:

Swan Consulting, Inc.

Contract Number: ET21-0317

Panel Meeting of: June 25, 2021

ETP Regional Office: Sacramento

Analyst: J. Fetsch

PROJECT PROFILE

Contract Attributes:	COVID SET SB <100 Retrainee Job Creation Initiative HUA	Industry Sector(s):	Services (G) Healthcare (62) Priority Industry: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Counties Served:	Fresno	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: 80	U.S.: 80	Worldwide: 80
<u>Turnover Rate:</u>	10%		
<u>Managers/Supervisors:</u> (% of total trainees)	5%		

FUNDING DETAIL

In-Kind Contribution
\$204,400

Total ETP Funding
\$147,200

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 HUA SB <100	Business Skills, Commercial Skills, Computer Skills	54	8-200	0	\$1,840	\$16.00
				Weighted Avg: 80			
2	Retrainee Job Creation Initiative SET HUA SB < 100	Business Skills, Commercial Skills, Computer Skills	26	8-200	0	\$1,840	\$16.00
				Weighted Avg: 80			

Minimum Wage by County: Job Number 1 (SET/HUA): \$16.00 per hour in Fresno County: **Job Number 2 (Job Creation):** \$16.00 per hour in 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

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

Wage Range by Occupation		
Occupation Titles	Post-Retention Wage Range	Estimated # of Trainees
Job Number 1		
Behavior Technician		26
		10
Board Certified Behavior Analyst		5
		10
Administrative Staff		3
Job Number 2		
Behavior Technician		19
Board Certified Behavior Analyst		5
Administrative Staff		2

INTRODUCTION

Founded in 2017 and headquartered Clovis, Swan Consulting, Inc. (www.forwardbmh.com) (Swan) provides behavioral therapy programs for children and youth with an Autism Spectrum Disorder (ASD) diagnosis or disorders with similar features. The Company provides services at a

central facility and the child's home. In addition, Swan also provides services for teens and education programs for parents and siblings. The Company works collaboratively with local school districts to help build resources for families in the Fresno community. Training under this proposal will be delivered at the Company's headquarters and two locations in Fresno. This is Swan's second ETP project and second in the last five years.

COVID-19 Priority Status

Swan 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.

The Company has been providing essential in-home behavioral therapy services throughout the COVID-19 Pandemic. Swan works collaboratively with the local school districts to help build resources for families and other agencies in the area.

Veterans Program

Although this project does not include a Veteran's component Swan does accept applications from veterans and considers the experience military service provides. The Company also has referred applicants to organizations such as Fresno County Veteran Service Office and veteran job fairs.

PROJECT DETAILS

Swan currently has a COVID Pilot project that is focused on COVID 19 procedures and PPE use. Training in this proposal will focus on its core services of Applied Behavior Analysis as a type of therapy that improves specific behavior such as social and emotional communication. Licensing requirements are continually changing to help better serve those with disabilities, Swan's training program will ensure that all staff are compliant and will provide trainees with all the necessary skills to serve customers to a high level that the Company expects.

In addition, Swan's entire business is run on social interactions with those that have disabilities as well as teaching those individuals how to interact with people when they are out in public. Therefore, in response to CDC guidelines, Swan has added trainings to its overall training program and will continually modify those trainings as CDC guidelines change.

Swan has presented an extensive training plan for this project. Training is essential to the success of the Company, all trainees will complete a full 40 hours of training prior to going out into the field. In addition, trainees will receive another 40 hours of follow up training within a 6 month period to reinforce skills and procedure. The majority of applicants come with no experience so this training is important to upholding the quality of service that Swan expects from all of its employees.

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.

Swan is expanding business capacity to meet the demand for services, by adding an additional 65 clients in the last two years and projects another 15-20% growth in the next two years. Hiring additional staff will help Swan prepare for increasing workload. The Company will hire 26 new employees (Job Number 2). The date-of-hire for all trainees will be within the three-month period before approval or within the term-of-contract. Trainees will be hired into "net new jobs" as a condition of contract.

Training Plan

Training will be delivered via Class/Lab, E-Learning and Videoconference. Training will be delivered by in-house experts and vendors as needed in the following:

Business Skills: Training will be offered to all occupations in Communicating Across Cultures, Leadership Skills, and Project Management. This training will provide trainees with skills to properly maintain a workload and educate in the diverse backgrounds of their customers and families.

Commercial Skills: Training will be offered to all occupations in Basic Needs Child Care, Curriculum Development, and Skills Acquisition. This training will provide the necessary skills to care and develop each customer.

Computer Skills: Training will be offered to all occupations in Microsoft Office Suite, Skype and Zoom. This training will provide the necessary skills to deliver quality services via remote learning during the COVID 19 pandemic.

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.

High Unemployment Area

All trainees in Job Numbers 1 and 2 work in a High Unemployment Area (HUA). This is a region with unemployment exceeding the state average by 25%. The Company's locations in Fresno County are in an HUA.

➤ Wage Modification

These trainees qualify for the ETP Minimum Wage rather than the Statewide Average Hourly Wage. 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. Swan is requesting a wage modification from \$34.77 per hour to \$16.00 per hour for Job Number 1 and 2 in order to serve workers in lower-wage occupations.

Commitment to Training

Swan's annual training budget is approximately \$125,000 per facility. Training includes new hire orientation, required certifications, and various disabilities trainees may encounter.

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. Swan has designated the CEO to be responsible for the ETP project at a high level, along with the Chief Administrative Officer to oversee training and roster collection. The Company has also retained the services of a third-party administrator who has extensive ETP experience to assist with the administration.

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
ET21-0232	\$100,000	12/14/2020-12/13/2022	50	0	0

Based on ETP Systems, 0 reimbursable hours have been tracked for potential earnings of \$0 (0% of approved amount). The Contractor projects final earnings of 100% based on training currently committed to by employers and in progress through September 2022. The Company currently has 8 trainees enrolled in the project.

DEVELOPMENT SERVICES

Propel Consulting Group in El Dorado Hills assisted with development for a flat fee of \$5,888.

ADMINISTRATIVE SERVICES

Propel Consulting Group 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/Videoconferencing Hours**

8-200 Trainees may receive any of the following:

BUSINESS SKILLS

- + Budgeting and Finance
- + Communicating Across Cultures
- + Communication Skills
- + Customer Service
- + Leadership Skills
- + Policy/Advocacy
- + Professional Development
- + Project Management
- + Project Proposals
- + Regulatory Compliance
- + Report Writing
- + Risk Management
- + Social Distancing Learning
- + Team Building

COMMERCIAL SKILLS

- + Assessment Training
- + Auditing
- + Basic Needs Child Care
- + Behavior Management
- + Clinical Judgement & Sensitivity
- + Curriculum Development
- + Environmental Awareness and Safety
- + Flexible Prompt Fading
- + Identifying Reinforcers
- + Naturalistic Teaching
- + Objective Note Writing
- + Play Skills & Building Rapport
- + Preference Assessments
- + Reinforcement Schedules/Token Boards
- + Respondent Conditioning
- + Safety Care
- + Scheduling
- + Skill Acquisition
- + Teaching Interaction Procedure
- + Working in Schools

COMPUTER SKILLS

- + MicroSoft Office (Intermediate/Advanced)
- + Mobile Devices
- + Skype
- + Windows Certification
- + Zoom

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:
University Lab Partners
Contract Number: ET21-0324

Panel Meeting of: June 25, 2021

ETP Regional Office: North Hollywood

Analyst: L. Vuong

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate SB <100	Industry Sector(s):	MEC (H) Biotechnology and Life Sciences (54+) Professional, Scientific, Technology (54) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Orange	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
\$133,860		\$9,312 8%		\$143,172

In-Kind Contribution:	50% of Total ETP Funding Required	\$280,000
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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 Priority Rate SB<100	Business Skills, Comm Skills, Computer Skills, Continuous Impr., Haz. Materials	97	8-200	0	\$1,476	\$20.00
				Weighted Avg: 60			

***Post-Retention Wage is the Contractual Wage**

Minimum Wage by County: Job Number 1: \$19.12 per hour for Orange 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 participating employers provide health benefits, they are not being used to meet Post-Retention Wage.

Wage Range by Occupation		
Occupation Titles	Post-Retention Wage Range	Estimated # of Trainees
Job Number 1		
Research Associate		15
		5
Research Assistant		2
Laboratory Technician		15
		2
Fabrication Specialist		11
Fabrication Technician		11
Product Development Specialist		5
		4
Manufacturing Technician		5
Data Analyst		15
		7

INTRODUCTION

Established in 2019, and headquartered in Irvine, University Lab Partners (ULP) (www.universitylabpartners.org) is an independent, non-profit organization affiliated with the Beall Family Foundation at the University of California – Irvine (UCI). In partnership with UCI, ULP provides hands-on training in biomedical, life science and laboratory testing. ULP offers exceptional value to life science entrepreneurs looking to launch and grow their business in the biomedical industry. In addition, ULP serves as an innovation hub for life science resources and activities in the Southern California ecosystem through thought-leadership events and resources

for start-ups companies. Lastly, ULP takes an active role in developing talent through workforce development activities to create a sustainable, living wage careers in its community. Such outreach and programming includes K-12 outreach to develop the talent pipeline by bringing more students into the life science/medical technology sector. The program provides hands-on training to bridge the skills gap, and professional development to continuing growing with lifelong learning.

ULP works closely with biotechnology, medical technology, and life science companies within Orange County to upgrade the skills of their workforce to help them grow and stay competitive in California. ULP is also dedicated and actively involved in assisting new graduate students as well as unemployed individuals seeking skills training to improve their opportunities for employment and career advancement. Since its inception, ULP has supplies employers with qualified workers, and has trained trainees to the latest in industry trends.

ULP is eligible to contract with ETP as a Group of Employers, under Title 22, California Code of Regulations (CCR), Section 4400(j)(3). This is ULP's first ETP Contract.

Veterans Program

Although there is no Veterans components, ULP plans to work closely with and market training opportunities to Veterans in the community thru the Workforce Investment Board, Orange County Regional Occupational Programs and Job Fairs.

PROJECT DETAILS

Life science, biotechnology and medical technology industries are a fast-changing and ever evolving industry sector. ULP reported that the Bio Tech/Life Sciences industry sector has faced enormous challenges in recent years with the coronavirus pandemic, and companies must be staffed with highly professional, technically trained individuals that can enter the workplace with viable skills, which are often not acquired in school. In addition, employers are producing new diagnostic testing, therapeutics, and technology to meet the needs of this new environment. New procedures, lab testing, and therapeutics require massive amounts of training on equipment that are expensive, and the ability to produce subject matter experts in this field is vital as demand increases. With the impact of COVID-19 pandemic, ULP is implementing training to assist participating employers in the development of new tests and products that will move the industry forward, including a 10-second COVID test. Furthermore, ULP has experienced a recent increase in employer demand for skillful workforce, with an overwhelming demand for training as the public faces many present-day healthcare challenges.

The core group of employers consist of 24 small bio and life science businesses, consistent with the Panel's priorities. This core group of employers represents at least 80% of requested funding for this proposal and located in Orange County. ULP has identified employers that have made firm commitments to training and hire participants upon successful completion of training. The Majority of training (90%) will be conducted at ULP facility; and the remainder will be conducted at participating employer locations.

According to ULP, participating employers have expressed a need to train life science, biotechnology and medical professionals that are well versed in the latest medical and technical skills such as laboratory techniques and protocols, research procedures, and understanding of formulas and data. Employers are unable to fill current job openings due to a significant skill gaps between new graduate skills and industry requirements. As a result, ULP has designed a comprehensive training program to address participating employer needs and to assist employers especially small business companies that have limited or no funding available to train in-house. ULP recently invested approximately \$2 million in new equipment including upright/inverted fluorescence microscopes, incubators, centrifuges, Real-time PCR machine, Biosafety Level 2

Tissue Culture Facility, electrophoresis, flow cytometer, FDM and SLA 3D printers, laser cutter, welder machine and testing materials.

Curriculum Development

ULP relies on comprehensive training needs assessment with each placement to identify critical needs and ensure training is consistent with employers' strategic plans and goals. In addition, ULP works closely with each employer to determine skill gaps within their organization and continuously keeping up with technological changes and industries requirements. Participating employers are encouraged to complete course evaluations. This feedback is used by ULP to measure the quality of training and how certain modules can be improved. The training outlined in this proposal is customizable, based on employers' needs assessments, industry requirements, and training objectives.

Training Plan

ULP is focused on training to upgrade incumbent workers skills in entering the workforce and overall improving opportunities for career advancement in biotech/life science sectors. Training will provide employers the opportunity to sustain their overall competitiveness, improve productivity, create new job opportunities, increase wages and remain current in rapidly changing biotechnology and life science technologies.

Training will be via Class/Lab, Video Conference and E-Learning in the following:

Business Skills: This training will be offered to all occupations to enhance and improve effective communication, goal setting, data analysis and strategic planning. Training will help and equip trainees to become competitive job candidates and prepare them for successful entry into the labor market.

Commercial Skills: This training will be offered to all occupations in proper procedures and techniques in equipment operation and maintenance, research and laboratory protocols, and processes/analyzes samples and cultures.

Computer Skills: This training will be offered to all occupations to fully utilize industry-based computer software applications, modeling and diagraming laboratory specimens, formulas, and data.

Continuous Improvement: This training will be offered to all occupations to improve laboratory protocols and quality control programs. Trainees will learn and emphasize the importance of maintaining a clean laboratory working environment.

Hazardous Materials: This training will be offered to all occupations. Trainees will learn skills necessary to handle, dispose, and clean up hazardous Bio waste materials in the course of their daily activities. This training will promote a safe and high performance workplace.

Alternate Recordkeeping

ULP is requesting to use alternate recordkeeping for E-Learning approved by ETP as permitted by ETP's Response to COVID-19 pandemic.

Commitment to Training

Most of the participating employers, especially small companies, lack the resources and funding to conduct formal and structured training. The majority provide on-the-job training to new employees, basic safety training, company orientation, sexual harassment prevention, violence in the workplace prevention, active shooter, and facility overview. For some participating employers, this project will be an opportunity to participate in a formal training program for the first time. For other companies that may have only provided limited training in the past, ETP funding will enable them to provide a larger number of employees with a broader spectrum of skills development, introduce new business/products practices and services to sustain growth, potentially create new jobs and remain competitive.

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

Upon Panel approval, training is scheduled to begin the week of June 28, 2021 and will be delivered by ULP in-house subject matter experts. Vendors will be identified during the term of the proposed Agreement, if needed. Two Directors will oversee project training administration with two staff member (Administrative Assistant and Marketing Associate) to coordinate marketing, recruitment, needs assessments, enrollment, scheduling classes, recording and tracking, securing rosters, and tracking of training. In addition, ULP has retained a third party administrator subcontractor to assist in ensuring all training records adhere to ETP requirements.

Impact/Outcome

Upon completion of training, trainees will receive laboratory procedures and equipment certification as dictated by participating employers. In addition, some courses such as the Molecular Biology Laboratory Techniques and Mammalian Cell Culturing are credentialed through University of California - Irvine, Department of Continuing Education.

Marketing and Support Costs

ULP has a well-established marketing relationship with the Chamber of Commerce, Workforce Investment Boards, Regional Occupational Programs, and local nonprofit organizations. Staff has built strong relationships with many companies' personnel to promote training opportunities. Staff utilizes the following avenues to market their training programs: seminars, meetings, thought-leadership events, emails, newsletters, websites, meetings with local employers, and collaborative networks of businesses. ULP has one full-time Marketing Associate dedicated to marketing, recruiting, assessment, scheduling and training; therefore ULP requests, and staff supports, 8% support costs to fund extensive marketing efforts to recruit additional participating employers and assessment activities of employers.

Trainer Qualifications

Training will be provided by ULP's in-house experts. In-house trainers are certified by ULP and the University of California – Irvine. In-house trainers are competent in the subject matter they train on and will have completed all classes required for the proficiency in each topic of training prior to delivery of training on that topic. Outside professional experts may be used when specific technical skill are required, and unavailable by ULP trainers.

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.

DEVELOPMENT SERVICES

ULP retained Strategic Business Solutions, LLC in Visalia to assist with development of this proposal for a flat fee of \$7,250.

ADMINISTRATIVE SERVICES

ULP also retained Strategic Business Solutions to perform administrative services in connection with this proposal for a fee not to exceed 9% of payment earned.

TRAINING VENDORS

To Be Determined

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

8-200

Trainees may receive any of the following:

BUSINESS SKILLS

- Effective Communications
- Marketing Skills
- Data Analysis
- Business structure and Operations
- Financial Strategies
- Strategic Planning
- Resume Building
- Interviewing Skills
- Workplace Etiquette

COMMERCIAL SKILLS

- Molecular Biology Laboratory techniques
- Mammalian Cell Culture Techniques
- Flow Cytometry
- Nanofiber/Electric Spinning Techniques
- Laboratory Equipment Training
- Fabrication Methods and Materials
- Manufacturing Equipment Training

COMPUTER SKILLS

- Computer Assisted Drawing (CAD)
- Data Report Generation
- Microsoft Applications Training

CONTINUOUS IMPROVEMENT

- Laboratory Safety Protocols and Procedures
- Quality Control Programs

HAZARDOUS MATERIALS

- Hazardous Materials Handling, Storage, and Disposal

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.

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: University Lab Partners

CCG No.: ET21-0324

Reference No: 21-0124

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ALPHABETIZE BY COMPANY NAME

Company: Aracari Biosciences Inc. (541714)

Priority Industry? Yes No

Address: 5270 California Ave., Suite 300

City, State, Zip: Irvine, CA 92617

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Contract: 6

Small Business? Yes No

Total # of full-time company employees worldwide: 7

Total # of full-time company employees in California: 7

Company: Arvetas Biosciences, Inc. (541714)

Priority Industry? Yes No

Address: 5270 California Ave., Suite 300

City, State, Zip: Irvine, CA 92617

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Contract: 6

Small Business? Yes No

Total # of full-time company employees worldwide: 6

Total # of full-time company employees in California: 6

Company: AVITA Medical Americas, LLC (541714)

Priority Industry? Yes No

Address: 5270 California Ave., Suite 300

City, State, Zip: Irvine, CA 92617

Collective Bargaining Agreement(s): No

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

Small Business? Yes No

Total # of full-time company employees worldwide: 5

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

Company: Crescenta Biosciences Inc. (541714)

Priority Industry? Yes No

Address: 5270 California Ave., Suite 300

City, State, Zip: Irvine, CA 92617

Collective Bargaining Agreement(s): No

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

Small Business? Yes No

Total # of full-time company employees worldwide: 2

Total # of full-time company employees in California: 2

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: University Lab Partners

CCG No.: ET21-0324

Reference No: 21-0124

Page 2 of 6

ALPHABETIZE BY COMPANY NAME

Company: Doric Pharma LLC (541714)

Priority Industry? Yes No

Address: 5270 California Ave., Suite 300

City, State, Zip: Irvine, CA 92617

Collective Bargaining Agreement(s): No

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

Small Business? Yes No

Total # of full-time company employees worldwide: 2

Total # of full-time company employees in California: 2

Company: EchoGuide B.V. (541714)

Priority Industry? Yes No

Address: 5270 California Ave., Suite 300

City, State, Zip: Irvine, CA 92617

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Contract: 4

Small Business? Yes No

Total # of full-time company employees worldwide: 4

Total # of full-time company employees in California: 4

Company: Endomet Biosciences, Inc. DBA EndoCyclic Therapeutics
(541714)

Priority Industry? Yes No

Address: 5270 California Ave., Suite 300

City, State, Zip: Irvine, CA 92617

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Contract: 1

Small Business? Yes No

Total # of full-time company employees worldwide: 1

Total # of full-time company employees in California: 1

Company: Entelexo Biotherapeutics (541714)

Priority Industry? Yes No

Address: 5270 California Ave., Suite 300

City, State, Zip: Irvine, CA 92617

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Contract: 3

Small Business? Yes No

Total # of full-time company employees worldwide: 3

Total # of full-time company employees in California: 3

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: University Lab Partners

CCG No.: ET21-0324

Reference No: 21-0124

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ALPHABETIZE BY COMPANY NAME

Company: Kaset PCR Inc. (541714)

Priority Industry? Yes No

Address: 5270 California Ave., Suite 300

City, State, Zip: Irvine, CA 92617

Collective Bargaining Agreement(s): No

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

Small Business? Yes No

Total # of full-time company employees worldwide: 2

Total # of full-time company employees in California: 2

Company: Leonhardt's Launchpads by Cal-X Stars Business Accelerator, Inc. (541714)

Priority Industry? Yes No

Address: 5270 California Ave., Suite 300

City, State, Zip: Irvine, CA 92617

Collective Bargaining Agreement(s): No

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

Small Business? Yes No

Total # of full-time company employees worldwide: 2

Total # of full-time company employees in California: 2

Company: Matregenix Inc. (541714)

Priority Industry? Yes No

Address: 5270 California Ave., Suite 300

City, State, Zip: Irvine, CA 92617

Collective Bargaining Agreement(s): No

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

Small Business? Yes No

Total # of full-time company employees worldwide: 9

Total # of full-time company employees in California: 9

Company: Nanomedix Inc. (541714)

Priority Industry? Yes No

Address: 5270 California Ave., Suite 300

City, State, Zip: Irvine, CA 92617

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Contract: 3

Small Business? Yes No

Total # of full-time company employees worldwide: 4

Total # of full-time company employees in California: 4

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: University Lab Partners

CCG No.: ET21-0324

Reference No: 21-0124

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ALPHABETIZE BY COMPANY NAME

Company: Next Generation Labs (541714)

Priority Industry? Yes No

Address: 5270 California Ave., Suite 300

City, State, Zip: Irvine, CA 92617

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Contract: 1

Small Business? Yes No

Total # of full-time company employees worldwide: 1

Total # of full-time company employees in California: 1

Company: Normoxi LLC (541714)

Priority Industry? Yes No

Address: 5270 California Ave., Suite 300

City, State, Zip: Irvine, CA 92617

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Contract: 1

Small Business? Yes No

Total # of full-time company employees worldwide: 1

Total # of full-time company employees in California: 1

Company: NovoGlia, Inc. (541714)

Priority Industry? Yes No

Address: 5270 California Ave., Suite 300

City, State, Zip: Irvine, CA 92617

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Contract: 3

Small Business? Yes No

Total # of full-time company employees worldwide: 3

Total # of full-time company employees in California: 3

Company: Novoheart (541714)

Priority Industry? Yes No

Address: 5270 California Ave., Suite 300

City, State, Zip: Irvine, CA 92617

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Contract: 1

Small Business? Yes No

Total # of full-time company employees worldwide: 1

Total # of full-time company employees in California: 1

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: University Lab Partners

CCG No.: ET21-0324

Reference No: 21-0124

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ALPHABETIZE BY COMPANY NAME

Company: NXT Biomedical (541714)

Priority Industry? Yes No

Address: 5270 California Ave., Suite 300

City, State, Zip: Irvine, CA 92617

Collective Bargaining Agreement(s): No

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

Small Business? Yes No

Total # of full-time company employees worldwide: 9

Total # of full-time company employees in California: 9

Company: Revival Health Inc. (541714)

Priority Industry? Yes No

Address: 5270 California Ave., Suite 300

City, State, Zip: Irvine, CA 92617

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Contract: 1

Small Business? Yes No

Total # of full-time company employees worldwide: 1

Total # of full-time company employees in California: 1

Company: Siege Pharmaceuticals, Inc. (541714)

Priority Industry? Yes No

Address: 5270 California Ave., Suite 300

City, State, Zip: Irvine, CA 92617

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Contract: 1

Small Business? Yes No

Total # of full-time company employees worldwide: 1

Total # of full-time company employees in California: 1

Company: SiO2 Medical Products, Inc. d/b/a SiO2 Materials Science
(541714)

Priority Industry? Yes No

Address: 5270 California Ave., Suite 300

City, State, Zip: Irvine, CA 92617

Collective Bargaining Agreement(s): No

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

Small Business? Yes No

Total # of full-time company employees worldwide: 6

Total # of full-time company employees in California: 6

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: University Lab Partners

CCG No.: ET21-0324

Reference No: 21-0124

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ALPHABETIZE BY COMPANY NAME

Company: Sprightly Health (541714)

Priority Industry? Yes No

Address: 5270 California Ave., Suite 300

City, State, Zip: Irvine, CA 92617

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Contract: 3

Small Business? Yes No

Total # of full-time company employees worldwide: 3

Total # of full-time company employees in California: 3

Company: Syntr Health Technologies (541714)

Priority Industry? Yes No

Address: 5270 California Ave., Suite 300

City, State, Zip: Irvine, CA 92617

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Contract: 3

Small Business? Yes No

Total # of full-time company employees worldwide: 3

Total # of full-time company employees in California: 3

Company: Translucence Biosystems (541714)

Priority Industry? Yes No

Address: 5270 California Ave., Suite 300

City, State, Zip: Irvine, CA 92617

Collective Bargaining Agreement(s): No

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

Small Business? Yes No

Total # of full-time company employees worldwide: 6

Total # of full-time company employees in California: 6

Company: Vena Vitals (541714)

Priority Industry? Yes No

Address: 5270 California Ave., Suite 300

City, State, Zip: Irvine, CA 92617

Collective Bargaining Agreement(s): No

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

Small Business? Yes No

Total # of full-time company employees worldwide: 2

Total # of full-time company employees in California: 2



COVID Rapid Reemployment and Retraining Pilot

Training Proposal for: Watermark Services IV, LLC

Contract Number: ET21-0344

Panel Meeting of: June 25, 2021

ETP Regional Office: San Francisco Bay Area

Analyst: K. Lappen

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:	Alameda, Contra Costa, Napa, Monterey, Los Angeles, Orange, Riverside	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: 780	U.S.: 4,103	Worldwide: 4,103
<u>Turnover Rate:</u>	11%		
<u>Managers/Supervisors:</u> (% of total trainees)	12%		

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	Job Creation COVID SET	Other Titles (COVID Training Bundle)	100	4-4	0	\$2,000	\$17.50
				Weighted Avg: 4			

***Post-Retention Wage is the Contractual wage**

<p>Minimum Wage by County: COVID Pilot Minimum wage for all counties is \$17.50/hour</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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Maybe</p> <p>Up to \$2.50 per hour may be used to meet the Post-Retention Wage.</p>
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Wage Range by Occupation		
Occupation Titles	Post-Retention Wage Range	Estimated # of Trainees
Administrative/Operation Staff		25
		6
		5
Nursing Staff		8
		33
Transportation Staff		8
		2
		1
Managers		2
		4
		6

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 (SET).

Founded in 1985 and headquartered in Tucson, Arizona, Watermark Services IV, LLC (Watermark) (www.watermarkcommunities.com) currently manages 58 communities in 21 states including standalone-independent living, assisted living, and memory-care communities in addition to Medicare-certified rehabilitation and skilled-nursing neighborhoods. The Company has 13 locations in California. ETP training will be delivered at its facilities located in Alameda, Contra Costa, Napa, Monterey, Los Angeles, Riverside, and Orange counties. This is Watermark's first ETP project.

Veterans Program

Even though this proposal does not include a Veteran's Job Number component, Watermark promotes open positions through various job boards and some of the job boards are veteran focused. Additionally, Watermark encourages the communities to work with its local-veteran organizations when searching for candidates.

Retrainee - Job Creation

In this proposal, the Company will hire 100 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. Backfilling is permissible for COVID Pilot proposals if it is related to calling back employees or hiring new staff that resulted from COVID-downsizing events.

Watermark has experienced increased demand for its healthcare services. In order to address safety and demand, the Company plans to hire (and rehire) 438 additional staff across all occupations. It's looking to bring back as many workers as possible to meet increased demand.

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.

PROJECT DETAILS

During the COVID-19 pandemic, Watermark has taken a proactive approach to safety for residents and employees. From warehousing to distributing supplies of personal protective equipment, the Company has implemented extensive policies and new procedures to help and maintain safety. COVID-19 protocols have been different from any that the healthcare industries have seen in the past. Watermark's training will verify that all employees have a clear understanding of safety updates and changes to their job functions as the Company brings on new workers.

Training Plan / Curriculum

The delivery method listed in curriculum will be Class/Lab, however, may use CBT, PL, or E-Learning when delivering training.

Other Titles/COVID Training Bundle: Training will be offered to all occupations on COVID-19 Procedures, Obtaining a Nasopharyngeal Swab Sample, Supporting Vaccination through Education, Understanding Watermark's COVID-19 Vaccination Program, Hand Hygiene and Infection Control, Using Personal Protective Equipment, and Safe Patient Handling.

Special Employment Training

Under SET, the 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 up to \$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

Watermark spends \$1,329,310 annually on training in California. Currently, Watermark provides Continuous Improvement, Business, Computer and Production Skills, Food and Drug Administration training, new-hire orientation, first aid, and sexual harassment prevention 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 Director of Training (dedicated administrator) and team will be responsible for scheduling training and the administration of the project. The Company has hired a third-party administrator, RSM US LLC, who will assist with ETP administration and coordination with ETP staff. ETP-funded training will be delivered by internal experts and by vendors when needed.

Impact/Outcome

This training will provide enhanced training to ensure safety of both staff and patients during this global pandemic. Hiring additional staff will ensure Watermark continues to provide a high level of care. Training will also enhance the skills of all staff around patient care and safety. Watermark has closely monitored infections rates of its employees and staff, and the Company uses the rates as a measurable result of the success of its safety training.

Recordkeeping

Watermark will use an alternate recordkeeping method approved under the COVID-19 Response Plan.

Electronic Recordkeeping/LMS

Watermark will use both rosters and LMS and requests to utilize electronic recordkeeping. ETP staff has reviewed and approved the Company's learning-management system.

DEVELOPMENT SERVICES

RSM US LLP in San Diego assisted with development of this proposal for a flat fee of \$7,000.

ADMINISTRATIVE SERVICES

RSM US LLP will also perform administrative services 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)

- Obtaining a Nasopharyngeal Swab Sample
- Supporting Vaccination through Education
- Understanding Watermark's COVID-19 Vaccination Program
- Hand Hygiene and Infection Control
- Using Personal Protective Equipment
- Safe Patient Handling
- Medication Administration
- Mental Health Assessment and Treatment
- Emergency Codes
- Community Health
- Hospice Care
- Patient Management
- Infection Prevention
- Crisis Response

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



Training Proposal for:

Whittier College

Contract Number: ET21-0363

Panel Meeting of: June 25, 2021

ETP Regional Office: North Hollywood

Analyst: E. Wadzinski

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate SB <100	Industry Sector(s):	MEC (H) Multimedia/Entertainment (51+) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Los Angeles, Ventura, Kern, Orange, Riverside, San Bernardino, San Diego	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)	≤20%		

FUNDING DETAIL

Program Costs	+	Support Costs	=	Total ETP Funding
\$161,000		\$11,200 8%		\$172,200

In-Kind Contribution:	50% of Total ETP Funding Required	\$195,000
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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 Priority Rate	Computer Skills	175	8-200	0	\$984	\$20.00
				Weighted Avg: 40			

***Post-Retention Wage is the Contractual Wage**

Minimum Wage by County: \$19.77 per hour for Los Angeles County; \$19.12 per hour for Ventura, Orange, San Diego County, Riverside, San Bernardino and Kern 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

Although Participating Employers do provide health benefits, they are not being used to meet the Post-Retention Wage.

Wage Range by Occupation		
Occupation Titles	Post-Retention Wage Range	Estimated # of Trainees
Director		2
		3
Producer		2
		3
Editor, Assistant Editor		10
		10
Production and Post Production Assistant		10
		10
System Engineer		5
		5
Audio Engineer		5
		5
Colorist		5
		5
Compositor		2
		3
Animator		5
		5
Digital Special Effects Specialist		5
		5

3D Occupations Staff		5
		5
Graphic Artist		2
		3
Webmaster		2
		3
Programmer		2
		3
Quality Specialist		2
		3
Systems Support Analysis		2
		3
Technical Support Staff		3
		2
Digital Marketing Personnel		3
		2
Equipment Operator		2
		3
Video Tape Operator		2
		3
Camera and Sound Staff		2
		3

INTRODUCTION

Established in 1901, Whittier College (Whittier) (www.whittier.edu) is a four-year degree granting liberal arts college located in Whittier. In addition to serving undergraduate and graduate students, Whittier provides customized, job-specific training for employers in the greater Southern California area. Whittier is eligible to contract with ETP under the Unemployment Insurance Code, Section 10205(c) as a training agency accredited by the Western Association of Schools and Colleges. This will be Whittier's first ETP Contract.

Veterans Program

Although there is no Veterans component in this project, Whittier works closely with the college administrative offices Veteran's Service Office to serve students. Some participating employers also have a hiring preference for Veterans, have Veterans on staff, and may include Veterans in the proposed trainee population.

PROJECT DETAILS

Advancements in technology used in the production of film, television, gaming and animation, is transforming broadcast delivery in the entertainment industry. New and upgraded software and hardware are used to develop content for streaming services, and virtualizing computer environments that are transitioning to cloud-based workflows. Production in the entertainment industry is becoming extremely competitive, with many out-of-state, and out of country competitors vying for business in entertainment industry, which started, and is most recognizable in California.

The industry trend illustrates that more companies are becoming web-based, and use the internet and associated mobile media delivery systems to provide consumer content. As such, this is changing how productions are made. To remain competitive in the industry, participating employers must update employee skills to keep up with new technology. New technology has opened the door for out-of-state companies to aggressively compete with California's local industry. The proposed training will allow participating employers to provide employees with training to remain current with industry software, hardware, and workflow changes to secure California jobs vulnerable to out-of-state employers.

Training will be provided to large and small businesses. 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.

Training Plan

Training will be delivered via class/lab and E-learning in the following:

Computer Skills: Training will be delivered to all occupations. Trainees will receive training related software and hardware skills to increase employee skills in Avid and Pro Tools for multimedia and media production related to video game production, animation, computer graphics, digital television, feature film production, visual effects and post-production. Training content will focus specifically on digital art and technology as it relates to games creation, themed entertainment, character design and animation, motion capture, green/bluescreen technology, VR/AR technology, lighting, graphics and special effects. Training delivered will improve workers ability to utilize updated and advanced production tools to remain relevant and competitive in the entertainment workforce.

Retention Modification

Under standard Panel retention requirements, trainees must be employed with one employer at least 35 hours a week for at least 90 days. However, these are employees in the entertainment industry hired for short-term jobs; therefore, retention may also be satisfied by employment of at least 500 hours within 272 days, with more than one employer.

Curriculum Development

Whittier's curriculum is designed to meet rigorous industry and employer-specific needs for production companies. Whittier conducts comprehensive training needs assessment with each participating employer to identify critical needs and ensure training is consistent with employer's strategic plan and goals. Surveys and interviews have been conducted with a number of companies in the entertainment industry to determine both the short and long term training needs of their workforce. Whittier will assess the effectiveness of training by using course evaluations completed by each trainee and feedback from participating employers to insure the planned training goals have been satisfied.

Marketing and Support Costs

Whittier's training opportunities are marketed to employers via informational meetings and seminars, onsite special events and open houses, mail advertising, as well as the internet and e-mail. Employer recruitment and assessment activities are ongoing throughout the Contract term as business demand and training needs are constantly changing based on industry trends.

ETP Support Costs of 8% will be used to offset costs related to participating employer training assessments, marketing, recruitment, and outreach efforts to assess employer specific job training requirements and develop specific training plans to meet the needs of each participating employer.

Commitment to Training

ETP funds will not displace the existing financial commitment to training of participating employers. Mandatory sexual harassment prevention and 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 provided by Whittier is generally not included in the participating employer's budget. This training is specific to the job skills needed within the industry.

➤ Training Infrastructure

Whittier will leverage internal administrative resources, with prior ETP experience, to implementing and administer this training project. Whittier's Film and Media Department Head, Assistant Professor of Film, will oversee all aspects of the Contract, including training implementation and administration of the proposed contract. In addition, there will be five staff members consisting of Department Faculty, Marketing and Recruiting staff, and Administration/Support staff dedicated to employer marketing, recruitment, needs assessment, class scheduling, and tracking/data entry.

Training will be provided by Whittier faculty who are subject-matter experts that meet the evolving training needs of its participating employer population. These trainers have practical; as well as, professional experience in their respective fields, college degrees, teaching experience and/or demonstrated industry work experience from 8 to 20+ years; and possession of related teaching credential, license, or certificate.

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.

Alternative Recordkeeping

Whittier will use alternative recordkeeping for E-Learning and classroom based training, as required, and approved by ETP as permitted per ETP's Response to COVID-19, and may be required due to recurring COVID-19 restrictions.

DEVELOPMENT SERVICES

N/A

ADMINISTRATIVE SERVICES

N/A

TRAINING VENDORS

N/A

Exhibit B: Menu Curriculum**Class/Lab Hours**

8-200

Trainees may receive any of the following:

COMPUTER SKILLS

- Avid MC 101 Media Composer Fundamentals I
- Avid MC 110 Media Composer Fundamentals II
- Avid MC 201 Media Composer Professional Editing I
- Avid MC 210 Media Composer Professional Editing II
- Avid MC 230 Color Grading With Media Composer & Symphony
- Avid MC 400 Avid Media Composer Support System
- Avid MC 410 ACSR Avid Media Composer System Support Recertification
- Avid MC 410VC ACSR Avid Media Composer System Support Recertification
- NC 120 Media Composer/NewsCutter Option Fundamentals I & II
- VT101 EL Video Theory
- PT 101 ProTools Fundamentals I
- PT 101 ProTools Fundamentals II
- PT 130 ProTools for Game Audio
- PT201 ProTools Production I
- PT210M ProTools Production II
- PT210P ProTools Production (Post Production)
- PT310I Advanced ICON Music Production Mixing Techniques
- PT310P Advanced Post Production Techniques
- PT310 S6 Advanced ProTools/S6 Mixing Workflows
- Avid PT 400 ACSR Pro Tools System Support
- Avid PT 410 VC ACSR Pro Tools System Support

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: Whittier College

CCG No.: ET21-0363

Reference No: 21-0503

Page 1 of 3

ALPHABETIZE BY COMPANY NAME

Company: 7ate9 Inc., dba 7ate9 Entertainment

Priority Industry? Yes No

Address: 740 N. La Brea Ave.

City, State, Zip: Los Angeles, CA 90038

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Contract: 3

Small Business? Yes No

Total # of full-time company employees worldwide: 10

Total # of full-time company employees in California: 9

Company: Big Picture Entertainment, LLC

Priority Industry? Yes No

Address: 3524 Hayden Ave.

City, State, Zip: Culver City, CA 90232

Collective Bargaining Agreement(s): No

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

Small Business? Yes No

Total # of full-time company employees worldwide: 50

Total # of full-time company employees in California: 38

Company: Catalyst Post Services

Priority Industry? Yes No

Address: 3029 W. Burbank Blvd.

City, State, Zip: Burbank, CA 91505

Collective Bargaining Agreement(s): No

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

Small Business? Yes No

Total # of full-time company employees worldwide: 12

Total # of full-time company employees in California: 7

Company: Lussier

Priority Industry? Yes No

Address: 4100 W. Alameda Ave., Suite 400

City, State, Zip: Burbank, CA 91505

Collective Bargaining Agreement(s): No

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

Small Business? Yes No

Total # of full-time company employees worldwide: 26

Total # of full-time company employees in California: 26

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: Whittier College

CCG No.: ET21-0363

Reference No: 21-0503

Page 2 of 3

ALPHABETIZE BY COMPANY NAME

Company: Picture Head, LLC

Priority Industry? Yes No

Address: 1132 Vine St.

City, State, Zip: Hollywood, CA 90038

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Contract: 75

Small Business? Yes No

Total # of full-time company employees worldwide: 128

Total # of full-time company employees in California: 128

Company: Picture Shop, LLC

Priority Industry? Yes No

Address: 3900 W. Alameda Blvd., 10th Floor

City, State, Zip: Burbank, CA 91505

Collective Bargaining Agreement(s): No

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

Small Business? Yes No

Total # of full-time company employees worldwide: 158

Total # of full-time company employees in California: 152

Company: Point.360

Priority Industry? Yes No

Address: 2701 Media Center Dr.

City, State, Zip: Los Angeles, CA 90065

Collective Bargaining Agreement(s): No

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

Small Business? Yes No

Total # of full-time company employees worldwide: 195

Total # of full-time company employees in California: 195

Company: Telestream, LLC

Priority Industry? Yes No

Address: 848 Gold Flat Road

City, State, Zip: Nevada City, CA 95959

Collective Bargaining Agreement(s): No

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

Small Business? Yes No

Total # of full-time company employees worldwide: 360

Total # of full-time company employees in California: 161

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: Whittier College

CCG No.: ET21-0363

Reference No: 21-0503

Page 3 of 3

ALPHABETIZE BY COMPANY NAME

Company: Trailer Park, Inc.

Priority Industry? Yes No

Address: 6922 Hollywood Blvd., 12th Floor

City, State, Zip: Hollywood, CA 90028

Collective Bargaining Agreement(s): No

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

Small Business? Yes No

Total # of full-time company employees worldwide: 410

Total # of full-time company employees in California: 410

Company: Union Editorial LLC

Priority Industry? Yes No

Address: 12200 W. Olympic Blvd., Suite 140

City, State, Zip: Los Angeles, CA 90064

Collective Bargaining Agreement(s): No

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

Small Business? Yes No

Total # of full-time company employees worldwide: 35

Total # of full-time company employees in California: 35

Company: Virgosity, Inc. (Therapy Studios)

Priority Industry? Yes No

Address: 11811 Teale St.

City, State, Zip: Culver City, CA 90230

Collective Bargaining Agreement(s): No

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

Small Business? Yes No

Total # of full-time company employees worldwide: 19

Total # of full-time company employees in California: 19



Training Proposal for:

AHMC Garfield Medical Center LP dba Garfield Medical Center

Contract Number: ET21-0337

Panel Meeting of: June 25, 2021

ETP Regional Office: North Hollywood

Analyst: M. Reeves

PROJECT PROFILE

Contract Attributes:	Retrainee SET Medical Skills Training Priority Rate	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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No SEIU United Healthcare Workers West; and SEIU Local 121RN		
Number of Employees in:	CA: 892	U.S.: 892	Worldwide: 892
<u>Turnover Rate:</u>	9%		
<u>Managers/Supervisors:</u> (% of total trainees)	N/A		

FUNDING DETAIL

In-Kind Contribution
\$650,940

Total ETP Funding
\$248,032

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 Medical Skills Training	Computer Skills, Continuous Imp., MS Clinical Preceptor, MS Didactic	674	8-200	0	\$368	\$26.08
				Weighted Avg: 16			

*Post-Retention Wage is the Contractual Wage.

<p>Minimum Wage by County: \$26.08 per hour statewide (SET/Priority)</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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Maybe</p> <p>Up to \$2.50 per hour may be used to meet the Post-Retention Wage.</p>
--

Wage Range by Occupation		
Occupation Titles	Post-Retention Wage Range	Estimated # of Trainees
Technician		59
		62
Dietician		7
Licensed Vocational Nurse		10
		8
Social Worker		1
		3
Pharmacist		24
Phlebotomist		15
Registered Nurse		396
Therapist		62
Coder		7
Medical Transcription		3
		2
Coordinator		8
		7

INTRODUCTION

AHMC Garfield Medical Center LP dba Garfield Medical Center (Garfield Medical), located in Monterey Park, is a 210-bed acute care facility that has been serving the needs of the San Gabriel Valley since 1933. Garfield Medical (www.garfieldmedicalcenter.com) is a for-profit hospital

accredited by The Joint Commission for specialized medical services. The Hospital is eligible for ETP funding under Special Employment Training (SET) for frontline workers, and qualifies for priority industry reimbursement as a healthcare employer.

The Hospital's services include medical/surgical, emergency care, pediatric, cardiology, obstetrics, general surgery, radiology, neonatal intensive care, rehabilitation, and a stroke center. The Hospital is also a recognized American Heart Association CPR training center.

Veterans Program

Garfield Medical has not included a Veterans component in this proposal; however, the Hospital does employ Veterans through its normal hiring practices.

Union Support

Union support letters have been provided by SEIU United Healthcare Workers West and SEIU Local 121RN for the represented Registered Nurses and allied healthcare workers included in this proposal.

PROJECT DETAILS

As an essential service provider during the COVID-19 pandemic, Garfield Medical has identified the following new programs, equipment, and services that are driving the current need for training:

- COVID-19 Education – It is important for staff to remain current on COVID-19 and its variants in order to continue providing quality patient care. Staff must be knowledgeable in evidence-based practices designed to combat the spread of disease.
- Transcatheter Aortic Valve Replacement (TAVR) – TAVR is a less invasive alternative to open heart surgery for treating aortic valve stenosis.
- New Equipment In-Service – Impella device, TAVR, Biplane Imaging System, Rapid Perfusion Software, Biofridge, and a Chemistry Analyzer. It is imperative to provide education to each operator of equipment to ensure proper usage of innovative healthcare technology.
- Chemotherapy and Biotherapy – Ongoing training is required to ensure that nurses are competent in the safe administration of chemotherapy and biotherapy.
- Skills Competencies – The Hospital must review the skills and competencies of staff on a regular basis. Maintaining requisite competencies leads to improved quality of care and patient satisfaction.
- Impella – The Impella is a percutaneous ventricular support device that provides hemodynamic support for patients in case of instability in hemodynamics that occurs during a procedure. Education is vital to building knowledge and confidence in the appropriate use of the Impella device.
- Mock Code Blue and White In-services – These hands-on mock scenarios provide essential practice in a simulated patient environment.

The proposed training plan is designed to ensure successful implementation of improved healthcare standards related to patient assessment and care, infection control, pain management, medication administration, and equipment operation. Preceptor training will also be included to provide hands-on practice and ensure that medical staff adhere to necessary protocol.

Training Plan

Training will be delivered via Class/Lab, E-Learning, and Preceptor (Productive Lab) on the following at Garfield Medical's facility in Monterey Park.

Computer Skills: Training will be offered to all occupations to help employees become more proficient at electronic medical records management for documenting, tracking, and reporting member data. This training will enable Garfield Medical to improve its operational efficiencies.

Continuous Improvement: Training will be offered to all occupations and will focus on frontline leadership skills, conflict resolution, quality improvement, communication skills, and team building.

Medical Skills Training: Approximately 396 RNs and 18 LVNs will participate in Medical Skills Didactic and Clinical Preceptor training. Therapists and Technicians may also receive training on select Medical Skills topics based on their respective job duties. This training will address deficiencies in specific skills to ensure that employees are competent in advanced medical procedures. Training will focus on the latest techniques and methodologies for providing safe and effective patient care. Training topics will include patient assessment and care, upgraded safety protocols, wound care management, code-specific responses/procedures, and documentation skills.

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.

➤ Wage Modification

For trainees employed in a priority industry, the Panel may modify the wage up to 25% below the statewide average hourly wage (from \$34.77 to \$26.08). Garfield Medical requests this modification.

Prior Projects

This will be Garfield Medical's fifth ETP Contract, and the second within the past five years (See Prior Projects Table). Given the sweeping safety and procedure changes brought about by the COVID-19 Pandemic, the training in this new proposal differs from and/or expands on training delivered in the past. In addition to improved programs, the proposed project also features training on several new pieces of equipment/technology including neuroimaging software, TAVR, Impella device, and a Biplane Imaging System.

Hospital representatives estimate that approximately 60% of the employees included in this proposal may have participated in a previous contract. Several Curriculum topics are repeated from prior contracts; however, the subject matter has been updated, so there will be no duplication of training.

Garfield Medical is a wholly-owned subsidiary of AHMC Healthcare, Inc. (AHMC). It operates as a Limited Partnership, autonomous from other AHMC hospitals in the state. A different subsidiary, AHMC Anaheim Regional Medical Center LP, is also seeking Panel approval this month.

Commitment to Training

Garfield Medical spends approximately \$1 million on training annually. The Hospital's ongoing training includes new employee orientation, Annual Skills Day, life support certification and recertification, and sexual harassment prevention. 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

Garfield Medical's Acute Rehab and Training Director will oversee administration of this project. Training scheduling, delivery, and documentation will be handled by the Hospital's internal team of coordinators and trainers. The Hospital has also retained an outside administrative consultant to assist with ETP administrative requirements. Training will be delivered by in-house subject matter experts and training vendors as needed.

PRIOR PROJECTS

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

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
ET17-0331	Monterey Park	12/19/16 – 12/18/18	\$393,350	\$248,128 (63%)

Hospital representatives report that performance was negatively impacted primarily due to a decrease in new hires during the contract term. New hire onboarding/upskilling and clinical preceptorship have a significant impact on education needs. The decline in hiring resulted in a sizable drop in the use of planned education hours.

To minimize the possibility of a recurrence of this issue, the Hospital has structured this proposal in alignment with the recently assessed training needs of incumbent staff. In addition, the proposed Contract has been adjusted to a funding level comparable to prior earnings.

DEVELOPMENT SERVICES

Training Funding Source in Seal Beach assisted with development for a flat fee of \$9,500.

ADMINISTRATIVE SERVICES

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

TRAINING VENDORS

FlexEd in Chino will provide Medical Skills training for a fee of \$7,200. Other trainers will be identified as they are retained.

Exhibit B: Menu Curriculum

Class/Lab Hours

8 - 200

Trainees may receive any of the following:

MEDICAL SKILLS TRAINING – DIDACTIC

- Acute Myocardial Infarction
- Advanced Cardiac Life Support (ACLS)
- Arterial Blood Gas (ABG) Interpretation
- Basic Life Support (BLS)
- Body Mechanics and Safe Patient Handling
- Care of the Cardiac Patient
- Care of Pediatric Patients (Acute Care, Intensive Care)
- Care of the Stroke Patient
- Central Lines Management
- Chest Tube Care & Management
- Code Blue Response & Procedures
- Critical Care Nursing Skills
- Decontamination Procedures
- Diabetes Care & Management
- Dysrhythmia Recognition & Interpretation
- Educating the Patient & Family
- EKG & Cardiac Monitoring
- Electronic Fetal Monitoring (Beginning & Advanced)
- Emergency Care of the Burn Patient
- Emergency Room Nursing Skills
- Equipment Skills (IV pumps, cardiac telemetry, vital signs, pulse-oximeter, ventilators, specialty beds and mattresses)
- Gastrointestinal Assessment and Management
- Infection Control
- Intravenous (IV) Insertion & Therapy
- Labor, Delivery and Postpartum Nursing Skills
- Medical/Surgical Nursing Skills
- Medication Administration & Management
- Moderate Sedation
- Neonatal Advanced Life Support (NALS)
- Neonatal Nursing Skills
- Neonatal Resuscitation Provider (NRP)
- Nurse Orientation Training (for New Grads only)
- Ostomy & Continence Care
- Pain Management (Acute & Chronic)
- Patient Assessment & Care
- Patient Fall Prevention
- Pediatric Advanced Life Support (PALS)
- PICC Line Insertion
- Pre and Post-Operative Care
- Rapid Response Skills
- Renal Assessment & Management
- Respiratory Assessment & Care

- Restraints
- Surgical Nursing Skills
- S.T.A.B.L.E.
- Telemetry Nursing Skills
- Total Parenteral Nutrition (TPN)
- Transfer Techniques
- Triage Nursing Skills
- Ventilator and Tracheotomy Care
- New Graduate Program Skills
- Wound & Skin Care
- Defibrillator Training
- Chemotherapy and Biotherapy
- Impella
- Transcatheter Aortic Valve Replacement (TAVR)

MEDICAL SKILLS TRAINING – CLINICAL PRECEPTOR

- **Emergency Department Training**
 - Emergency Room Nursing Skills
 - Emergency Care of the Burn Patient
 - OB Trauma
 - Trauma Nursing Skills
 - Triage Nursing Skills
 - Care of Pediatric patients
- **Intensive Care Unit/Critical Care Unit Training**
 - Critical Care Nursing Skills
 - Patient Assessment & Care
 - Pre and Post-Operative Care
 - Ventilator & Tracheotomy Care
 - Hemodynamics Training
- **Long Term Care Unit** (Subacute, Skilled Nursing, Transitional Care & Hospice)
 - Patient Assessment & Care
 - Geriatric Nursing Skills
 - Med/Surg Nursing Skills
 - Hospice Nursing Skills
- **Medical/Surgical Unit Training**
 - Patient Assessment & Care
 - Medical/Surgical Nursing Skills
 - Pre and Post-Operative Care
- **Obstetrics Unit Training**
 - Patient Assessment & Care
 - Antepartum, Labor, Delivery and Postpartum Skills
 - Neonatal Nursing Skills
 - S.T.A.B.L.E.
 - Advanced & Electronic Fetal Monitoring
 - Neonatal Resuscitation Provider (NRP)

- **Operating Room and Post-Anesthesia Care Unit (PACU) Training**
 - Patient Assessment & Care
 - Care of the Burn Patient
 - Peri-Operative Nursing Skills
 - Pre and Post-Operative Care
- **Pediatric Services Unit**
 - Care of Pediatric Patients (Acute Care, Intensive Care)
 - Patient Assessment & Care
 - Pre and Post-Operative Care
- **Surgical Services Unit Training**
 - Patient Assessment & Care
 - Surgical Nursing Skills
 - Pre and Post-Operative Care
- **Telemetry Unit Training**
 - Care of the Cardiac Patient
 - EKG & Cardiac Monitoring
 - Dysrhythmia Interpretation
 - Telemetry Nursing Skills
 - Pre and Post-Operative Care
 - Intravenous (IV) Therapy

CONTINUOUS IMPROVEMENT

- Case Management/Discharge Planning
- Charge Nurse Training/Frontline Leadership Skills
- Communications Skills
- Conflict Resolution Skills
- CORE Measures
- Crisis Prevention Intervention (CPI)
- Critical Thinking Skills
- Culturally Appropriate Care
- Patient Satisfaction (HCAPHS) Training
- Value-Based Purchasing
- Documentation Skills
- Disaster Preparedness
- Emergency Preparedness
- Facility Management Skills
- Organization and Time Management Skills
- Patient and Family Centered Care Skills
- Preceptor Skills (train-the-trainer)
- Performance and Quality Improvement and Procedures Skills
- Team Building Skills
- Utilization Review
- ED Assaultive Training
- Meaningful Use

COMPUTER SKILLS

- Electronic Medical Records Application Skills

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



UNITED HEALTHCARE
WORKERS WEST
SERVICE EMPLOYEES
INTERNATIONAL
UNION, CLC

May 12, 2021

Employment Training Panel
1100 J Street
Sacramento, CA 95814

Dear Panel Members,

We understand Garfield Medical Center is requesting ETP funding. The proposed training plan for the specified members has our support. The approximate number of trainees from Therapists, Technicians. and Secretaries will be participating in this project: 409

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,

Brian Valdez

SEIU United Healthcare Workers — West
5480 Ferguson Drive
Los Angeles, California 90022
Cell: (323) 236-2217
Email: bvaldez@seiu-uhw.org

Dave Regan - President
Stan Lyles Vice President

560 Thomas L. Berkley Way
Oakland, CA 94612
510-251-1250
AX 510-763-2680

5480 Ferguson Drive
Los Angeles, CA 90022
323-734-8399
FAX 323 721-3538

www.seiu-uhw.org





April 30, 2021

Employment Training Panel
1100 J Street
Sacramento, CA 95814

Dr. Nina Wells, DNP, RN
President

SYDNIE BOYLAN, RN
Vice President

CAROLINE JACKS, RN
Secretary-Treasurer

ROSANNA MENDEZ
Executive Director

Dear Panel Members,

We understand Garfield Medical Center is requesting ETP funding. The proposed training plan for the specified members has our support. The approximate number of the trainees from Registered Nurse occupations will be participating in this project: 400

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 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,

Frank Torres
Chief of Staff
SEIU Local 121RN

1040 Lincoln Avenue
Pasadena, CA 91103

Phone: (626) 639-6200
Fax: (626) 395-7538

www.seiu121rn.org





**Training Proposal for:
Encompass Health Corporation**

Contract Number: ET21-0339

Panel Meeting of: June 25, 2021

ETP Regional Office: North Hollywood

Analyst: M. Niquet

PROJECT PROFILE

Contract Attributes:	Priority 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, Stanislaus, Orange, Riverside	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: 565	U.S.: 35,878	Worldwide: 35,878
<u>Turnover Rate:</u>	17%		
<u>Managers/Supervisors:</u> (% of total trainees)	N/A		

FUNDING DETAIL

In-Kind Contribution
\$894,066

Total ETP Funding
\$409,584

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 SET Medical Skills Training	Cont. Imp., MS-Didactic, MS-Preceptor	318	2-200	0-57	\$1,288	\$26.08
				Weighted Avg: 56			

*Post-Retention Wage is the Contractual Wage

Minimum Wage by County: SET/Statewide (Priority Industry) \$26.08 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	Post-Retention Wage Range	Estimated # of Trainees
Registered Nurses		183
Licensed Vocational Nurse		8 26
Nurse Supervisor/Manager		5
Case Manager		5
Occupational Therapist		51
Pharmacy Staff		2 2
Physical Therapist		6 10
Respiratory Therapist		9
Speech/Language Therapist		5
Technicians		6

INTRODUCTION

Founded in 1984 and headquartered in Birmingham, Alabama, Encompass Health Corporation (EHC) (www.encompasshealth.com), is the parent corporation of multiple subsidiaries that include four California facilities: Encompass Health Rehabilitation Hospitals of Bakersfield; Modesto; Tustin and Murrieta. All four California facilities are included in this proposal, and offer inpatient physical rehabilitation services for post-acute patients recovering from neurological issues, stroke, orthopedic conditions, lower extremity fractures, debility, brain injury, knee/hip replacement, cardiac conditions, and spinal cord conditions.

Veterans Program

Encompass Health does not have a formal program in place for the recruitment of Veterans; however, the Company does employ Veterans through its normal hiring practices.

PROJECT DETAILS

This will be EHC's fourth ETP Contract, and the second in the last five years. The first contract (ET09-0550) was primarily dedicated to achieving designation status for the treatment of strokes. The second Agreement (ET11-0340) focused on training new graduate RNs, and helping the Bakersfield facility create its advanced brain injury rehabilitation program. The third contract (ET15-0124) focused on expanding service lines to include oncology, amputee, and acute head injury patients. Under this proposal EHC's goals are to broaden its Hospital's training program across four facilities and expand training delivery to clinical staff beyond its registered nurses. This proposal includes two facilities which opened after the end term date of the last Contract, Modesto (opened late 2016) and Murrieta (opened March 2020).

In order for EHC to keep up with evolving medical techniques and the latest medical technologies, all clinical staff need continuous training to ensure their skills and knowledge are current with established best practices in their respective fields.

Rehabilitation is a highly specialized field which requires intensive training in order to provide the highest quality patient care. Encompass Health Rehabilitation Hospital of Bakersfield and Tustin are certified in Stroke Rehabilitation by the Joint Commission. This certification requires ongoing staff education in the care and treatment of stroke survivors. Both facilities provide monthly training for staff to enhance their ability to care for this specialized patient population.

The Bakersfield facility recently purchased a Portable Gantry Moliift device, which will also require onsite training. In addition, the Tustin facility is in the process of adding a ReWalk robotic walking device for the Stroke program which will also require training on this new device. The two facilities are also in the process of developing a spinal cord injury program and will be pursuing Joint Commission certification of this program requiring intensive education and development of nursing and therapy teams.

The Murrieta facility recently opened and received its license to administer dialysis services and are in the process of obtaining its stroke certification. As the facility starts to add additional services and continues to see an increase in utilization, it will need to hire new staff which will require onboarding training as well as medical and preceptor training. The Modesto facility is also currently pursuing the Stroke certification.

PRIOR PROJECT

ETP Regulation 4445(C) states in part that the Panel will consider a contractor's prior performance on any prior contract(s) when considering whether to approve a new contract. The Panel will review performance using the following non-inclusive criteria: percentage of encumbered funds earned by contractor; percentage of trainees retained in employment. As part of ETP staff's work for the Panel it considered the following when right-sizing the funding amount of the proposal: \$60,724 earnings (23% of planned performance) in most recent Contract (ET15-0124) within the last five years (07/07/14 – 07/06/16); the lapsed time since the end term date of the prior low performance Contract (07/16/21); \$237,702 earnings (96% of planned performance) in Contract (ET11-0340) outside the five year period (end term 5/31/13), and EHC's planned adjustments to improve performance. Accordingly, ETP staff recommended a funding proposal up to \$237,702.

However, Encompass requested ETP staff bring the full application amount (\$409,584) to the panel given ET15-0124 will drop off the five year prior projects list on 07/06/21, and its aforementioned need for additional funding which includes two new additional facilities, 196 additional trainees, and expanded occupations and curriculum.

Training Plan

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

Continuous Improvement: Training will be offered to all occupations to improve frontline leadership skills, charge nurse skills, support performance and quality improvement.

Medical Skills (Preceptor - Clinical and Didactic): This training will be offered to all Medical Professionals including 183 Registered Nurses. Training is based on the complexity of patient care responsibilities. Trainees will gain a greater understanding of advanced clinical processes to ensure competency, maximize patient satisfaction and safety, and knowledge of new equipment and specialized care and treatment.

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 up to 57 hours of CBT.

Special Employment Training

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 at the end of the retention period.

➤ Wage Modification

For trainees employed in a priority industry, the Panel may modify the wage up to 25% below the statewide average hourly wage (from \$34.77 to \$26.08). The Company requests this modification.

High Unemployment Area

Although the Bakersfield facility is located in a high unemployment area (HUA), EHC is not requesting a HUA wage modification for trainees at this location.

Frontline Managers/Supervisors

EHC's Nurse Supervisors/Managers do not hire, fire or make company policy. Therefore, based on the nature and scope of their job duties, these trainees meet the Panel's definition of frontline workers.

COVID Waivers

EHC requests the following waiver due to the of the COVID-19 pandemic:

- 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; and
- EHC will use alternative recordkeeping for E-Learning approved by ETP as permitted by ETP's Response to COVID-19.

Commitment to Training

The Company spends approximately \$1,200,000 - \$2,000,000 annually for training. This training includes annual re-orientation of procedures and discipline-specific annual competency testing given to all clinicians. Therapists and Nurses also receive Functional Independence Measure training and Clinicians receive Safe Patient Mobility 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 CEO at each hospital will oversee all administration at their respective location with the assistance of the Hospital Educators in Bakersfield and Murrieta; Nurse Manager in Modesto and the Director of Quality in Tustin. The Company has also retained an administrative subcontractor to ensure that all training records meet ETP compliance. Training is scheduled to begin upon Panel approval and will be delivered on-site by in-house experts and vendors, as needed.

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 \$ %
ET15-0124	Bakersfield, Tustin	07/07/14-07/06/16	\$261,324	\$60,724 (23%)

EHC reports that this ETP contract was poorly administered in-house with no specific person designated to oversee the project unlike the previous contract (ET11-0340) which earned 96% of total funding (\$237,702) at the Bakersfield and Tustin locations in 2013.

EHC has since hired a third-party consultant who will administer this project. In addition, CEO’s at each identified hospitals will oversee the ETP program and will assure that ETP requirements and recordkeeping processes are met (See Training Infrastructure).

DEVELOPMENT SERVICES

Altus Group in Hunt Valley, MD assisted with development of this proposal for a flat fee of \$28,670.

ADMINISTRATIVE SERVICES

Altus Group 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/Videoconferencing/E-Learning Hours

2-200

Trainees may receive any of the following:

CONTINUOUS IMPROVEMENT

- ✚ Advanced Cardiac Life Support for Respiratory Therapists
- ✚ Basic Life Support
- ✚ Body Mechanics Charge
- ✚ Nurse Training
- ✚ Communication Skills
- ✚ Culturally Appropriate Care
- ✚ Critical Thinking

MEDICAL SKILLS-PRECEPTOR (Limited Ratio 1:1)

- ✚ Rehabilitation Services Unit Training Case Management
- ✚ Medical Management
- ✚ Oxygen Administration
- ✚ Pain Management
- ✚ Psychosocial Screening & Risk Identification
- ✚ Rehabilitation Nursing Skills
- ✚ Specialized Patient Care
- ✚ Physical Therapy Modalities and Techniques
- ✚ Speech Therapy Modalities and Techniques
- ✚ Respiratory Care of Rehabilitation Patients

MEDICAL SKILLS-DIDACTIC

- ✚ Advanced Cardiac Life Support
- ✚ Amputee Patient Care
- ✚ Basic Life Support
- ✚ Burn Patient Care
- ✚ Brain Injury Care
- ✚ Cardiac Care
- ✚ Care & Management of Neurological Patients
- ✚ Care of Multiple Trauma Patients
- ✚ Case Management
- ✚ Diabetes Care & Management
- ✚ Dialysis Patient Care
- ✚ Medication Management
- ✚ Morbid Obesity Patient Management & Care
- ✚ Neuro-IFRAH Mobility Training
- ✚ Orthopedic & Musculoskeletal Care
- ✚ Oxygen Administration
- ✚ Psychosocial Screening & Risk Identification
- ✚ Pulmonary Rehabilitation
- ✚ Rehabilitation Nursing Skills
- ✚ Specialized Equipment Skills
- ✚ Spinal Cord Injury Care
- ✚ STOP Training

- ✚ Stroke Patient Care
- ✚ Wound & Skin Care Management

CBT Hours

0 - 57

CONTINUOUS IMPROVEMENT

- ✚ Talent Works Educational Training (60min)
- ✚ Ace-IT Training (2 hr)
- ✚ Health Stream Educational Training (60 min)
- ✚ Krames Patient Education Program (60 min)
- ✚ Intermediate Microsoft Office Skills (60 min)
- ✚ PatCom Training (60 min)
- ✚ New Electronic Patient Scheduling Software(60 min)
- ✚ Compliance Orientation (60 min)
- ✚ Patient Education Module (60 min)
- ✚ International Dysphagia Diet Standardization Initiative (60 min)
- ✚ Diet Order Restructure (60 min)
- ✚ Success through Inclusion (60 min)

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



RESPOND

Critical Proposal for:

Digital Path, Inc.

Contract Number: ET21-0305

Panel Meeting of: June 25, 2021

ETP Regional Office: North Hollywood

Analyst: E. Wadzinski

PROJECT PROFILE

Contract Attributes:	RESPOND (Core Funds) Retrainee Priority Rate Job Creation Initiative Veterans	Industry Sector(s):	Services (G) Information / Multi Media (51) Manufacturing (33) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Butte	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: 140	U.S.: 140	Worldwide: 140
<u>Turnover Rate:</u>	5%		
<u>Managers/Supervisors:</u> (% of total trainees)	4%		

FUNDING DETAIL

All funding is from the "core" Employment Training Fund as authorized for the RESPOND program.

In-Kind Contribution
\$413,750

Total ETP Funding
\$380,650

TRAINING PLAN

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; Commercial Skills; Computer Skills; Cont. Imp; MFG. Skills; P/L-MFG Skills	130	8-200	0	\$1,840	\$21.00
				Weighted Avg: 80			
2	Retrainee Priority Rate Job Creation	Business Skills; Commercial Skills; Computer Skills; Cont. Imp; MFG. Skills; P/L-MFG Skills	66	8-200	0	\$1,886	\$20.00
				Weighted Avg: 82			
3	Retrainee Priority Rate Veteran Job Creation	Business Skills; Commercial Skills; Computer Skills; Cont. Imp; MFG. Skills; P/L-MFG Skills	9	8-200	0	\$1,886	\$20.00
				Weighted Avg: 82			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: Job Number 1 (Retrainee): \$19.12 per hour for Butte County; Job Numbers 2 and 3 (Job Creation): \$15.65 per hour for Butte 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	Post-Retention Wage Range	Estimated # of Trainees
JOB 1 RETRAINEE		
Customer Service		10
Tech Support		13
		2
Tech Installer		5
		50
Manufacturing		4
		16
R&D Project Leads		30

JOB 2 JOB CREATION		
Customer Service		3
Tech Support		6
Tech Installer		5
		30
Manufacturing		3
		7
R&D Project Leads		12
JOB 3 VETERAN JOB CREATION		
Tech Support		1
		1
Tech Installer		1
		1
Manufacturing		1
		1
R&D Project Leads		3

RESPOND

Under its Rapid Employment Strategies Pilot on Natural Disasters (RESPOND) pilot program, the Panel funds training for economic recovery from natural disasters, such as drought, earthquake, COVID-19 and catastrophic wildfire. All projects eligible for funding under the RESPOND Pilot Guidelines will be deemed as “Critical Proposals” with maximum flexibility and an expedited development/approval process. Digital Path, Inc.’s (DP’s) proposal is determined eligible as a RESPOND project based on the impact of the Company’s communication services in its service areas located within fire-impacted regions of the Sierra and Northern California regions.

DP has also 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. Since March of 2020, COVID-19 restrictions have created a 68% increase in demand for DP’s wireless services, particularly in remote and rural areas of the state. The ongoing need for increased bandwidth is due to the demand of people now working, schooling and conducting daily activities from home.

INTRODUCTION

Founded in 2005 and headquartered in Chico, Digital Path, Inc. (DP) (digitalpath.net), offers wireless broadband network services including wireless Internet and installation services to residential and commercial clients statewide. The Company uses proprietary technology to manufacture and build communication components to deliver faster and more consistent service through its wireless networks, internet voice and data services. DP’s customers include residents and businesses with internet, voice and data services encompassing Northern California, from the Bay area, up to the Oregon border, down the Sierra Nevada up to the Nevada border and extending into central California.

DP services rural parts of the North State bringing internet and voice over internet phone (VOIP) protocols to California’s rural residents who would otherwise not have service. Training in this project will contract on service areas effecting areas located in Butte, Colusa, Glenn, Napa, Lake, Lassen, Mendocino, Nevada, Plumas, Shasta, Sierra, Siskiyou, Solano, Sutter, Tehama, Yolo and Yuba counties.

Veterans Program

DP has assembled a marketing campaign aimed specifically to attract and hire Veterans to support the large military and ex-military demographic that exists in the North State area. The Company partners with the local organizations “Hire a Vet” and “Troops to Trades” that support placing local veterans in employment.

DP’s hiring plan includes Job Creation for nine Veteran’s (Job Number 3) to help meet business demand to repair damaged towers, as well as manufacture more radio transmitting equipment to address increasing demand for wireless communication services in its current market areas, and the expansion into more rural markets.

Retrainee - Job Creation

DP will hire 75 net-new employees (Job Numbers 2 and 3) to meet business-capacity growth. To meet the increase in demand and need to expand service, DP needs to hire additional Manufacturing Staff, R & D Project Leads, Customer Service Staff, Tech Installers and Tech Support Staff.

Since March of 2020, COVID-19 restrictions created a significant change for DP’s business. These restrictions created the need for more bandwidth due to the demand created from social distancing requirements. This change resulted in a 68% increase in demand using an aging network plagued with damage by wildfires. DP anticipates a trend in continued long term need to not only provide stable service, but to also expand services, bandwidth, and fiber service in rural areas. The projected number to hire and train is aligned with the high trajectory of business growth since March 2020.

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

This will be DP’s second ETP project. In the first project training focused on new product marketing, selling services and customer service to help engage and retain clients. In this project training focuses on developing and manufacturing communication components; and repairing cell towers.

Over the past eight years, DP has continued to grow. The Company’s niche market resides in offering high speed internet and voice programs in rural areas where consumers require faster service than the typical dial up and digital subscriber line (DSL) services provide. The Company has designed specific equipment to facilitate some of the fastest upload/download data transfer rates for users in its market. Over the last two years, the Company has eased a manufacturing component to build dishes and radio receivers into its business. In an effort to address the need for reliable communication in rural, fire-impacted areas, DP is increasing its production of wireless dish and radio receiver components. As a result, DP needs to train new and existing staff on production processes and the machining of parts necessary to produce and manufacture these components.

Training will include all phases of manufacturing DP’s communication components to assist the Company in becoming more competitive in the market. Tech Support will be provided with training on customer service and troubleshooting techniques to help customers impacted by the increased bandwidth demand and the changes related to new equipment.

DP's hiring for job creation is focused on hiring underserved populations in the North state, with little to no experience. Training for Job Creation trainees will be a minimum of 450 hours the first year, with an additional 200+ hours the following year. This training addresses changing technology, manufacturing components and troubleshooting in areas of broadband conflict and in zones damaged by wildfires. Additional training will be provided to all staff on dealing with, and easing customer frustration, as the system is being repaired due to wildfire damage, as well as service interruption related to the increase in demand.

Training Plan

ETP-funded training will be delivered via Class/Lab, E-Learning, and Productive Lab (PL) training methods. The Contractor states that training will not parallel or compete with any current DAS recognized apprenticeship program. Training will be delivered by in-house experts and vendors as needed in the following:

Business Skills: Training will be offered to all occupations to provide skills in product knowledge and services, customer service/support, presentation skills, technical and consultative sales and support services.

Commercial Skills: Training will be offered to all occupations with a focus on technical support and network expansion. Training will provide skills and knowledge in expanded service offerings, cross training and network support. Tech Installers will be trained in high elevation safety, wildfire structure damage and smoke practices to the extent that they are working in wildfire zones and fire impacted areas. Training will include skills in understanding how to assess damage and how to operate safely around it. Tech Installers will also receive training in tree identification and safety as the Company's proprietary transmitting radios are often placed in trees to get straight line visibility as different species of trees, strength and root structure to determine equipment placement.

Computer Skills: Training will be offered to all occupations on a variety of hardware and software systems as related to an individual's job duties, as well as the Company's proprietary software.

Continuous Improvement: Training will be offered to all occupations in Problem Solving, Teambuilding, Strategic Thinking, Goal Setting, Quality Concepts, Innovation and Decision Making.

Manufacturing Skills: Training will be provided to Manufacturing Staff, R & D Project Leads, Tech Support and Tech Installers. Training for Manufacturing and R&D Project Leads will include CNC machining, welding, cutting, forming and assembly to support the current version of radio receiver and transmitter equipment. Tech Installers will also be cross trained in some of these processes to support demand and on the expansion of the CNC process to support the continued design and development of DP's communication equipment. R&D Project Leads, Manufacturing, Tech Installers and Tech support will also receive training in quality control procedures and system design parameters.

PL –Manufacturing Skills

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

PL is being requested to assist in R&D and manufacturing processes. This training is specific to DP's equipment manufacturing processes used in the troubleshooting, testing and servicing of its proprietary hardware and software, in which commercial training is not available. Due to the nature

of technical support issue of varying problematic issues, one-on-one problem solving in this capacity is best. PL training will be provided to both newly hired and incumbent trainees.

Manufacturing Staff, R & D Project Leads, and Tech Support Staff will receive PL. Although the PL trainee to trainer ratio is generally 1:1 or 1: 2, DP is requesting a maximum trainer to trainee ratio of 1:3 for instances where trainees work in teams of 3 for some tasks and processes. Instructors are dedicated to training delivery during all hours of training. PL training will include specific job site examples not easily replicated in the classroom lab environment, which will incorporate basic, intermediate and advanced skills. Measurement markers will constitute an increase in both competency and proficiency in critical job skills in all relevant trades.

Commitment to Training

DP invests \$400,000 per year on training in California. Training includes new-employee orientation, fundamentals of wireless, basic-computer skills, basic tool training and OJT 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

DP's Corporate Trainer will lead a team of four staff members who will provide training and manage internal administration. The Company has a detailed training schedule in place and is ready to begin training upon Panel approval. DP has also retained an administrative subcontractor to help with the ETP administration and manage ETP's online systems to ensure all training records meet ETP compliance.

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 \$ %
ET17-0295	Chico	11/16/16 – 11/15/18	\$60,528	\$60,528 (100%)

DEVELOPMENT SERVICES

The Company retained Synergy Management Consultants in Grass Valley to assist with development of this proposal for a flat fee of \$30,452.

ADMINISTRATIVE SERVICES

Synergy Management Solutions will also provide administration 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:

BUSINESS SKILLS

- Business Internet
- Business Voice Management
- Carrier Access
- Phone Skills
- Customer Service Skills
- Product Knowledge
- Peer Coaching
- Presentation Skills
- Sales/Negotiation
- Time Management
- Employee Engagement
- Accounting Principles and Practices
- Payroll Practices
- Confidentiality Practices
- GAAP Principles

COMMERCIAL SKILLS

- Standard Operating Procedures
- Proprietary Hardware
- Network Reliability Troubleshooting
- Video Compression Skills
- Tree Identification and Safety
- High Elevations Safety Training
- Wildfire Structure Damage Assessment
- Wildfire Smoke Safe Practices

COMPUTER SKILLS

- Oracle Software Applications
- Server Systems
- Project Management Software
- MS Office Intermediate/ Advanced Skills
- Bill Max Software
- Sage 50 Accounting Software
- Wireless Encryption
- Unix Code
- Linux Operating Systems

CONTINUOUS IMPROVEMENT

- Process Improvement Techniques
- Teambuilding/Leadership
- Quality Control Procedures
- Communication
- Root Cause Analysis
- Kaizen Processes

MANUFACTURING SKILLS

- CNC Cutting/Programming Techniques
- Equipment Operation, Maintenance and Troubleshooting
- Component Assembly and Troubleshooting
- Forklift Operation
- Painting
- Microwave Devices
- System Design Parameters
- Inventory Management & Logistics
- Welding
- Forming
- Assembly procedures
- Testing
- Quality Control

Safety Training cannot exceed 10% of total training hour's per-trainee

Productive Lab Hours

0-60

MANUFACTURING SKILLS (Limited ratio 1:3)

- CNC Cutting/Programming
- Equipment Operation, Maintenance and Troubleshooting
- Component Assembly and testing
- Microwave Devices
- System Design Parameters
- Welding
- Forming
- Assembly
- Testing

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



RETRAINEE - JOB CREATION

Critical Proposal for:

Infinity Energy, Inc.

Contract Number: ET21-0304

Panel Meeting of: June 25, 2021

ETP Regional Office: North Hollywood

Analyst: E. Wadzinski

PROJECT PROFILE

Contract Attributes:	Retrainee Job Creation Initiative Priority Rate Critical Proposal HUA	Industry Sector(s):	Construction (C) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Placer, Riverside, Fresno, Kern, San Diego, Butte	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: 647	U.S.:821	Worldwide: 821
<u>Turnover Rate:</u>	13%		
<u>Managers/Supervisors:</u> (% of total trainees)	2%		

FUNDING DETAIL

In-Kind Contribution
\$693,500

Total ETP Funding
\$437,000

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 Priority Rate Critical Proposal	Business Skills; Comm'l Skills; Computer Skills; Cont. Imprv.; PL-Comm'l Skills	200	8-200	0	\$460	\$25.01
				Weighted Avg: 20			
2	Retrainee Job Creation Priority Rate	Business Skills; Comm'l Skills; Computer Skills; Cont. Imprv.; PL-Comm'l Skills	250	8-200	0	\$1,380	\$25.01
				Weighted Avg: 60			

***Post-Retention Wage is the Contractual Wage.**

Minimum Wage by County: Job Number 1 (Retrainee): \$19.12 for Placer, Riverside, Fresno, San Diego, Kern and Butte counties; Job Number 2 (Job Creation): \$15.65 for Placer, Riverside, Fresno, San Diego, Kern and Butte 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
 Although employer provides health benefits, they are not being used to meet Post-Retention Wage.

Wage Range by Occupation		
Occupation Titles	Post-Retention Wage Range	Estimated # of Trainees
Job Number 1 - RETRAINEE		
Tech/Installers		140
Engineering		40
Surveying		20
Job Number 2 - JOB CREATION		
Inventory/Warehouse		15
Tech/Installers		177
Project Techs		10
Engineering		20
Customer Support		10
Surveying		8
Administrative Support		12

Critical Proposal

Infinity Energy, Inc. (Infinity) is designated as a “Critical Proposal” recommended by the Governor’s Office of Business and Economic Development (GO-Biz). The Company is hiring at least 250 employees for newly-created positions as part of its continued expansion into the stationary solar battery solution and zero emission vehicle (ZEV) charging infrastructure marketplace in rural areas of California.

INTRODUCTION

Founded in 2014, Infinity (www.goinfinityenergy.com) provides green energy solutions to consumers and businesses. The Company's core business includes solar, battery storage, and EV charging capabilities. Customers are energy consumers, businesses and government/educational facilities located throughout California, Texas, Nevada and Arizona. Infinity competes with other power and infrastructure companies located in Nevada, Washington, Arizona, Oregon, Texas and North Carolina.

Infinity installs EV (Electric Vehicle) charging stations in partnership with Evoke Systems, targeting rural areas. The Company has developed a proprietary fast DC charging system that is a self-sustaining, solar powered battery storage. These EV charging stations are located in community colleges, government buildings and large employer sites. The Company's system is created to alleviate grid demand as the rise in demand charging EV charging is continues.

This will be Infinity's first ETP Contract. The Company is headquartered in Rocklin, with other California locations in Riverside, Temecula, Bakersfield (HUA), Fresno, Chico, San Diego and Escondido. Infinity also has operations in Houston, Texas. Training in this proposal will be provided to employees at all California locations.

Veterans Program

Infinity partners with the two organizations "Hire a Vet" and "Troops to Trades," who aid in placing local veterans. The Company plans to hire 20 Veterans, in Job Number 2; however, the Company is not including a separate Veterans Job Number.

PROJECT DETAILS

From the State and Federal level, the mandate for all electric vehicles by 2030 poses a significant challenge to vehicle-making, infrastructure and cultural change. California needs to build the infrastructure to support a widespread change in passenger vehicle methodology and use. While California is at the forefront of ZEV's adoption in metropolitan areas, rural areas lack critically needed charging infrastructure. Additionally, communities located in wildfire-affected areas of the State face additional challenges that require solar and stationary backup battery power solutions.

Infinity, a recognized industry leader in the emerging solar/battery storage solutions and in EV charging infrastructure, will provide training in this project to meet both goals. The Company will train newly hired workers in occupational skills and provide them with a career path in clean and sustainable technology. Its training for newly hired workers includes product knowledge and skills related to the Company's trademarked applications, *Infy Tech App* and *Forevr EV*. The training hours provided to these new employees are a minimum of 200 hours on product knowledge, diagnostic testing and troubleshooting; as well as an additional 80 hours on new software applications used for field communication. Infinity is requesting funding for no more than 200 hours with an average funding of 60 hours per trainee. These new and proprietary systems represent new product design and component configurations training needed for both incumbent and job creation. The Company will also provide workers with skills and knowledge on new and emerging technologies; as well as soft skills training needed to remain competitive in the industry.

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 an increasing demand in services, Infinity must hire and train additional staff. Under this proposal, the Company will hire and train at least 250 new employees (Job Number 2) including Tech/Installers, Inventory/Warehouse Staff, Project Techs, Engineering Staff, Customer Support, Surveying Staff, and Administrative Support. 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 Class/Lab, E-Learning, Video Conferencing, and Productive Lab methods. Commercial Skills for Project Techs, Tech/Installers and Engineering will not include any training which parallels or competes with any current DAS recognized apprenticeship program. Training will be delivered by in-house experts and vendors as needed in the following: Service Techs and installers.

The curriculum will focus on Business Skills, Commercial Skills, Computer Skills and Continuous Improvement. Training will be provided to both job creation and incumbent workers in Commercial Skills to provide new and changing product and technology information needed to be successful in interacting with Infinity customers. Additional training will include Computer Skills training in proprietary and industry software, as well as Business Skills and Continuous Improvement to improve customer relations, project management and business principles.

Business Skills: Training will be offered to all occupations with a focus on Administrative and Customer Support. ETP funding will allow a much higher level of training in these areas including listening skills, communication, collaboration and negotiation/presentation skills. Technical staff will receive training to improve on customer interaction when discussing changing technologies.

Commercial Skills: Training will be offered to all trainees to provide product and equipment knowledge necessary to address customers questions, facilitate proper sales and code recommendations when advising customers. Training will also provide skills in operation standards, diagnostic processes, Infinity’s Infy Tech and Forevr EV applications, component configurations and the utilization of field communication equipment used to work more efficiently and effectively.

Computer Skills: Training will be offered to all occupations and focus on the Company’s proprietary software applications, using tablet programs in the field, and CAD-CAM.

Continuous Improvement: Training will be offered to all occupations on Process Improvement Teambuilding and Motivation, Root Cause Analysis and Effective Meetings.

Productive Laboratory – Commercial Skills

Trainees may produce goods for profit as part of PL training identified under the Curriculum. The instructor must be dedicated to training delivery during all hours of training.

Infinity will provide PL training to Installer/Techs, Surveying and Engineering staff. This training will be ancillary to Class/Lab training in Commercial Skills. Training is required to address differences in the set-ups for equipment and applications used in the field, for diagnostic testing and troubleshooting, to resolve system conflicts. PL will be delivered on the job site along with a Senior Tech or Trainer, in an effort to support skills learned in class/lab, at a trainer-to-trainee ratio of 1:1.

Trainees may receive up to 60 hours of hands-on training extending their learning in software applications, diagnostics and troubleshooting. Training is facilitated by a trainer who show a trainee how to complete a task, and then oversee the employees performing that task. The trainee is provided with additional coaching and mentoring during this process. Trainees are evaluated

at the end of each training session, given feedback that notes positive skills learning as well as areas of opportunity.

Commitment to Training

Infinity spends approximately \$2,555,000 annually on training for all nine of its California locations. Training includes new hire orientation, tool basics, mandated safety training and fundamentals of solar. 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

Infinity's Human Resource Director will be responsible for overseeing all aspects of the contract and will lead a team of four staff members who will provide training and manage internal administration. Each location will have a contact to help with administration. The Company has a detailed training schedule in place and is ready to begin training upon Panel approval. Infinity has also retained a third-party subcontractor to assist with ETP administration and ensure all training records meet ETP compliance.

High Unemployment Area

Some trainees work in Kern County, a High Unemployment Area (HUA) with unemployment exceeding the state average by at least 25%. However, the Company is not requesting a wage modification.

Green/Clean Operations

Governor Newsom's Zero-Emission by 2035 Executive Order (N-79-20) sets a course to end sales of internal combustion passenger vehicles by 2035, establishing a target for the transportation sector that helps put the state on a path to carbon neutrality by 2045. While it does provide time for automakers to scale up and market new zero-emission vehicles (ZEVs), it does establish a priority for the providers of charging and refueling infrastructure, electric utilities, and others to plan for and support the increasing consumer demand for these vehicles. This project is focused in part on expanding the capacity of Infinity Energy to educate customers on products and technology related to EV Charging Stations in support of Governor Newsom's Executive Order.

RECOMMENDATION

Staff recommends approval of this proposal.

DEVELOPMENT SERVICES

The Company retained Synergy Management Consultants in Grass Valley to assist with development of this proposal for a flat fee of \$26,711.

ADMINISTRATIVE SERVICES

The Company also retained Synergy Management Consultants to provide administration 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:

BUSINESS SKILLS

- Communication
- Writing and Reporting Skills
- Context Clues and Inference
- Time Management
- Collaboration
- Presentation Skills
- Brainstorming Solutions
- Data Siloing
- Research and Analysis
- Vetting Information Quality
- Developing an Action Plan
- Complex Designs
- Strategic Planning
- Customer Service
- 8 Steps to Success
- Setting Expectations

CONTINUOUS IMPROVEMENT

- Problem Solving
- Root Cause Analysis
- Effective Meetings
- Delegating
- Leadership Skills
- Teambuilding and Motivation
- Creating an Inclusive Culture

COMPUTER SKILLS

- Using Tablets in the Field
- Generac Automatic Transfer Protocol
- MS Office
- Aurora Design
- Sunnova
- Canvass App
- CAD Software Systems
- Touchstone-Infinity operations software
- Evoke Systems software

COMMERCIAL SKILLS

- Product Knowledge/Specifications
 - Infinity Brand
 - EnPhase
 - Generac
 - Forevr
 - Evoke

- Tools
- Reading Engineering plans
- Enphase Product knowledge
- Rapid Shutdown
- Forevr EV Procedures
- Connectivity and Troubleshooting
- Software Reporting Analytics
- Infy Tech Diagnostics Application
- Forevr EV Diagnostic Application

Productive Lab Hours

0-60

COMMERCIAL SKILLS (Trainer to trainee 1:1)

- Infinity Forevr EV Diagnostic Application
- Infinity Gateway setup and initialization
- Diagnostics and troubleshooting
 - Infy Tech App
 - Forevr EV App

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 training delivery.



RETRAINEE - JOB CREATION

Critical Proposal for:

MP Mine Operations LLC

Contract Number: ET21-0364

Panel Meeting of: June 25, 2021

ETP Regional Office: North Hollywood

Analyst: E. Wadzinski

PROJECT PROFILE

Contract Attributes:	Critical Proposal Job Creation Initiative Retrainee Priority Rate	Industry Sector(s):	Manufacturing (E) Mining, Oil Gas (21) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	San Bernardino	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: 285	U.S.: 320	Worldwide: 320
<u>Turnover Rate:</u>	5%		
<u>Managers/Supervisors:</u> (% of total trainees)	6%		

FUNDING DETAIL

In-Kind Contribution
\$1,500,000

Total ETP Funding
\$543,950

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 Critical Proposal Priority Rate	Computer Skills; Manu. Skills HAZWOPER	115	8-200	0	\$1,840	\$28.00
				Weighted Avg: 80			
2	Job Creation Initiative Retrainee Priority Rate Critical Proposal	Computer Skills; Manu. Skills HAZWOPER	170	8-200	0	\$1,955	\$26.00
				Weighted Avg: 85			

***Post-Retention Wage is the Contractual Wage**

Minimum Wage by County: Job Numbers 1 (Retrainee): \$19.12 for San Bernardino County; Job Number 2 (Job Creation): \$15.65 for San Bernardino 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	Post-Retention Wage Range	Estimated # of Trainees
Job 1 – Retrainee		
Product Manufacturing Staff		33
Engineering Staff		11
Equipment Operators		1
Instrumentation Tech		3
Chemical Plant Operators	i	23
Beneficiation Plant Operators		24
Supervisors/Managers		8
Maintenance Planners		4
Operations Trainers		2
Plant Mechanics		6
Job 2 – Job Creation		
Product Manufacturing Staff		35
Engineering Staff		11
Equipment Operators		6
Instrumentation Tech		5
Chemical Plant Operators		80

Beneficiation Plant Operators		14
Supervisors/Managers		8
Maintenance Planners		4
Operations Trainers		3
Plant Mechanics		4

CRITICAL PROPOSAL

MP Mine Operations LLC (MP Materials) is designated as a “Critical Proposal” recommended by the Governor’s Office of Business and Economic Development (GO-Biz). The Company is hiring 170 employees for newly-created positions as part of its plan to restart and expand processing capabilities of separated rare earth oxides.

INTRODUCTION

Founded in 2017, and headquartered in Las Vegas, MP Materials operates the Mountain Pass Rare Earth Mine and Processing Facility in Mountain Pass, California. The Company produces and processes rare earth minerals and essential components used in a wide range of clean energy, information technology, defense and industrial applications. MP Material’s customers include companies that utilize the unique magnetic and electrochemical properties of these processed rare earth elements to develop and produce products/technologies that reduce weight, emissions and/or energy consumption, leading to a smaller carbon footprint. MP Material’s products also help customers manufacture goods/technologies that are more durable and efficient. The fastest growth driver for rare earth consumption is in permanent magnets used in the traction motors in electric vehicles and in wind turbine gearboxes. These elements are also utilized in developing products/technologies in the defense, healthcare, telecommunications and applications industries.

Veterans Program

While the Company doesn’t have a formal targeted Veteran program, MP Materials encourages veterans to apply. Further, Veterans are given special consideration when they apply for jobs with the Company. As part of this effort, MP Materials presents at veteran-focused job fairs.

Retrainee - Job Creation

As part of this proposal, MP Materials will hire at least 170 net-new employees (Job Number 2) company-wide, to meet its business growth capacity at the Mountain Pass facility. The Company is increasing operations to support and maintain a 24-hour, 7-day a week, processing plant.

Although the Panel offers a lower post-retention wage incentive to companies that commit to hiring new employees, MP Materials is not requesting the lower wage incentive. Therefore, is committing to a higher contractual wage over the ETP county minimum wage for incumbent workers.

The Contractor has already hired 37 trainees in the second quarter of 2021, therefore, is on target with its projected number to hire. 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

MP Materials owns and operates the only scaled rare earth mining and processing facility in the Western Hemisphere. Currently, the United States relies on China for an estimated 80 percent of its supply of rare earth elements. The purpose of this training is to provide skills and knowledge to expand the Company's specialized and skilled workforce to operate a growing, global industrial processing facility safely and professionally.

Due to the proprietary nature of MP Materials processes, many of the training needs are unique to the Mountain Pass facility. The Company's operations are focused 90 percent on manufacturing and processing rare earth elements, and 10 percent mining. Training will include skills and technology exclusive to MP Material's proprietary manufacturing processes. Trainees will receive training in process optimization, asset maintenance/predictive maintenance; as well as, tailored training on projecting and troubleshooting issues. Training in these areas have led to reduced maintenance costs which has helped MP Materials grow and achieve the status of the lowest-cost producer of rare earth elements, and being the most environmentally sustainable in its production.

MP Materials has invested approximately \$100 million in processing, engineering and project management equipment to support the expansion of its operations and meet the growing demand for its products. Equipment installation began in 2021 and is scheduled to be ongoing through early 2022.

ETP-funded Training will ensure a safe and sustainable operation which is imperative to ensure sustainability of supply. A well-trained workforce will allow MP Materials to grow its internal workforce, instead of having to rely on a larger contingent of outside contractors from Arizona, Colorado, Nevada, or Utah.

Training Plan

Training will be provided to newly hired and incumbent staff on mineral processing equipment for hydrometallurgy, and proprietary processes related to solvent extraction, solid/liquid separation, drying, calcining, packaging, water purification and boilers. Staff will also receive training in improved innovative technologies, computer systems, manufacturing composite procedures and engineering processes that are specific and unique to the conditions of the mine. With an ongoing emphasis in combatting cyberattacks related to the supply chain and working with the Department of Defense (DOD), MP Materials will also provide training in cyber awareness. This training will provide employees with knowledge to protect computer and other sensitive information from being leaked through technologies breached via a cyber-attack.

Training will be delivered via Class/Lab and E-Learning. Much of the training will be conducted on-site, in a non-productive lab setting, on the actual equipment purchased for the processing operation. MP Materials will be using internal subject matter experts as trainers and will engage equipment vendors to come to the facility and provide equipment-specific training and troubleshooting to engineers, operators, mechanics, and trainers (train-the-trainer). Although some of the equipment vendors are located out-of-state, all training will be provided on-site at MP Materials Mountain Pass facility. Additional training vendors, to be determined, may be utilized based on the need for training. Training will be provided in the following:

Computer Skills: Training will be offered to all staff. Training will provide knowledge and skills in several aspects of cybersecurity including phishing attacks, public cloud and Wi-Fi security, password authentication, social engineering, physical security and mobile equipment security.

Manufacturing Skills: Training will be offered to all staff. This training will focus on equipment operation, maintenance and troubleshooting, proprietary manufacturing processes of rare earth elements, shop mechanics, plant maintenance and operations as related to a trainee occupation. Training will also include ancillary skills required for the ongoing maintenance and operation of equipment.

Certified Safety Training

Hazardous Waste Operations and Emergency Response Standard (HAZWOPER). This training is a series of courses specifically designed for workers who handle hazardous substances as first-responders, or clean-up as needed at a hazard disposal or emergency site. It consists of 40 hours of classroom or CBT training, for workers stationed at the hazard site; and 24 hours for workers who visit the site (e.g., engineers). Field training is also required, although not funded by ETP. Completion of the training results in a certificate that expands employment opportunities. Each certification requires an 8-hour annual refresher course. This coursework must be approved by Cal-OSHA, and the instructors must be certified by Cal-OSHA. Trainees will not receive 40 hours unless they work full time onsite.

Recordkeeping

Staff has reviewed and approved an Alternative Recordkeeping (ARK) request to be used when the Company is unable to use rosters due to safety restrictions.

Commitment to Training

MP Materials spends approximately \$575,000 annually on training for its Mountain Pass facility. Training includes new hire orientation, tool basics, mandated safety training and annual first aid refresher 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 Company's Chief Operating Officer (COO), Human Resources Department, Operations and Asset Manager, and Mining and Ore Delivery Manager will oversee training. This group will outline training plans and goals to be implemented by the 8 department Managers and 5 Operations Trainers, who will detail exact training schedules for each department. MP Materials Human Resource Director will be responsible for overseeing all aspects of the contract. They will also lead a team of four staff members to manage ETP's administration requirements; which include trainee enrollment, trainee tracking, training documentation and invoicing to insure ETP compliance.

DEVELOPMENT SERVICES

N/A

ADMINISTRATIVE SERVICES

N/A

TRAINING VENDORS

To Be Determined

Much of the training will be provided by the specific equipment manufacturers listed below. All training will be provided in a lab setting, utilizing the vendor's equipment on-site at the Contractor's facility. Although subcontracts for training are still being negotiated, MP Materials is working with the following equipment vendors to provide either training to staff; or train-the-trainer training to MP Material's employees:

- Red Vector, located in Hayward, is a vendor the Company uses to develop site-specific training programs. The Company utilizes them for specific pumps, filter press, belt filter, and thickener maintenance programs, and instrumentation programming and calibration.
- Rockwell Automation, located in San Ramon, provides the training for the Company's Predictive Emissions Management System (PEMS) at the on-site Combined Heat and Power plant (CHP) which will be re-started to support the electrical and steam needs of the project. In addition, Rockwell and MP Materials have collaborated to develop an industry-leading Lockout-Tagout-Tryout (LOTOTO) system to ensure employee safety and that equipment is de-energized while equipment is undergoing maintenance. Rockwell will be involved in training CHP operators to monitor the PEMS software to ensure compliance with all environmental permit requirements.
- Thermo Systems, located in Pleasanton, builds and maintains the customized programming that interconnects MP Material's tagged equipment and instruments to a SCADA (supervisory control and data acquisition) process automation system and process historian. Thermo Systems will be programming the new equipment and instrumentations into the SCADA system and providing training on how to access and operate the specific instruments.
- Heyl-Paterson, located in Canonsburg, Pennsylvania, WesTech, located in Salt Lake City, Utah, FLSmidth located in Bethlehem, Pennsylvania, Bionomic located in Mahwah, New Jersey, and Suez Water Technologies located in San Jose, California are the primary process equipment providers for this project. The Company will be engaging these vendors, who will provide on-site, equipment-specific training and troubleshooting to engineers, operators, mechanics, and trainers (train-the-trainer) for this project.

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

8-200 Trainees may receive any of the following:

COMPUTER SKILLS

- Cyber Awareness
- Phishing Attacks
- Public Cloud and Wi-Fi Security
- Password Authentication
- Social Engineering
- Physical Security
- Mobile Equipment Security

MANUFACTURING SKILLS

- Equipment Operation, Maintenance and Troubleshooting
- Proprietary Manufacturing Processes and Procedures
- Lockout/Tagout
- Shop Mechanics/Fabrications
- Basic Mechanical Components
- Bearing and Lubrication
- Pump Maintenance
- Valve Operation and Maintenance
- Gearbox Maintenance
- Filter Press Repair
- Hydraulics
- Welding Procedures
- Baghouse Operation and Maintenance
- Pneumatic Handling Maintenance
- Instrumentation and Process Components
- PLC Troubleshooting
- Process Control
- Principles of Pressure, Temperature, Level and Flow
- Heat Exchangers, Chillers, Condensers
- Filter Presses
- Thickener Operations
- Solvent Extraction and Sampling Analytics
- Ion Exchange and Sampling Analytics
- Reagent Handling
- Boiler Operation
- Water Treatment (RO)
- Wastewater Treatment
- Chemical Handling
- Dryer and Calciner Operation
- Pneumatic Handling Systems
- Plant Operations
- Blueprint Reading

HAZWOPER

- 40-hour Training
- Safety Procedures
- Toxicology

Safety Training cannot exceed 10% of the total training hour's 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.

1303 10th Street
Sacramento, CA 95814



April 9, 2021

The Honorable Lloyd J. Austin III
Secretary, United States Department of Defense
1000 Defense Pentagon
Washington, D.C. 20301

Subject: Mountain Pass – Rare Earth Elements

Dear Secretary Austin,

The State of California plays an essential role in our nation's security, in advancing our defense supply chain, and in reducing the national security implications of climate change. Defense technology, clean technology, cyber security, and aerospace companies find in California the workforce, activities, and public support that is essential to driving existing missions and future needs. Furthermore, California is home to unmatched opportunity and innovation in these sectors. California is home to more engineers, startups, scientists, researchers, and Nobel Laureates than anywhere in the nation. These factors have cultivated an unparalleled innovation ecosystem, one that includes the only integrated rare earth mining and processing site in North America located at Mountain Pass.

The State of California is aware that the Department is evaluating a potential project at Mountain Pass that would field a commercially sustainable domestic capability for the separation of heavy rare earth elements. California recognizes the importance of these critical materials and this capability for technologies that protect our nation from both the threat of adversaries and the threat of climate change. The State further recognizes that as we develop these supply chains, it is imperative that we do so in an environmentally sustainable manner, while maximizing the opportunity for high-quality jobs. California recognizes benchmarks for environmental stewardship established by Mountain Pass.

California's recognition of this importance is further displayed by our commitments:

- The Governor's Office of Business and Economic Development (GO-Biz) serves as the State of California's leader for job growth, economic development, and business assistance efforts. GO-Biz is aggressively pursuing opportunities that will allow California to grow industries that support the collaboration and research necessary to design and manufacturer technologies that will realize the full breadth of our nation's capabilities, from commercial space to clean transportation.
- As the comprehensive planning agency, the Governor's Office of Planning and Research (OPR) fosters goal-driven collaboration with a focus on land use and community development, climate risk and resilience, and high road economic development. OPR leads California's Just Transition framework that seeks to ensure a sustainable and equitable economic transition to carbon-neutrality that builds a robust clean economy in which all Californians prosper.
- As the state's primary energy policy and planning agency, the California Energy Commission (CEC) has forged and advanced efforts to meet California's ambitious climate goals, such as 100 percent clean energy by 2045. These efforts have fostered the recognition of the strategic importance in developing domestic supplies of critical minerals listed in the 2021 presidential Executive Order No. 14017 titled "America's Supply Chains.". The CEC has recently awarded state R&D funding to expand the recovery of lithium from geothermal brine and has established a first-of-its-kind Lithium Valley Commission to recovery efforts at the Salton Sea.

- The Governor's Military Council (GMC) aims to complement and leverage changes in federal military strategy to position California to continue innovation and leadership in support of the defense mission. The GMC works with communities, military installations, and private industry to elevate the strategic importance of the defense supply chain and to resolve complex issues ranging from environmental regulatory processes to renewable energy development.

Lastly, support for Mountain Pass and MP Materials has additionally been shown via our California's Alternative Energy and Advanced Transportation Financing Authority (CAEATFA) and Employment Training Panel (ETP). CAEATFA awards cutting-edge companies that lessen the state's dependence on fossil fuels and awarded MP Materials a full sales and use tax exclusion in March of 2021. ETP provides funding that acts as a catalyst for training the workforce of the future and GO-Biz and ETP provided MP Materials with a Critical Proposal Designation for expedited review.

Meeting the moment is part of California's DNA. And in this moment, California offers the best combination of technology, industry, academia, and government to support the re-establishment of an independent and integrated domestic rare earth supply chain.

California thus strongly supports the mission and efforts at Mountain Pass, and it is in this spirit that we offer our full support.

Sincerely,



Dee Dee Myers
Senior Advisor to the Governor and Director
California Governor's Office of Business and Economic Development (GO-Biz)



Kate Gordon
Senior Advisor to the Governor and Director
California Governor's Office of Planning and Research (OPR)



David Hochschild
Chair
California Energy Commission (CEC)



Jody A. Breckenridge
Vice Admiral, United States Coast Guard (Retired) and Acting Chair
California Governor's Military Council (GMC)



RETRAINEE - JOB CREATION

Training Proposal for:

AHMC Anaheim Regional Medical Center LP

Contract Number: ET21-0345

Panel Meeting of: June 25, 2021

ETP Regional Office: San Diego

Analyst: J. Lima

PROJECT PROFILE

Contract Attributes:	SET Retrainee 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:	Orange County	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: 971	U.S.:971	Worldwide: 971
<u>Turnover Rate:</u>	9%		
<u>Managers/Supervisors:</u> (% of total trainees)	N/A		

FUNDING DETAIL

In-Kind Contribution
\$866,459

Total ETP Funding
\$499,629

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	MST – Didactic MST – Preceptor Computer Skills Continuous Improvement	557	8-200	0	\$897	\$26.08
				Weighted Avg: 39			

***Post-Retention Wage is the Contractual Wage.**

Minimum Wage by County: Job Number 1: \$26.08/hr Priority Statewide Average Hourly Wage
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	Post-Retention Wage Range	Estimated # of Trainees
Registered Nurse		320
Pharmacist		10
Administrative Staff		60
Technician		6
		54
Clinical Lab		8
		27
Therapist		7
		34
Imaging Technologist		4
		18
Facility Engineer		2
		7

INTRODUCTION

Located in Anaheim, AHMC Anaheim Regional Medical Center LP (Anaheim Regional) was founded in 1957 and acquired by AHMC Healthcare, Inc. in 2004 along with six hospitals to form the current AHMC Corporation. Each hospital operates autonomously. AHMC Healthcare has two hospital entities proposed for the June 2021 Panel consideration: Anaheim Regional and AHMC Garfield Medical Center LP. Although under the same AHMC umbrella, AHMC Anaheim and AHMC Garfield are two different California employers, and are therefore eligible to contract with ETP up to the per Contract amount per fiscal cycle. This will be Anaheim Regional’s fifth ETP contract; the third in the last five years. This training proposal is for Anaheim Regional only at its Orange County facility in Anaheim.

As an acute 223 bed care facility, Anaheim Regional provides various services including obstetrics, general surgery, diagnostic imaging, gastroenterology, critical care, orthopedics and spine institute, geriatric, sexual assault response team, cardiology and vascular, emergency, rehabilitation, medical/surgical, neonatal intensive care, oncology, stroke programs, and rehabilitation programs. Anaheim Regional serves North Anaheim, South Fullerton, La Habra, and the La Mirada populations.

Anaheim Regional is eligible for ETP funding under Special Employment Training (SET) provisions for frontline workers. The hospital qualifies for ETP's Priority Industry reimbursement as a healthcare employer.

PROJECT DETAILS

In previous projects, Anaheim Regional was able to improve the skills of its Registered Nurses (RNs), including New Graduate RNs, as well as other allied healthcare professionals. Past training focused on an improved administration model to meet quality goals and training for patient care. It offered extensive training to support hospital-wide and system-wide process improvements to promote advanced job skills, improve the patient care experience, and maintain a high performing workplace.

In this proposal, Anaheim Regional has identified the following changes in programs and services that are driving the current need for training:

- Anaheim Regional has implemented a Patient Care Experience Improvement project to help enhance the patient care experience. This initiative is in response to the recent Affordable Care Act (ACA) mandate for improved patient satisfaction. Anaheim Regional is looking to improve scores on the Hospital Consumer Assessment of Healthcare Providers & Systems (HCAHPS) survey, a nationally standardized survey that captures patients' perspectives of their hospital care. It allows consumers, for the first time, to compare hospitals based on measures of how effectively they are satisfying patients' needs and expectations. Education of staff on how to enhance the patient care experience will be critical for Anaheim Regional to exceed California averages.
- Changes in healthcare's competitive environment is requiring Anaheim Regional to continue to transform the methods and means of completing tasks and providing services to stay at the forefront of these modalities of patient care. More training and growth is planned to advance technology including telemedicine options. Various projects include: Stroke Patient Care Advancement; Trans catheter Aortic Valve Replacement (TAVR) program; Baby Friendly designation educating new parents on infant care; Neonatal Resuscitation Program (NRP) and Maternal Child training; and Electronic Medical Record Utilization.
- Additionally, Anaheim Regional aims to continue its efforts from previous contracts to provide recently graduated RN's with advanced technological training and critical thinking. This training is designed to generate better patient outcomes and reduce first and second year turnover.

Training Plan

Training will allow the hospital to support the initiatives mentioned above and train in areas of electronic medical record utilization, frontline leadership skills, and various software systems including the new nurse call system. Several curriculum topics are repeated from prior

agreements; however, the subject matter has been updated. There will be no duplication of training in those courses.

Training will take place at the hospital's Anaheim facility and possibly at off-site vendor locations. Training will be delivered by in-house educators and various subject-matter experts. Vendors will be identified, if needed.

Medical Skills (MS) Training:

Didactic and Preceptor are crucial in supporting new and upgraded healthcare programs and services. Approximately 320 RNs, 60 Technicians, 35 Clinical Lab Associates, 41 Therapists, 22 Imaging Technologists, and 10 Pharmacy Staff will participate in Clinical Preceptor and Didactic training classes. MS training will provide trainees with skills to be successful in their job functions in areas such as chemotherapy, protocols, medication management and compounding, emergency care, nuclear medicine, ultrasound, mammography, and CT and standard x-rays. Trainees will be assigned to a specific hospital unit where they will complete clinical Preceptor Skills training under an assigned "preceptor."

Computer Skills - Training will be offered to all incumbent trainees. Training topics include database for physician call panels, electronic medical records application skills, online resources and application skills. Overall, training will help trainees become more proficient at processing information, reviewing patient results, accessing reports, and tracking medical data.

Continuous Improvement - Training will be offered to all occupations. Course topics include case management/discharge planning; communication skills; conflict resolutions; frontline leadership skills; culturally appropriate care; creating and analyzing reports; and crisis prevention intervention.

Commitment to Training

Anaheim Regional's past contracts pertained to training needs for use of equipment for new programs such as lifts, electronic medical record, and initiation of computerization. Funding contributed to certification requirements for the position to be employed in those job categories as programs were implemented.

The current proposal is focused more on the growing needs of the facility, development of new programs and expansion of current programs developed during the previous contracts. It will also have more focus on recent government mandates of the HITECH Act and the ACA which are for improved patient satisfaction and quality care leading to better medical outcomes. ETP funding will help improve patient safety and quality of care to meet the highest standards and comply with mandatory requirements. Additionally, it aims to improve employee satisfaction which leads to employee retention. Overall the training goal is to keep staff competent to provide safe patient care.

The recent COVID-19 pandemic has changed from educating in large forums to smaller, more social distanced forums.

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

Two Education Department staff members will be dedicated to scheduling, enrolling trainees, uploading training hours, and meeting with ETP staff. Each department participating in training

will be responsible for completing attendance rosters and submitting them to the Education Department.

Impact/Outcome

Funding will enable Anaheim Regional to provide enhanced quality patient care, implement advanced technologies, and effectively utilize lifesaving equipment needed to remain competitive. Training will help improve organizational efficiency and patient safety.

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.

➤ Wage and Retention Modifications

For trainees employed in a priority industry, the Panel may modify the wage up to 25% below the statewide average hourly wage (from \$34.77 to \$26.08). Anaheim Regional requests this modification.

PRIOR PROJECTS

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

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
ET17-0307	Anaheim, CA (Orange County)	12/26/16 – 12/25/18	\$314,080	\$314,080 (100%)
ET15-0307	Anaheim, CA (Orange County)	11/24/14 – 11/23/16	\$326,878	\$326,878 (100%)

DEVELOPMENT SERVICES

Anaheim Regional retained Training Funding Source in Seal Beach, CA to assist with development of this proposal for a flat fee of \$9,500.

ADMINISTRATIVE SERVICES

Anaheim Regional also retained Training Funding Source 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 Hours**

8-200 Trainees may receive any of the following:

COMPUTER SKILLS

- Computer Programs & Systems
- Database for Physician Call Panels
- Electronic Medical Records Application Skills
- Microsoft Office (Intermediate and Advanced)
- Online Resources and Application Skills
- Patient Care Software

CONTINUOUS IMPROVEMENT

- Case Management/Discharge Planning
- Communications Skills
- Conflict Resolution Skills
- CORE Measures
- Coordinating Meetings and Events
- Crisis Prevention Intervention (CPI)
- Critical Thinking Skills
- Creating and Analyzing Reports
- Culturally Appropriate Care
- Customer Service Skills
- Documentation Skills
- Frontline Leadership Skills
- Interpersonal Skills
- Internal Management
- Lean/Six Sigma Quality Skills
- Organization and Time Management Skills
- Organizational Culture
- Patient and Family Centered Care Skills
- Preceptor Skills (train-the-trainer)
- Performance and Quality Improvement Procedure Skills
- Registration & Verification of Insurance
- Statistical Analysis
- Team Building Skills
- Utilization Review
- Value Based Purchasing

MEDICAL SKILLS - DIDACTIC

- Acute Myocardial Infarction
- Advanced Cardiac Life Support (ACLS)
- Arterial Blood Gas (ABG) Interpretation
- Baby Friendly Training
- Basic Life Support (BLS)
- Behavioral Health
- Birth and Beyond Training
- Body Mechanics

- Care of Pediatric Patients (Acute Care, Intensive Care)
- Care of Psychiatric Patients in Medical Setting
- Care of the Cardiac Patient
- Care of the Neurosurgical Patient
- Care of the Stroke Patient
- Central Lines Management
- Chest Tube Care & Management
- Code Blue Response & Procedures
- Critical Care Nursing Skills
- Decontamination Procedures
- Diabetes Care & Mgmt.
- Dysrhythmia Recognition & Interpretation
- EKG & Cardiac Monitoring
- Electronic Fetal Monitoring (Beginners& Advanced)
- Emergency Room Nursing Skills
- Equipment Skills (IV pumps, cardiac telemetry, vital signs, pulse-oximeter, ventilators, specialty beds and mattresses, etc.)
- Evidence Based Practices
- Gastrointestinal Assessment and Management
- Hemodynamic Monitoring
- Infection Control
- Intra-Aortic Balloon Pump Therapy (IABP)
- Intra-Cranial Pressure Monitoring & Ventriculostomy
- Intravenous (IV) Insertion & Therapy
- Kinetic Therapy
- Labor, Delivery and Postpartum Nursing Skills
- Management of the Renal Transplant Surgical Patient
- Medical/Surgical Nursing Skills
- Medication Administration & Management
- Microbiology
- Neonatal Advanced Life Support (NALS)
- Neonatal Intensive Care Unit (NICU) Nursing Skills
- Neonatal Nursing Skills
- Neonatal Resuscitation Provider (NRP)
- Neonatal/Infant Pain Scale (NIPS)
- New Graduate Nursing Skills
- NIH Scale- Neurological Assessment
- Nurse Orientation Training (for New Grads only)
- Nursing Process Skills
- OB Trauma
- Oncology Nursing Skills
- Orthopedic Nursing Skill
- Ostomy & Continence Care
- Patient and Family Education
- Patient Assessment & Care
- Patient Fall Prevention
- Pediatric Advanced Life Support (PALS)
- Peri-Operative Nursing Skills
- PICC Line Insertion
- Pre and Post Operative

- Procedural Sedation
- Psychotropic Medications
- Rapid Response Skills
- Regulatory Update (Joint Commission, CMS, MERP, CDPH, Stroke etc)
- Renal Assessment & Management
- Respiratory Assessment & Care
- Restraints
- S.T.A.B.L.E.
- Safe Patient Handling Skills
- Surgical Nursing Skills
- Telemetry Nursing Skills
- Total Parenteral Nutrition (TPN)
- Transfer Techniques
- Trauma Nursing Skills
- Triage Nursing Skills
- Ventilator and Tracheotomy Care
- Wound & Skin Care

Pharmacy Training

- Chemotherapy Compounding Training
- Clinical Pharmacy Protocols Training
- Medication Use, Process, and Distribution
- Pyxis Automated Dispensing Cabinets
- Sterile Compounding Intravenous Admixture
- Code Team

Radiology Technologist Training

- MRI Equipment Operations/Procedures Training
- Nuclear Medicine Skills Training
- Vascular and Non-Vascular Ultrasound Skills Training
- Obstetric Early and Term Ultrasound Study Skills
- CT Equipment Operations/Procedures Training
- Mammography Procedures Skills Training
- X-ray Procedure Skills Training

MEDICAL SKILLS – PRECEPTOR (1:10 trainer-to-trainee ratio)**Emergency Department Training**

- Emergency Room Nursing Skills
- OB Trauma Nursing Skills
- Triage Nursing Skills
- Care of Pediatric Patients
- Stroke Assessment and Care
- Downtime Procedures

Telemetry Unit Training

- Care of the Cardiac Patient
- EKG & Cardiac Monitoring
- Dysrhythmia Interpretation
- Telemetry Nursing Skills
- Pre and Post-Operative Care

- Intravenous (IV) Therapy
- Oncology Nursing Skills
- Assessment and care of the Neurological Patient
- Fundamental Nursing Skills.
- Downtime Procedures

Intensive Care Unit/Critical Care Unit Training

- Critical Care Nursing Skills
- Patient Assessment & Care
- Intra-Aortic Balloon Pump (IABP) Therapy
- Intracranial Pressure Monitoring & Ventriculostomy
- Hemodynamic Monitoring
- Pre- and Post-Operative Care
- Ventilator & Tracheotomy Care
- Downtime Procedures

Operative Room & Post Anesthesia Care Unit Training

- Patient Assessment & Care
- Trauma Nursing Skills
- Peri-operative Nursing Skills
- Pre- and Post-Operative Care

Medical/Surgical Unit Training

- Patient Assessment & Care
- Medical/Surgical Nursing Skills
- Pre- and Post-Operative Care
- Orthopedic Nursing Skills
- Management of the Renal Transplant Surgical Patient
- Oncology Nursing Skills
- Palliative Care Nursing Skills.
- Fundamental Nursing Skills.
- Downtime Procedures

Neonatal Intensive Care Unit (NICU) Training

- Neonatal Intensive Nursing Skills
- Neonatal Intensive Unit Critical Thinking
- Neonatal/Infant Pain Scale (NIPS)
- Newborn Care Nursing Skills
- Palliative Care
- Patient Assessment & Care
- Downtime Procedures

Obstetrics Unit Training

- Patient Assessment & Care
- Antepartum, Labor, Delivery and Postpartum Skills
- Neonatal Nursing Skills
- S.T.A.B.L.E.
- Advanced Electronic Fetal Monitoring
- Downtime Procedures

Pharmacy Training

- Chemotherapy Compounding Training
- Clinical. Pharmacy Protocols Training
- Electronic Medical Record Application Skills
- Medication Use, Process, and Distribution
- Pyxis Automated Dispensing Cabinets
- Sterile Compounding Intravenous Admixture
- Code Team

Respiratory Care Practitioner Training

- Clinical Respiratory Protocol Training
- ABG Puncture & Interpretation
- Mechanical Ventilation Management
- Non-Invasive Ventilation
- Medication Delivery Competency

Preceptor Skills for Hospital Personnel

- Rehabilitation
- Team Building Skills
- Patients Right
- Clinical Reasoning
- Charge Nurse Training
- HIPPA/Confidentiality
- Customer Service Skills
- Unit Specific Performance and Quality Improvement Skills
- Electronic Medical Records: Order Entry Skills

Radiology Technologist Training

- MRI equipment operations/procedures training
- Nuclear Medicine Skills Training
- Vascular and non-vascular Ultrasound Skills Training
- Obstetric early and term ultrasound study Skills
- CT equipment operations/procedures training
- Mammography procedures skills training
- X-ray procedure skills Training

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



Critical Proposal for:

Cepheid

Contract Number: ET21-0338

Panel Meeting of: June 25, 2021

ETP Regional Office: San Francisco Bay Area

Analyst: S. Wang

PROJECT PROFILE

Contract Attributes:	Critical Proposal Retrainee Job Creation Initiative Priority Rate	Industry Sector(s):	Manufacturing (E) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Alameda, 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: 2,500	U.S.: 3,000	Worldwide: 4,000
<u>Turnover Rate:</u>	8%		
<u>Managers/Supervisors:</u> (% of total trainees)	6%		

FUNDING DETAIL

In-Kind Contribution
\$500,250

Total ETP Funding
\$399,280

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 Critical Proposal Priority Rate	Computer Skills, Cont. Imp., HazMat, Mfg. Skills, PL-Mfg. Skills	334	8–200	0–100	\$920	\$19.86
				Weighted Avg: 40			
2	Job Creation Critical Proposal Priority Rate	Computer Skills, Cont. Imp., HazMat, Mfg. Skills, PL-Mfg. Skills	100	8–200	0–100	\$920	\$18.86
				Weighted Avg: 40			

***Post-Retention Wage is the Contractual Wage**

Minimum Wage by County: Job Number 1: \$19.12 per hour for San Joaquin County and \$20.86 per hour for Alameda and Santa Clara counties

Job Number 2 (Job Creation): \$15.65 per hour for San Joaquin County and \$17.39 per hour for Alameda and Santa Clara 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

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

Wage Range by Occupation		
Occupation Titles	Post-Retention Wage Range	Estimated # of Trainees
Job Number 1: Retrainee		
Administrators		6 4
Engineers		2 12
Managers/Supervisors		2 8
Production Staff		50 225 25
Job Number 2: Job Creation		
Administrators		3 3 4

Engineers		5 20
Managers/Supervisors		5 10
Production Staff		20 15 15

CRITICAL PROPOSAL

Cepheid is designated as a “Critical Proposal” recommended by the Governor’s Office of Business and Economic Development (GO-Biz) based on the Company’s continued planned, expansion and commitment to adding jobs in California. The Company plans to spend over \$200 million to build an advanced biotech manufacturing plant in Lodi California by the end of 2022 and add over 1,000 manufacturing jobs. According to company representatives, all permits for the construction have been obtained and the facilities are in good standing with applicable localities.

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 these institutions to achieve fast and actionable test results where they are needed most, such as in the treatment of infectious diseases like COVID-19. ETP-funded training will be delivered to trainees at its Sunnyvale, Newark and Lodi facilities.

Cepheid’s products are sold to clinical and non-clinical markets such as hospitals, health clinics research labs, and other healthcare institutions.

This will be Cepheid’s fifth ETP Contract, and its fifth in the last five years. Previous training focused on the operation and procedure under the Danaher Business System. Training in this proposal will focus on new product manufacturing technologies and continuous improvement techniques for Production Staff at its advanced-manufacturing facility being constructed at its three locations. Additionally, Cepheid will not enroll employees who have participated in previous ETP Contracts including those placed into the COVID Pilot Contract. While some curriculum topics are similar to the prior project, no training will be duplicated for any trainee.

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, Cepheid will hire 100 net-new employees (Job Number 2). The Company reports that it will spend over \$200 million in capital investments at its California locations and create over 1,000 manufacturing jobs at its new Lodi production facility 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.

PROJECT DETAILS

Cepheid states that it is expanding global-manufacturing capacity of its rapid diagnostic test kits, which are currently authorized for emergency use by the Food and Drug Administration for its automated molecular test for COVID-19. As a result, the Company must improve the skills of its front-line manufacturing workforce. The manufacture of Cepheid’s products is a highly exacting and complex process, due in part to strict regulatory requirements. All of the proposed training is designed to improve efficiency in work processes across the Company resulting in less scrap and rework, fewer accidents, and increased job satisfaction.

Training Plan

Training will be delivered via Class/Lab, E-Learning and Computer-Based Training (CBT) in the following:

Computer Skills: Training will be offered to all occupations and include Computer-Assisted Design Applications, Computer-Assisted Manufacturing Applications and Desktop Productivity Applications. Training will teach trainees ways to keep track of all manufacturing information in real time, while receiving up-to-the-minute data from robots, machines, and monitors.

Continuous Improvement: Training will be offered to all occupations and include Advanced Product Quality and Productivity, Corrective and Preventive Action Policy and Clean Room Procedures to ensure process ownership carries through to the end users.

Hazardous Materials: Training will be provided to Production Staff and Engineers in Chemical Hazards Communication Standards, Risk Management, and Waste Management to ensure proper use, transport, or disposal of hazardous substances used in all manufacturing processes.

Manufacturing Skills: Training will be offered to Production Staff and include Beadulator Operating Procedures, Cartridge Vacuum Test, Component Part Processing and Dimensional Method of Inspection for Plastics to ensure full knowledge of the manufacturing equipment operation and assembly techniques.

Productive Laboratory (PL – Manufacturing Skills)

Trainees may produce goods for profit as part of the PL training in the courses identified under the Curriculum. The instructor must be dedicated to training delivery during all hours of training.

Approximately 60 hours of PL-Manufacturing Skills will be delivered to all Production Staff. PL training will ensure that trainees acquire the critical skills needed to perform their jobs at a quality standard acceptable by the FDA and other regulatory bodies. Rather than create classroom-training sessions for each new production standard and/or piece of equipment, Cepheid will use PL training in conjunction with Danaher Business System to deliver the high volume of the critical-manufacturing skills required for its production employees.

PL training at Cepheid is an interactive-training event, directly supervised by a qualified trainer. The trainer’s time is dedicated to the delivery of PL and the trainer-to-trainee ratio is 1:1 for all sessions. Production Staff are certified as competent only after completing all PL assignments and passing a skills-competency test. Upon certification of competency, the trainee can independently produce goods that are for sale. A written PL-training plan is stored in Cepheid’s LMS and is available for ETP staff review upon request.

Certified Safety Training

1. Hazardous Materials (HAZMAT). This training is 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.” Generally, it is a minimum of 24 hours, with an 8-hour annual refresher, and may be delivered by classroom or CBT. In this proposal, Production Workers will receive up to 16 hours of training. Field training may be required, although not funded by ETP. Completion of the training results in a certificate that expands employment opportunities. This coursework is not under Cal-OSHA, but is administered under other regulatory agencies. There are various certification entities for the coursework and instructors. In this proposal, the certification entities include ISO 9001; 12485; 14001; and ISO27001.

Impact/Outcome

As trainees progress through the proposed manufacturing skills curriculum, they will attain documented certification of competency for each significant manufacturing tool and/or procedure they learn. Certifications will be on various biotech machines which includes the plastic drying technology, injection molding machines, ROBAL operating systems, plastic mold setting equipment, numeric controlled machining, and/or various manufacturing control systems. Certifications in Lean Six Sigma will also be provided. The skills certifications attained by trainees are transferable to other advanced manufacturers.

Commitment to Training

The Company’s annually statewide training expenditures is in excess of \$600,000 and includes 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

The Plastic Operations Learning and Development Manager (dedicated administrator) will oversee all ETP-funded training. Training will be administered under Cepheid’s training and HR department, which oversees the workforce training across the organization and operates under the direction of a Vice President. ETP training will be delivered by approximately 23 in-house experts ranging from Managers/Supervisors, Engineers, and Technicians. Additionally, there will be several full-time administration training staff within Cepheid and three management employees 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 the Contractor's performance under active ETP Contracts:

Contract No.	Approved Amount	Term	No. Trainees (Estimated)	No. Completed Training	No. Retained
ET21-0191	\$200,000	11/2/20 – 11/1/21	100	257	257
ET20-0208	\$506,000	12/23/19 – 12/22/21	550	892	892

ET21-0191 (COVID Pilot) - Based on ETP systems, 462.67 reimbursable hours have been tracked for potential earnings of \$200,000 (100% of approved amount). The Contractor projects final earnings of 100% based on training currently committed to and in progress through November 2022. This Contract has met all potential earnings and is ready for early closeout by June 2021.

ET20-0208 - Based on ETP systems, 30,086.82 reimbursable hours have been tracked for potential earnings of \$506,000 (100% of approved amount). The Contractor projects final earnings of 100% based on training currently committed to and in progress through December 2021. This Contract has met all potential earnings and is ready for early closeout by June 2021.

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-0039	Lodi and Sunnyvale	9/5/17 – 9/4/19	\$749,580	\$501,808 (70%)
ET16-0148	Lodi and Sunnyvale	9/8/15 – 9/7/17	\$569,640	\$548,384 (96%)

18CS-0039: The 70% 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. The parent company's senior management team is highly supportive of the ETP and regardless of high production, the proposed training will be delivered. Cepheid now also uses a sophisticated training administration/scheduling program available through its LMS to reduce the impact on departments and workers during high-production times.

DEVELOPMENT SERVICES

Herrera & Company in Stockton assisted with development of this proposal for a flat fee of \$8,750.

ADMINISTRATIVE SERVICES

Herrera & Company 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:

COMPUTER SKILLS

- Computer-Assisted Design (CAD) Applications
- Computer-Assisted Manufactured (CAM) Applications
- Desktop Productivity Applications
- Management and Manufacturing Control Systems
- Materials and Logistics Software Development
- Project Management Software Tools
- SAP Business System Processing

CONTINUOUS IMPROVEMENT

- Advanced Product Quality and Productivity
- Corrective and Preventive Action Policy
- Clean Room Procedures
- Danaher Business Systems
- Design Tools and Practices
- Leadership/Coaching Skills
- Product Quality and Reliability
- Product Transfer/Workflow
- Quality Improvement Fundamentals
- Technical Qualifications and Certifications

HAZARDOUS MATERIALS

- Chemical Hazards Communication Standards
- Restricting of Hazardous Substances
- Risk Management and Waste Management

MANUFACTURING SKILLS

- Beadulator Operating Procedures
- Cartridge Vacuum Test
- Chemical-Mechanical Linearization Technologies and Applications
- Component Part Processing
- Control Charts Entry and Interpretation
- Dimensional Method of Inspection for Plastics
- Drill Press, Lathes, Milling and Grinders
- Glass Fill Automation Line
- Manufacturing Line Clearance
- Measurement Practice and Theory
- Mold Installation, Setup and Removal
- Most Press and Auxiliary Equipment Set Up
- Multipart Machine Automation Development
- Numerical Controlled Machines
- Open Cartridge Automated Assembly Procedures
- Overmold Part Processing
- Pre-Filter Assembly
- Valve Body Automation

Productive Lab Hours

0-60

MANUFACTURING SKILLS (1:1 ratio)

- Beadulator Operating Procedures
- Biotech Machine Operations, Calibration and Maintenance
- Buffer Preparation
- Cartridge Automated Assembly Procedure
- Cartridge Vacuum Test
- Chemical-Mechanical Linearization Technologies and Applications
- Component Part Processing
- Control Charts Entry and Interpretation
- Dimensional Method of Inspection for Plastics
- Drill Press, Lathes, Milling and Grinders
- Environment Material Pass Through
- Frame and Tube Defects Visual Testing
- GeneXpert Cartridge Inspection Procedures
- GeneXpert Valve Automation Table Assembly
- Glass Fill Automation Line
- Glass Filter Cut Procedure
- Herman Welder Trigger and Scan Procedures
- Hydraulic Pneumatic Operations
- In Process Cartridge Integrity Test Procedure
- Injection Molding Machine Maintenance
- Manufacturing Execution Systems
- Manufacturing Line Clearance
- Measurement Practice and Theory
- Melt Temperature for Remote Control
- MiniCal Operation Procedure and Work Orders
- Mold Installation, Setup and Removal
- Most Press and Auxiliary Equipment Set Up
- Multipart Machine Automation Development
- Multi-Scale Modeling for Nonmaterial Design
- Numerical Controlled Machines
- Open Cartridge Automated Assembly Procedures
- Overmold Part Processing
- Pre-Filter Assembly
- Production Label Control Procedures
- Reaction Tube Pressure Operations
- Reagents on Board Assembly Line
- UV Light Screening for Tubes
- Valve Body Assembly Annealing Procedures
- Valve Body Automation
- Valve Body Operating Procedures
- Yushin Take-Out Robot Maintenance Program

CBT Hours

0-100

COMPUTER SKILLS

- Advanced Project Management Software (2.5 hrs.)
- Advanced CAD/CAM (4 hrs.)
- Computer Assisted Design (1 hr.)
- Database Design (2 hrs.)
- Electronic Record Management (.5 hrs.)
- Manufacturing Resources Planning (6 hrs.)
- SAP Management and Manufacturing Control Systems (4 hrs.)

CONTINUOUS IMPROVEMENT

- Advanced Customer Communications and Awareness (2 hrs.)
- Effective Teams (1 hr.)
- Leadership/Coaching Skills (4 hrs.)
- Marketing Promotion and Strategy (1.5 hrs.)
- Multi-Cultural Customer Service Relationships (10 hrs.)
- Process Improvement Training (8 hrs.)
- Problem Solving Tools and Techniques (12 hrs.)
- Process Improvement Training (18 hrs.)
- Product Marketing for Engineers (8 hrs.)
- Technical Presentation Skills (15 hrs.)
- Manufacturing Process Instructions (.5 hrs)

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



RESPOND

Critical Proposal for:

A & E Arborists Tree Care, Inc.

Contract Number: ET21-0362

Panel Meeting of: June 25, 2021

ETP Regional Office: Sacramento

Analyst: K. Mam

PROJECT PROFILE

Contract Attributes:	RESPOND (Core Funds) Retrainee SET Job Creation Initiative	Industry Sector(s):	Services (G) Waste Management (56) Priority Industry: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Counties Served:	Sutter	Repeat Contractor:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No International Brotherhood of Electrical Workers Local Union 1245		
Number of Employees in:	CA: 124	U.S.: 124	Worldwide: 124
<u>Turnover Rate:</u>	10%		
<u>Managers/Supervisors:</u> (% of total trainees)	N/A		

FUNDING DETAIL

All funding is from the "core" Employment Training Fund as authorized for the RESPOND program.

In-Kind Contribution
\$310,400

Total ETP Funding
\$223,560

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	Business Skills, Commercial Skills, Computer Skills, Cont. Improv., HazMat, OSHA 10/30, PL-Commercial Skills	120	8-200	0-12	\$1,150	\$26.08
				Weighted Avg: 50			
2	Retrainee SET Job Creation Initiative	Business Skills, Commercial Skills, Computer Skills, Cont. Improv., HazMat, OSHA 10/30, PL-Commercial Skills	62	8-200	0-12	\$1,380	\$23.58
				Weighted Avg: 60			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: Job Number 1: \$26.08 per hour statewide; Job Number 2: \$15.65 per hour in Sutter 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	Post-Retention Wage Range	Estimated # of Trainees
Job Number 1		
Administrative Staff		1
		8
Groundsman		2
		21
Safety Staff		2
Maintenance Staff		3
Tree Trimmer		13
Climber Trainee		30
Equipment Operator		10
Foreman		30
Job Number 2		
Administrative Staff		1

Groundsman		1
		13
Safety Staff		3
Tree Trimmer		12
Climber Trainee		12
Equipment Operator		10
Foreman		10

RESPOND

Under its Rapid Employment Strategies Pilot on Natural Disasters (RESPOND) pilot program, the Panel funds training for economic recovery from natural disasters, such as drought, earthquake, COVID-19, and catastrophic wildfire. All projects eligible for funding under the RESPOND Pilot Guidelines will be deemed as “Critical Proposals” with maximum flexibility and an expedited development/approval process. A & E Arborists Tree Care, Inc.’s (A & E) proposal is determined eligible as a RESPOND project based on the impact of the Company’s services in clearing trees and debris in fire-impacted regions of California.

INTRODUCTION

Founded in 2011 and headquartered in Yuba City, A & E (www.earborists.com) provides tree trimming, tree removal, and utility line clearing to utility and commercial companies throughout Northern and Central California. Training under this proposal will be for the Company’s location in Yuba City. This is A & E’s first ETP Project.

Veterans Program

A & E does not actively recruit Veterans.

Union Support

Tree Trimmers, Groundsman, Climber Trainee, Equipment Operator, and Foreman are represented by International Brotherhood of Electrical Workers Local 1245. A union letter of support for this training project has been received.

PROJECT DETAILS

The California Public Utilities Commission (CPUC) has set strict guidelines for utility companies to ensure wildfires are limited. As a result, A & E has experienced an increase in demand for its services in utility line maintenance and clean-up services. Staff will be trained on mitigation plans and guidelines from CPUC to assist utility companies by inspecting, evaluating, and removing trees and vegetation around utility lines.

A & E has invested over \$10M in new equipment including Sennebogen (log grabber), limb grabbers, feller bunchers, and tree chippers. Training under this proposal will ensure the Company can meet response efforts to clear at-risk utility lines for wildfire prevention.

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 an increasing demand in services, A & E must hire and train additional staff. Under this proposal, the Company will hire 62 new employees (Job Number 2) including Administrative Staff, Groundsman, Safety Staff, Tree Trimmer, Climber Trainee, Equipment Operator, and Foreman. 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 Class/Lab, E-Learning, Videoconferencing, Computer-Based Training (CBT) and Productive Lab (PL) methods. Training will be delivered by in-house experts and vendors as needed in the following:

Business Skills: Training will be offered to all occupations and focus on customer service skills. Training topics include Customer Service, Communication Styles and Interpersonal Communications.

Commercial Skills: Training will be offered to Groundsman, Safety Staff, Maintenance Staff, Tree Trimmer, Climber Trainee, Equipment Operator, and Foreman occupations. Training will focus on utility line clearance and tree identification. Training topics include Tree Climbing, Utility Line Clearing, and Wildfire Response.

Computer Skills: Training will be offered to all occupations and focus on the Company’s software applications. Training topics include Citrix (PG&E Interface), Googlesheets, and Quickbooks.

Continuous Improvement: Training will be offered to all occupations focused on process improvements. Training topics include Cross Training, Production Operations/Workflow, and Team Building.

Hazardous Materials: Training will be offered to Groundsman, Safety Staff, Maintenance Staff, Tree Trimmer, Climber Trainee, Equipment Operator, and Foreman occupations and will focus on handling hazardous materials. Training topics include Hazardous Chemical Cleaning and Hazardous Materials Handling.

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 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.

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 up to 12 hours of CBT.

Productive Laboratory

Trainees may produce goods for profit as part of the PL training in the courses identified under the Curriculum. The instructor must be dedicated to training delivery during all hours of training.

A & E will train Groundsman, Safety Staff, Maintenance Staff, Tree Trimmer, Climber Trainee, Equipment Operator, and Foreman on utility line clearance and tree trimming. Since equipment cannot be reproduced in a classroom setting, PL-Commercial Skills 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.

A & E is requesting a trainer-to-trainee ratio of 1:3 as trainees typically work in groups of three to ensure safety precautions are met.

Trainees may receive up to 200 hours of hands-on training due to complexity of environmental factors and vegetation removal.

COVID Response Exception

A & E is requesting the following waivers due to the effects of the COVID-19 pandemic in order to meet COVID-19 social distancing requirements.

- 100% Productive Lab

Commitment to Training

A & E invests \$300,000 annually on training for all its California locations. Training includes new hire orientation and utility 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 Company's Special Project Administrator and an additional HR Staff will oversee all aspects of the training project including enrolling trainees and tracking hours. Additionally, the Company has retained a third-party administrator with extensive ETP administration experience to work closely with staff to complete the project successfully.

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.

➤ Wage and Retention Modifications

For trainees employed in a priority industry, the Panel may modify the wage up to 25% below the statewide average hourly wage (from \$34.77 to \$26.08). The Company requests this modification for Job Number 1.

DEVELOPMENT SERVICES

Carrasco LLP, Innovative Tax Solutions in Sacramento assisted with development of this proposal for a flat fee of \$19,000.

ADMINISTRATIVE SERVICES

Carrasco LLP, Innovative Tax Solutions 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/Videoconferencing Hours

8-200 Trainees may receive any of the following:

BUSINESS SKILLS

- ✚ Communication Styles
- ✚ Customer Service
- ✚ Dealing with Difficult People
- ✚ Essential Skills for New Supervisor
- ✚ Financial Forecasting & Budgeting
- ✚ Interpersonal Communications
- ✚ Leadership
- ✚ Marketing/Sales Techniques & Strategy
- ✚ Operational Skills
- ✚ Planning and Organization
- ✚ Product Knowledge
- ✚ Project Management and Methodology
- ✚ Project Requirements Analysis and Specifications
- ✚ Strategic Planning
- ✚ Time Management

COMMERCIAL SKILLS

- ✚ Aerial Lift Rescue
- ✚ Aerial Lift Specialist
- ✚ Animal & Bird Identification
- ✚ Animal & Bird Life Cycles
- ✚ Arborist
- ✚ Chainsaw operation
- ✚ Chipper & Fellers
- ✚ Climber & Fellers
- ✚ Defensive Driving
- ✚ Diagnosis of Plant Disorders
- ✚ Electrical Hazard Awareness Program (EHAP)
- ✚ Electricity Overview
- ✚ Endangered Native Animals, Plants, Trees
- ✚ Environment Impact Planning
- ✚ Environmental Science
- ✚ Essential Controls
- ✚ Heavy Equipment
- ✚ Injury and Illness Prevention Program (IIPP)
- ✚ Integrated Vegetation Management
- ✚ iPad
- ✚ Job Site Set Up
- ✚ Laser Range Finder
- ✚ Lightning Protection
- ✚ Live Line Tool Use/Care
- ✚ Plant Health Care
- ✚ Plant Identification
- ✚ Programmatic Safety Plan
- ✚ Qualified Line Clearance Arborist (QLCA)
- ✚ Radio Communication

- ✚ Rescue Climber
- ✚ Risk Management
- ✚ Situational Awareness
- ✚ Slips, Trips & Falls
- ✚ Soil Science
- ✚ Stop Work Authority
- ✚ Storm Preparation & Response
- ✚ Traffic Control
- ✚ Tree Assessment
- ✚ Tree Biology
- ✚ Tree Climbing
- ✚ Tree Identification
- ✚ Tree Nutrition
- ✚ Tree Support
- ✚ Tree Worker Safety
- ✚ Urban Forestry
- ✚ Utility Forestry
- ✚ Utility Line Clearing
- ✚ Utility Lines Overview
- ✚ Utility Pruning
- ✚ Vegetation Pests
- ✚ Vehicle Operations
- ✚ Water Management
- ✚ Wildfire Response
- ✚ Working with Trees

COMPUTER SKILLS

- ✚ Adobe Acrobat
- ✚ Citrix (PG&E Tnterface)
- ✚ Googlesheets
- ✚ Microsoft Office (Intermediate/Advanced)
- ✚ Quickbooks

CONTINUOUS IMPROVEMENT

- ✚ Communication Skills
- ✚ Creating a Quality Organization
- ✚ Cross Training
- ✚ Decision Making
- ✚ How to Coach and Mentor
- ✚ Leadership
- ✚ Problem Solving and Decision Making
- ✚ Process Improvement
- ✚ Production Operations/Workflow
- ✚ Project Management
- ✚ Team Building
- ✚ Teamwork Development Skills
- ✚ Time Management

HAZARDOUS MATERIALS

- ✚ Hazardous Materials Handling
- ✚ Hazardous Chemical Cleaning/Handling

OSHA 10/30 (Certified OSHA Instructor)

- ✚ OSHA 10
- ✚ OSHA 30

Safety Training cannot exceed 50% of total training hours per-trainee (This cap does not apply to Hazmat, OSHA 10/30 or HAZWOPER)

CBT Hours

0 – 4

COMMERCIAL SKILLS

- ✚ 2021 Security and Privacy Awareness (45 min)
- ✚ Records Information and Management (45 min)

OSHA 10

- ✚ OSHA 10
 - Intro to OSHA (2 hours)
 - Focus Four Hazards (5 hours)
 - Personal Protective and Lifesaving Equipment (30 min)
 - Health Hazards in Construction (30 min)
 - Cranes, Derricks, Hoists, Elevators, & Conveyors (30 min)
 - Excavations (30 min)
 - Materials Handling, Storage, Use and Disposal (30 min)
 - Scaffolds (30 min)
 - Stairways and Ladders (30 min)
 - Tools – Hand and Power (30 min)

Productive Lab Hours

0 – 200

COMMERCIAL SKILLS

- ✚ Animal & Bird Identification
- ✚ Animal & Bird Life Cycles
- ✚ Arborist
- ✚ Aerial Lift Rescue
- ✚ Aerial Lift Operation
- ✚ Diagnosis of Plant Disorders
- ✚ Chainsaw
- ✚ Chipper & Fellers
- ✚ Electricity Overview
- ✚ Endangered Native Animals, Plants, Trees
- ✚ Environmental Science
- ✚ Integrated Vegetation Management
- ✚ iPad
- ✚ Laser range finder
- ✚ Lightning Protection
- ✚ Plant Health Care
- ✚ Plant Identification
- ✚ Risk Management
- ✚ Soil Science
- ✚ Storm Preparation & Response
- ✚ Traffic Control

- ✚ Tree Assessment
- ✚ Tree Biology
- ✚ Tree Climbing
- ✚ Tree Identification
- ✚ Tree Measuring
- ✚ Tree Nutrition
- ✚ Tree Support
- ✚ Tree Worker Safety
- ✚ Urban Forestry
- ✚ Utility Line Clearing
- ✚ Utility Forestry
- ✚ Utility Lines Overview
- ✚ Utility Pruning
- ✚ Vegetation Pests
- ✚ Water Management
- ✚ Wildfire Response
- ✚ Working with Trees

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

IBEW Local Union 1245
30 Orange Tree Circle
Vacaville, CA 95687
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IBEW 1245

THE POWER IS IN OUR HANDS

BOB DEAN, BUSINESS MANAGER
CECELIA DE LA TORRE, PRESIDENT

May 27, 2021

Employment Training Panel
1100 J Street
Sacramento, CA 95814

Dear Panel Members,

We understand A&E Arborists Tree Care, Inc. 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: 107 Current Employees and potentially up to 92 new hires (over the next 2 years) in Groundsman, Journeyman Tree Trimmer, Climber Trainee, Equipment Operator, and Foreman.

(Exhibit language must be included in the Union letter of support)

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,

Bob Dean
Business Manager



RESPOND

**Critical Proposal for:
Arrow Drillers, Inc.**

Contract Number: ET21-0361

Panel Meeting of: June 25, 2021

ETP Regional Office: Sacramento

Analyst: K. Mam

PROJECT PROFILE

Contract Attributes:	RESPOND (Core Funds) Priority Rate Retrainee SET Job Creation Initiative	Industry Sector(s):	Construction (C) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Sacramento	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: 141	U.S.: 150	Worldwide: 150
<u>Turnover Rate:</u>	10%		
<u>Managers/Supervisors:</u> (% of total trainees)	0%		

FUNDING DETAIL

All funding is from the "core" Employment Training Fund as authorized for the RESPOND program.

In-Kind Contribution
\$400,000

Total ETP Funding
\$235,520

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	Business Skills, Commercial Skills, Computer Skills, Continuous Impr, HazMat, Hazwoper, OSHA 10/30, PL-Comm Skills	128	8-200	0-4	\$1,265	\$26.08
				Weighted Avg: 55			
2	Retrainee Priority Rate SET Job Creation Initiative	Business Skills, Commercial Skills, Computer Skills, Continuous Impr, HazMat, Hazwoper, OSHA 10/30, PL-Comm Skills	40	8-200	0-4	\$1,840	\$18.00
				Weighted Avg: 80			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: Job Number 1: \$26.08 per hour statewide; Job Number 2: \$15.65 per hour in Sacramento 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.

Wage Range by Occupation		
Occupation Titles	Post-Retention Wage Range	Estimated # of Trainees
Job Number 1		
Frontline Manager		8
Office Staff		5
		8
Project Manager		4
Field Supervisor		8
Field Technician		37
		58
Job Number 2		
Frontline Manager		1
Office Staff		1
Project Manager		1
Field Supervisor		1
Field Technician		20
		16

RESPOND

Under its Rapid Employment Strategies Pilot on Natural Disasters (RESPOND) pilot program, the Panel funds training for economic recovery from natural disasters, such as drought, earthquake, COVID-19, and catastrophic wildfire. All projects eligible for funding under the RESPOND Pilot Guidelines will be deemed as “Critical Proposals” with maximum flexibility and an expedited development/approval process. Arrow Drillers, Inc.’s (Arrow Drillers) proposal is determined eligible as a RESPOND project based on the impact of the Company’s services in clearing and replacing utility lines within fire-impacted regions of California.

INTRODUCTION

Founded in 1995 and headquartered in Sacramento, Arrow Drillers (www.arrowcon.com) specializes in underground utility systems construction including horizontal directional drilling, underground utilities, potholing services, patch paving, concrete and video inspection, and drainage systems recording. Customers include utility companies, municipalities and contractors. Training will only be delivered at Arrow Drillers’ location in Sacramento. This is Arrow Drillers’ second ETP Contract and the second in the last five years.

Veterans Program

Arrow Drillers does not actively recruit Veterans.

PROJECT DETAILS

Due to the utility infrastructure damage from California’s wildfires, Arrow Drillers has experienced an increase in demand for services including installing and burying new utility lines. With ongoing contracts with municipal companies, Arrow Drillers must train staff to meet the standards required by these contracts. The Company has also invested over \$1M in new state-of-art equipment including dashcams, GPS Units, a HydroVac Truck, and large paving machines. Training will increase productivity while decreasing potential error.

Arrow Drillers will continue to train on safety and its Gold Shovel Standard Certification. Significant training is crucial for its staff due to dangerous work environments. Hence, the Company requests to increase the safety training cap to 50%. Although training topics are similar to those provided in the prior Contract, trainees will not repeat the same training courses previously received.

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 an increasing demand for environmental drilling to prevent wildfires, Arrow Drillers will need to expand business capacity by hiring 40 new employees (Job Number 2) including Frontline Managers, Office Staff, Project Managers, Field Supervisors, and Field Technicians. 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 Class/Lab, E-Learning, Videoconferencing, Computer Based Training (CBT) and Productive Lab (PL) methods. Training will be delivered by in-house experts and vendors as needed in the following:

Business Skills: Training will be offered to all occupations focused on project management and customer service. Training topics include Communication Styles, Customer Relationship Management, and Project Management and Methodology.

Commercial Skills: Training will be offered to Frontline Manager, Field Supervisor, and Field Technician occupations. Training will be focused on equipment operation including Directional Drilling, Heavy Equipment Operation, and Pipe Installation.

Computer Skills: Training will be offered to all occupations. Training will focus on the Company's software. Training topics include Autodesk/AutoCAD, Work Max, and Telematics (GPS).

Continuous Improvement: Training will be offered to all occupations. Training will focus on improving productivity. Training topics include Production Scheduling, Quality Measurement Systems, and Root Cause Analysis.

Hazardous Materials: Training will be delivered to Project Manager, Field Supervisor, and Field Technician occupations. Training will allow staff to handle hazardous materials and conditions. Topics include Hazardous Chemical Handling/Cleaning and Disposal of Hazardous Materials.

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 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.

Hazardous Waste Operations and Emergency Response Standard (HAZWOPER). This training is a series of courses specifically designed for workers who handle hazardous substances as first-responders, or clean-up as needed at a hazard disposal or emergency site. It consists of 40 hours of classroom or CBT training, for workers stationed at the hazard site; and 24 hours for workers who visit the site (e.g., engineers). Field training is also required, although not funded by ETP. Completion of the training results in a certificate that expands employment opportunities. Each certification requires an 8-hour annual refresher course. This coursework must be approved by Cal-OSHA, and the instructors must be certified by Cal-OSHA. Trainees will not receive 40 hours unless they work full time onsite at the clean-up location.

Computer Based Training (CBT)

CBT will support Class/Lab training. All trainees in Job Numbers 1 and 2 will receive no more than 4 hours of training in Directional Drilling.

Productive Laboratory (PL)

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

Training in Commercial Skills will be delivered to all Field Supervisor and Field Technician occupations. Trainees will learn to operate new equipment and navigate software systems including Asphalt Grinding, Excavating, Paving, Trenching and Equipment Maintenance and Repair. Trainees will work with a trainer who will demonstrate step-by-step instructions. Afterwards, the trainer will observe trainees performing the tasks. Most tasks are completed individually; however, some equipment will require groups of three. Production will be negatively impacted during training as trainees are learning. Arrow Drillers is requesting a 1:3 trainer-to-trainee ratio and up to 200 PL training hours due to the extensive safety requirements needed to

perform job duties. This will allow the Company to provide the hands-on training necessary to remain safe and productive.

Commitment to Training

Arrow Drillers invests \$300,000 annually on training for all its California locations. Training includes new hire orientation and utility 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

Arrow Drillers has two dedicated staff members responsible for scheduling training, enrolling trainees, tracking training hours, and meeting with ETP staff. Training will be delivered by highly-qualified instructors with industry expertise. Additionally, the Company has retained a third-party subcontractor with extensive ETP administration experience to work closely with staff to complete the project successfully.

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. Job Creation trainees qualify with the Standard New Hire Minimum Wage by County.

➤ Wage Modification

For trainees employed in a priority industry, the Panel may modify the wage up to 25% below the statewide average hourly wage (from \$34.77 to \$26.08). The Company requests this modification for Job Number 1.

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
ET19-0349	\$179,920	12/17/18 – 06/14/21	160	0	0

Based on ETP Systems, 7,240 reimbursable hours have been tracked for potential earnings of \$179,920 (100% of approved amount). The Contractor projects final earnings of 100% based on training currently committed to by employers and in progress through June 2021.

DEVELOPMENT SERVICES

Sierra Consulting Services in El Dorado Hills assisted with development of this proposal for a flat fee of \$19,000.

ADMINISTRATIVE SERVICES

Sierra Consulting Services 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 Hours**

8-200 Trainees may receive any of the following:

BUSINESS SKILLS

- ✚ Business Communication
- ✚ Business Fundamentals
- ✚ Behavior Style Strategies
- ✚ Conflict Resolution
- ✚ Customer Relationship Management
- ✚ Customer Service
- ✚ Communication Styles
- ✚ Cost Control
- ✚ Develop Employee Accountability
- ✚ Essential Skills for New Supervisor
- ✚ Financial Analysis
- ✚ Leadership
- ✚ Marketing/Sales Techniques & Strategy
- ✚ Negotiating
- ✚ Operational Skills
- ✚ Planning and Organization
- ✚ Product Knowledge
- ✚ Project Management and Methodology
- ✚ Project Requirements Analysis and Specifications
- ✚ Property and Resource Management Skills
- ✚ Relationship Building
- ✚ Strategic Planning
- ✚ Time Management

COMMERCIAL SKILLS

- ✚ Asphalt Grinding
- ✚ Backfill
- ✚ Change Order Management
- ✚ Compacting
- ✚ Compliance with Customer Safety Programs
- ✚ Compliance with Underground Service Alert (USA) Requirements
- ✚ Confined Space Work Requirements
- ✚ Directional Drilling
- ✚ Electrofusion
- ✚ Equipment Maintenance/Repair
- ✚ Estimating
- ✚ Excavating
- ✚ Forklift
- ✚ Ground Penetrating Radar
- ✚ Hand Tools
- ✚ Heat Iron Butt Fusion
- ✚ Heat Iron Saddle Fusion
- ✚ Heat Iron Socket Fusion
- ✚ Heavy Equipment Operation
- ✚ How to Deal with Public (Public Relations/Homeowners)
- ✚ Mechanical Fitting

- ✚ Obtaining and Processing Permits
- ✚ Offsite Spoils Disposal
- ✚ Onsite Spoils Management
- ✚ Paving
- ✚ Pipe Installation
- ✚ Production Reporting
- ✚ Project Documentation
- ✚ Proper Rigging of Equipment (Transportation)
- ✚ Purchasing Procedures
- ✚ Resource Scheduling
- ✚ Safe Excavations Techniques
- ✚ Safe Potholing Operations
- ✚ Safe Traffic Control and Flagging Operations
- ✚ Trenching
- ✚ USA Ticket Management
- ✚ Work Orders

COMPUTER SKILLS

- ✚ Autodesk/AutoCAD
- ✚ Building Information Modeling (BIM)
- ✚ Crystal Reports
- ✚ Dispatcher by Heavy Construction Systems Specialists (HCSS)
- ✚ Docuware
- ✚ Equipment 360 HCSS
- ✚ Financial Management System (Vista by Viewpoint)
- ✚ Heavy Bid HCSS
- ✚ Safety by HCSS
- ✚ SQL Server (Management Studio)
- ✚ Telematics (GPS)
- ✚ Work Max

CONTINUOUS IMPROVEMENT

- ✚ Change Management
- ✚ Communication Skills
- ✚ Creating a Quality Organization
- ✚ Cross Training
- ✚ How to Coach and Mentor
- ✚ Leadership
- ✚ Process Improvement
- ✚ Production Operations/Workflow
- ✚ Production Scheduling
- ✚ Project Management
- ✚ Quality Measurement Systems
- ✚ Root Cause Analysis
- ✚ Team Building
- ✚ Time Management

HAZARDOUS MATERIALS

- ✚ Asbestos Removal
- ✚ Disposal of Hazardous Materials
- ✚ Hazardous Materials Handling
- ✚ Hazardous Chemical Cleaning/Handling

HAZWOPER

HAZWOPER 40

OSHA 10/30 (Certified OSHA Instructor)

OSHA 10

OSHA 30

Safety Training cannot exceed 50% of total training hours per-trainee (This cap does not apply to Hazmat, OSHA 10/30 or HAZWOPER)

CBT Hours

0 – 4

COMMERCIAL SKILLS

Directional Drilling (4 hrs)

Productive Lab Hours

0 – 200

COMMERCIAL SKILLS

- Asphalt Grinding
- Backfilling
- Compacting
- Directional Drilling
- Electrofusion
- Equipment Maintenance/Repair
- Estimating
- Excavating
- Forklift
- Ground Penetrating Radar
- Hand Tools
- Heat Iron Butt Fusion
- Heat Iron Saddle Fusion
- Heat Iron Socket Fusion
- Heavy Equipment Operation
- Hydrovac
- Mechanical Fitting
- Offsite spoils disposal
- Paving
- Pipe Installation
- Proper Rigging of Equipment
- Safe Excavations Techniques
- Safe Potholing Operations
- Safe Traffic Control and Flagging Operations
- Trenching

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



Training Proposal for:
Saisoft Enterprises, Inc. dba Professional Career Development Center

Contract Number: ET21-0323

Panel Meeting of: June 25, 2021

ETP Regional Office: North Hollywood

Analyst: L. Vuong

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate SB <100	Industry Sector(s):	MEC (H) Professional, Scientific, Technology (54) Manufacturing (33) Services (61,71,72,81,92) 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
\$427,600		\$29,733 8%		\$457,333

In-Kind Contribution:	50% of Total ETP Funding Required	\$777,022
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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	Computer Skills	195	8-200	0	\$1,968	\$19.12
				Weighted Avg: 80			
2	Retrainee	Computer Skills	43	8-200	0	\$1,700	\$19.12
				Weighted Avg: 80			

***Post-Retention Wage is the Contractual Wage**

Minimum Wage by County: \$20.86 per hour for Alameda, Marin, San Mateo, Santa Clara and San Francisco counties; \$20.79 per hour for Contra Costa County; \$19.77 per hour for Los Angeles County; and \$19.12 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 of up to \$1.74 per hour to meet the Post-Retention Wage.

Wage Range by Occupation		
Occupation Titles	Post-Retention Wage Range	Estimated # of Trainees
Technical Analyst		2
PC Hardware Technician		7
		7
System Analyst/Administrator		8
		34
Computer Programmer/Analyst		55
Network Engineer/Administrator/Architect		49
Data Analyst/Administrator		35
Technical Sales Staff/Business Development Representative		26
Manager/Supervisor		15

INTRODUCTION

Established in 2005 and headquartered in Whittier, Saisoft Enterprises, Inc. dba Professional Career Development Center (PCDC) (www.procareer.org), is an approved school by the Bureau for Private Postsecondary Education. It provides training programs in allied healthcare careers and training in the latest Information Technologies: Certified Nursing Assistant (CNA), Home Health Aide (HHA), and Information Technology (IT) training. PCDC has a placement rate of 100% for graduates in CNA, HHA and IT training programs. PCDC provides IT training to small, medium and large technology companies across California. PCDC also works with other various industries including manufacturing, wholesale trade, food service and IT service companies.

PCDC is eligible to contract with ETP as a Repeat Training Agency under Title 22, California Code of Regulations (CCR), Sections 4426(a)(7) and 4445(c).

Veterans Program

Although there is not a Veterans component, PCDC's participating employers actively recruit Veterans for training.

PROJECT DETAILS

Technology is advancing at a rapid pace, and new systems are constantly being introduced into the marketplace. In addition, companies are facing unique challenges due to the impact of COVID-19 pandemic and post COVID-19 business operations. Business operations in all sectors have moved online at rapid speed. As a result, employers are seeking much needed training to upgrade the skills of their employees, improve productivities and services in a constantly changing environment, and keep up with new technological advances in order to stay competitive and meet customer demands.

This is PCDC's third ETP Contract, and the third in the last five years. PCDC has experienced a recent increase in employer demand, with an overwhelming response for training given the success of its prior Contracts. Therefore, PCDC requests funding to continue to meet the increased employer demand, and remaining focused on providing training opportunities to companies that do not have the resources available to provide needed training to their employees. This training includes obtaining technical skills for online services, networking, database, cybersecurity, artificial intelligence, machine learning, and technology sales.

ETP-funded training will provide participating employers the opportunity to sustain their competitiveness, grow their businesses, meet customer demand, create new job opportunities, increase profit, remain current with rapidly changing technology, and adapt to the new business environment resulting from the COVID-19 pandemic. Training will enhance job security, provide trainees with the necessary tools to be successful in their jobs, provide opportunities in career advancement, and increase wages. PCDC recently invested approximately \$30,000 in new equipment including cloud-based servers on Amazon Web Services, Microsoft Azure and Google Cloud. As such, PCDC is incorporating new training methods and best practices to support participating employers' mission to reopen the economy.

Training Plan/Employer Demand

Training outlined in this proposal is customized, based on employer needs assessments and training objectives. PCDC conducts interviews with employers to maintain a comprehensive curriculum that is relevant and responsive to training needs. In addition, participating employers are encouraged to complete post-training evaluations. This feedback is used by PCDC to measure the quality of training and gauge how it meets employer demands.

The core group of employers consist of six large companies and two small businesses, which represents over 100% of requested funding for this proposal, and have made firm commitments to participate upon Panel approval. The proposed training will be offered to employers statewide. PCDC anticipates 100% of training will be center-based. No trainees who participated in previous ETP training will receive duplicate training in this project.

Training will be provided via Class/Lab, Video Conference and E-Learning in the following:

Computer Skills: This training will be offered to all occupations. Trainees will receive highly technical skills to effectively use the Company's hardware and software programs as well as implement new technologies to improve productivities and services to support business operations and to keep up with the latest technological advances.

E-Learning/Alternate Recordkeeping

PCDC will use alternative recordkeeping for E-Learning approved by ETP as permitted by ETP's Response to COVID-19.

Commitment to Training

Most of the participating employers lack the resources and funding to conduct formal and structured training, especially small companies. The majority provide on-the-job, one-on-one training to new employees, and basic safety training. ETP funding will allow these companies to introduce new business practices and services to sustain growth and remain competitive in California. PCDC will only provide training to participating employers in subjects that are outside of their expertise.

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 is scheduled to begin upon Panel approval. The President of PCDC will oversee project training administration and four staff member to ensure compliance with all ETP requirements.

Impact/Outcome

Upon completion of training, PCDC will assist trainees to prepare for standard Information Technology industry recognized certification.

Marketing and Support Costs

PCDC utilizes the following avenues to market their training programs: email, social media, digital marketing, and visits with Employers. The school also works with several agencies such as Women in Technology International, Women Who Code, California Technology Council, and Software and Information Industry Association to promote training opportunities. PCDC seeks full support cost of 8% to fund extensive marketing efforts to recruit additional participating employers and assessment activities of employers. Staff recommends an 8% support costs.

Trainer Qualifications

All training provided under this proposal will be delivered by PCDC faculty. Instructors have a minimum of three years of experience and are considered subject-matter experts. Staff members also meet all requirements of the Bureau of Private Postsecondary Education.

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).

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

- BPPE licensure valid until August 2021 for both IT and Medical Skills (PCDC submitted a renewal on April 15, 2021 and pending for review and approval); and
- Successful past performance with ETP (see Active Project table)

Electronic Recordkeeping/LMS

PCDC will be using its own LMS, Electronic Learning Management System (ELMS), for documentation of all training, which has been reviewed and approved by ETP staff.

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.

ACTIVE PROJECTS

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

Contract No.	Approved Amount	Term	No. Trainees (Estimated)	No. Completed Training	No. Retained
ET20-0320	\$453,720	05/25/20 – 05/24/22	120	110	0*

*Based on ETP Systems, 19,806 reimbursable hours have been tracked for potential earnings in excess of the maximum 100% of the approved amount. The Contractor projects final earnings of 100% based on training completed through 04/03/21.

PRIOR PROJECTS

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

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
ET19-0299	Los Angeles, Orange, Riverside, San Bernardino	11/05/18 – 11/04/20	\$397,188	\$397,188 (100%)

DEVELOPMENT SERVICES

N/A

ADMINISTRATIVE SERVICES

N/A

TRAINING VENDORS

N/A

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

8-200

Trainees may receive any of the following:

COMPUTER SKILLS

- Automated Testing with Selenium
- Certified Information Systems Security Professional
- Cisco Certified Network Associate
- Cloud Computing
- Cloud Computing with Amazon Web Services
- CompTia Network+
- CompTia Security+
- CompTia Server+
- Configuring Cisco Network Devices
- Cybersecurity and Ethical Hacking
- Introduction to Data Science
- Java Programming
- Javascript Programming
- Microsoft Azure Infrastructure Solutions
- Microsoft SQL Server Database Administration
- Microsoft Windows Server Administration
- MySQL Database
- Penetration Testing with Kali Linux
- Project Management
- Python Programming
- Tableau Software
- Technology Sales Program
- VMWare Administration

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: Saisoft Enterprises, Inc. dba Professional Career CCG No.: ET21-0323
Development Center

Reference No: 21-0067

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ALPHABETIZE BY COMPANY NAME

Company: EcoATM LLC

Priority Industry? Yes No

Address: 10121 Barnes Canyon Road

City, State, Zip: San Diego, CA 92121

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Contract: 21

Small Business? Yes No

Total # of full-time company employees worldwide: 373

Total # of full-time company employees in California: 233

Company: Entisys360

Priority Industry? Yes No

Address: 1855 Gateway Blvd., #730

City, State, Zip: Concord, CA 94520

Collective Bargaining Agreement(s): No

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

Small Business? Yes No

Total # of full-time company employees worldwide: 127

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

Company: ITC Service Group

Priority Industry? Yes No

Address: 7777 Greenback Lane, Suite 201

City, State, Zip: Citrus Heights, CA 95610

Collective Bargaining Agreement(s): No

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

Small Business? Yes No

Total # of full-time company employees worldwide: 582

Total # of full-time company employees in California: 108

Company: Jollibee Foods Corporation

Priority Industry? Yes No

Address: 16125 Valley Blvd.

City, State, Zip: La Puente, CA 91744

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Contract: 6

Small Business? Yes No

Total # of full-time company employees worldwide: 7,200

Total # of full-time company employees in California: 1,490

ALPHABETIZE BY COMPANY NAME

Participating Employers in Retrainee Multiple Employer Contracts

Self-reported listing of potential employers participating in the contract

Contractor's Name: Saisoft Enterprises, Inc. dba Professional Career CCG No.: ET21-0323
Development Center

Reference No: 21-0067

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Company: Logyx LLC

Priority Industry? Yes No

Address: 425 N. Whisman Rd., #400

City, State, Zip: Mountain View, CA 94043

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Contract: 44

Small Business? Yes No

Total # of full-time company employees worldwide: 62

Total # of full-time company employees in California: 57

Company: Oceanside Glasstile Company

Priority Industry? Yes No

Address: 5858 Edison Place

City, State, Zip: Carlsbad, CA 92008

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Contract: 6

Small Business? Yes No

Total # of full-time company employees worldwide: 478

Total # of full-time company employees in California: 42

Company: Software Management Consultants, Inc.

Priority Industry? Yes No

Address: 500 North Brand Blvd., Suite 1100

City, State, Zip: Glendale, CA 91203

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Contract: 183

Small Business? Yes No

Total # of full-time company employees worldwide: 350

Total # of full-time company employees in California: 307

Company: Zensar Technologies, Inc.

Priority Industry? Yes No

Address: 2107 N. First Street, Ste. 360

City, State, Zip: San Jose, CA 95131

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Contract: 96

Small Business? Yes No

Total # of full-time company employees worldwide: 10,500

Total # of full-time company employees in California: 610



Training Proposal for:
Workforce Development Corporation of Southeast
Los Angeles County, Inc.

Contract Number: ET21-0333

Panel Meeting of: June 25, 2021

ETP Regional Office: North Hollywood

Analyst: M. Reeves

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate SB <100 HUA	Industry Sector(s):	Manufacturing (E) Transportation and Warehousing (48-49) Construction (23) 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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No Int'l Assoc. of Machinists and Aerospace Workers AFLCIO/CLC, District Lodge No. 190, Local Lodge No. 1484		
Turnover Rate:	≤20%		
Managers/Supervisors: (% of total trainees)	≤20%		

FUNDING DETAIL

Program Costs	+	Support Costs	=	Total ETP Funding
\$479,090		\$33,328 8%		\$512,418

In-Kind Contribution:	50% of Total ETP Funding Required	\$704,732
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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, Mgmt. Skills, Mfg. Skills, OSHA 10/30, Other Titles	207	2-200	0	\$1,476	\$19.12
				Weighted Avg: 60			
2	Retrainee SB <100	Business Skills, Comm'l Skills, Computer Skills, Cont. Imp., HazMat, Hazwoper, Literacy Skills, Mgmt. Skills, Mfg. Skills, OSHA 10/30, Other Titles	142	2-200	0	\$1,353	\$19.12
				Weighted Avg: 55			
3	Retrainee HUA Priority	Business Skills, Comm'l Skills, Computer Skills, Cont. Imp., HazMat, Hazwoper, Literacy Skills, Mgmt. Skills, Mfg. Skills, OSHA 10/30, Other Titles	10	2-200	0	\$1,476	**\$14.83
				Weighted Avg: 60			

****Post-Retention Wage is the Contractual Wage**

**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 Numbers 1 & 2: \$20.86 per hour for Alameda, Marin, San Mateo, Santa Clara and San Francisco counties; \$20.79 per hour for Contra Costa County; \$19.77 per hour for Los Angeles County; and \$19.12 per hour for all other counties
Job Number 3 (HUA): \$14.83 per hour 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

Up to \$2.50 per hour (Job Numbers 1 & 2) and \$0.49 (Job Number 3) per hour may be used to meet the Post-Retention Wage.

Wage Range by Occupation		
Occupation Titles	Post-Retention Wage Range	Estimated # of Trainees
Production Staff (HUA - Job Number 3 only)		5
		5
Machinist		50
Engineer		6
Production Staff		36
		44
		17
Clerical Staff		10
		11
		10
Supervisor/Manager		12
		18
Engineering Support		19
		14
Production Control		20
		10
Material Handler		3
		5
		6
Maintenance Repairer		9
		10
		12
Shipping/Receiving		13
Glazier		1
		2
Construction Laborer		2
		2
		4
Owner/Chief Executive (Job Number 2 only)	N/A	3

INTRODUCTION

Workforce Development Corporation of Southeast Los Angeles County, Inc. (SELACO) (www.selacowdb.com) was formed in 1983. SELACO specializes in providing business solutions for employers seeking resources to provide upskill training for existing and new employees. SELACO provides services to businesses mainly located in the Southeast Los Angeles and Orange County areas. SELACO hosts manufacturing symposia and business/labor roundtables to maintain ongoing strategies and efforts to train California workers. SELACO also works collaboratively with employers, economic development agencies, and labor organizations to address the challenges of business growth and employee retention.

The proposed training will be provided primarily to manufacturing employers; however, companies from additional business sectors facing out-of-state competition are also expected to participate. SELACO estimates that approximately 47% of the core group of participating employers will be Small Businesses. Training will be provided statewide; however, most of the training is expected to take place in Los Angeles and Orange Counties. This will be SELACO's nineteenth ETP Contract; and the fifth in the last five years.

Veterans Program

Although SELACO is not including a separate Job Number for Veterans, its participating employers regularly employ Veterans through their normal hiring practices.

Union Support

Machinists are represented by the International Association of Machinists and Aerospace Workers, District 190, Local 1484. The union has submitted letters of support for this training project.

Apprenticeship

There are numerous apprenticeship programs throughout the state for Machinists and Glaziers. These apprenticeship programs often run 24-48 months, as compared to courses and training hours specific to Machinists and Glaziers in the proposed curriculum. The proposed training is intended for journey-level Machinists, and training for Glaziers herein does not duplicate apprentice training. Therefore, training in this proposal for Machinists and Glaziers will not displace apprenticeship training programs.

PROJECT DETAILS

The COVID-19 pandemic of 2020 has left California companies decimated, struggling and/or recovering. Employers have indicated that training will be an essential part of the survival plan for companies in the process of recovering from shutdowns and slowdowns. SELACO's business improvement and training initiatives are developed through extensive collaboration and discussions with advisory committees, focus groups and employers. SELACO relies on industry data and market trend analysis to identify key factors affecting business. The proposed training offers vital business recovery solutions towards increasing employees' knowledge base, performance skills, and upward mobility, along with improving company stability and profits.

Some core employers may have participated in at least one of the SELACO's previous Contracts. Further, several topics from the proposed Curriculum are repeated from prior ETP Contracts. However, no trainees that participated in prior ETP projects will receive duplicative training in this proposed Contract. The core group of employers represents at least estimated 80% of the requested funding.

Training Plan

Training will be customized to meet the specific needs of participating employers and will be delivered via Class/Lab and E-Learning. Approximately 95% of the proposed training will be delivered at employer worksites and the remaining 5% will be provided in a center-based setting.

Business Skills: Training will be offered to all occupations to teach workers how to communicate more effectively with internal and external customers and provide better customer service.

Commercial Skills: Training will be offered to Construction Laborers, Engineers, and Supervisors. Training will cover construction fundamentals and industry-specific construction management skills.

Computer Skills: Training will be offered to all occupations to enhance their use of innovative software solutions, including database technology and business applications.

Continuous Improvement: Training will be offered to all occupations to enhance problem solving and decision-making skills. These courses will enable skilled workers to improve efficiencies that lead to lowering operating costs and higher profits.

Literacy Skills: Training will be offered to Production Staff to help workers overcome language barriers that impede productivity and teamwork.

Management Skills: Training will be offered to Managers/Supervisors to enhance their ability to communicate, lead, motivate and plan.

Manufacturing Skills: Training will be offered to Production Staff, Machinists, Maintenance Repairers, Production Control and Engineers. Courses will include Programmable Logic Control, Kaizen Methods, Machine/Power Tool usage and Manufacturing Resource Planning. This training is designed to improve production efficiency, product quality and safety.

Other Titles: Training will be offered to Production and Clerical Staff who may require more focused instruction in skills designed to improve the workplace success of individuals newly entering the labor force.

Certified Safety Training

1. 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 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. OSHA 10 will be provided to frontline Supervisors, Production Staff, Glaziers, Shipping/Receiving, and Construction Laborers. OSHA 30 training will be provided to Managers/Supervisors and Engineers to ensure a safe work environment.
2. Hazardous Waste Operations and Emergency Response Standard (HAZWOPER): This training is also a series of courses specifically designed for workers who handle hazardous substances as first-responders, or clean-up as needed at a hazard disposal or emergency site. It consists of 40 hours of classroom or CBT training, for workers stationed at the hazard site; and 24 hours for workers who visit the site (e.g., engineers). Field training is also required, although not funded by ETP. Completion of the training results in a certificate that expands employment opportunities. Each certification requires an 8-hour annual refresher course. This coursework must be approved by Cal-OSHA, and the instructors must be certified by Cal-OSHA.
3. Hazardous Materials (HAZMAT): 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 may be delivered by classroom or CBT. In this proposal, Machinists, Maintenance Repairers, Engineers, Supervisors, Materials Handlers, and

Shipping/Receiving staff will receive up to 40 hours of training. Field training may be required, although not funded by ETP. Completion of the training results in a certificate that expands employment opportunities. This coursework is not under Cal-OSHA, but is administered under the Department of Transportation and CalTRANS. There are various certification entities for the coursework and instructors. In this proposal, certification is by the certified trainers.

Trainer Qualifications

SELACO utilizes a combination of its own highly skilled trainers and outside training vendors. All trainers are experienced course instructors.

Record Keeping

SELACO will use an alternate recordkeeping method approved under the COVID-19 Response Plan.

Training Hours Minimum

SELACO requests to reduce the minimum required training hours from 8 to 2, as approved under the COVID-19 Response Plan. This will allow SELACO to continue meeting the training needs of those employers who request truncated training sessions due to time scheduling challenges that employers are facing as they navigate the gradual recovery from the pandemic.

High Unemployment Area

The trainees in Job Number 3 work in a High Unemployment Area (HUA), with unemployment exceeding the state average by 25%. Participating employers located in the cities of Vernon, Compton and Commerce (Los Angeles County) are in HUAs.

For HUA trainees, the Panel may modify the ETP Minimum Wage by up to 25% if post retention wages exceed the start-of-training wages. SELACO is requesting the HUA wage modification from \$19.77 to \$14.83 per hour for Los Angeles County for approximately 10 (2%) trainees in Job Number 3 only. As indicated above, trainees will never be paid less than the State or local minimum wage rate in effect at the end of retention, regardless of the wages expressed here.

Marketing and Support Costs

SELACO maintains numerous relationships with business, labor, and economic development agencies to advertise and market their program. SELACO also promotes programs through its work with community organizations (e.g., Community Collaborative Network, Society of Manufacturing Engineers, Los Angeles/Orange County Regional Consortium, Chambers of Commerce, and various other industry sector partnerships).

SELACO is requesting and staff recommends 8% Support Costs to assist with recruitment and training assessments.

Tuition Reimbursement

Trainees 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. Safety training is provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

SELACO's Director of Fund Development will oversee administration of this project. SELACO has three staff members in its Business Services Department dedicated to marketing, employer recruitment, scheduling, and ETP administration. Training will be delivered by in-house trainers and vendors as needed.

ACTIVE PROJECTS

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

Contract No.	Approved Amount	Term	No. Trainees (Estimated)	No. Completed Training	No. Retained
ET20-0129	\$749,786	08/26/19 – 08/25/21	533	118	66

Based on ETP Systems, 21,093 reimbursable hours have been tracked for potential earnings of \$512,500 (68% of approved amount). ETP Systems show 789 trainees have completed the minimum required hours of training (148% of the Estimated Number of Trainees). The Contractor is in the process of collecting additional training records from participating employers, and due to the COVID-19 pandemic, SELACO has submitted a revision request to extend the term end date of this Contract by 90 days. To date, 66 trainees have been retained for approved earnings of \$123,839 (17%). The Contractor anticipates final earnings of at least 75% at the time of project closeout.

PRIOR PROJECTS

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

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
ET19-0268	Statewide	10/01/18 – 09/30/20	\$611,507	\$611,507 (100%)
ET17-0284	Statewide	10/31/16 – 10/30/18	\$949,278	\$923,424 (97%)
ET16-0124	Statewide	08/03/15 – 08/02/17	\$949,346	\$939,776 (99%)

DEVELOPMENT SERVICES

N/A

ADMINISTRATIVE SERVICES

N/A

TRAINING VENDORS

To Be Determined

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

2 - 200 Trainees may receive any of the following:

BUSINESS SKILLS

- Project Management
- Scheduling, Budgeting and Cost Controls
- Managing Resources
- Quality Control
- Time Management
- PERT/Critical Path Charts
- Multicultural Organizations
- Change Management
- Communication Skills
- Customer Service
- Increasing Customer Satisfaction
- Goal Setting
- Planning for Results/Decision Making
- Inventory Control
- Negotiation Techniques
- Increasing Productivity and Quality
- Finance Principles
- Sales Skills

COMMERCIAL SKILLS

- Estimating and Budgeting
- Surveying
- Land Analysis
- Entitlement Documentation
- Blueprint Reading for Building Trades
- Fundamentals of Construction
 - Estimating
 - Bidding
 - Project Management
 - Spreadsheets
- Construction Management
- Project Planning and Control
- Risk Management

COMPUTER SKILLS

- Word Processing, Intermediate and Advanced
- Data Processing, Intermediate and Advanced
- Spreadsheets, Intermediate and Advanced
- Quickbooks, Adobe, Visual Basics, Crystal Reports
- Databases
- Search Engines
- Pivot Tables
- Content Control, Editing

- Queries and Reports
- Cyber Security Issues
- Social Media Marketing
- Address Books, Group Mailings
- Help Desk Support
- Logistics Software
- Project Management Software
- Computer-Aided Design
- Enterprise Resource Planning
- Manufacturing Resource Planning
- Computer Skills for the Construction Trades
- MS Office (Intermediate & Advanced)

CONTINUOUS IMPROVEMENT

- Lean Manufacturing/Operations
- 5-S Work Area Organization
- Six Sigma
- Problem Solving
- Flow Charts, Process Analyses, Cause and Effect
- Decision-Making
- Managing Interactions
- Standard Work and Standard Operations
- Takt Times and Cycle Times
- Setup Time Reduction
- Operation Tools and Kaizen
- Supply Chain Elements and Management
- Costs and Analyses
- Manufacturing Resource Planning
- Scheduling and Planning
- Purchasing and Inventory
- Capacity Management
- Time Management
- Basic Logistics Practices
- Logistics Documentation and Terminology
- Terms of Sale
- Import/Export Process Flow
- Frontline Leadership
- ISO9000-9001/AS9100
 - Quality Management Processes
 - Resource Management Processes
 - Needs Assessment
 - Document Control
 - Communication
 - Monitoring and Measurement
 - Data Analysis
 - Planning
- Applying 5S to Safety
- Workplace Assessment for Safety
- Ergonomics

HAZARDOUS MATERIALS

- Hazardous Materials for Logistics and Goods Transportation
- Environmental Management of Hazardous Materials and Industrial Waste

HAZWOPER

- HAZWOPER

LITERACY SKILLS

- SMART Goals
- Work Flow and Occupations
- Effective Listening Skills
- Basics of Problem Solving
- Communication Skills
- Reading, Writing, and Speaking English
- English Pronunciation
- Work-Related Vocabulary and Terminology

MANAGEMENT SKILLS (Managers/Supervisors only)

- The Lead/Supervisor Role
- Motivating Employees
- Coach and Counseling
- Planning and Controlling
- Decision-Making and Communication Skills
- Understand Work Group Dynamics
- Change Management
- Teambuilding
- Leadership Principles
- Cost Control
- Time Management

MANUFACTURING SKILLS

- Programmable Logic Control
- Manufacturing Resource Planning
- Blueprint Reading
- Gauges and Calibration
- Shop Math
- Tolerances and Variance Calculations
- GD&T
- Data Collection and Tolerances
- Operation of Tools and Kaizen Methods
- Elementary Chemical Knowledge
- Types of Materials/Fire Prevention
- Material Handling/Lifting Devices
- Walking/Working Surfaces
- Machinery and Machine Guarding
- Proper Usage of Hand Tools, Power Tools
- Welding, Cutting and Brazing
- Electrical
- Toxic and Hazardous Materials
- Equipment Maintenance

OSHA 10/30 (Certified OSHA Instructor)

- OSHA 10
- OSHA 30

OTHER TITLES

- Job Retention Skills
- Interpersonal Skills
- Self-Motivation
- Responsibility
- Listening Skills
- Empathy
- Work Ethics
- Work Under Pressure
- Flexibility
- Adaptability
- Decisiveness
- Critical Thinking

Literacy Training cannot exceed 45% of total training hours per-trainee.
Safety Training will be limited to 10% of total training hours per-trainee, excluding HazMat,
OSHA 10/30 and 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: SELACO

CCG No.: ET21-0333

Reference No: 20-0392

Page 1 of 4

ALPHABETIZE BY COMPANY NAME

Company: American Precision Group

Priority Industry? Yes No

Address: 1745 1/2 N. Orangethorpe Park, Suite B

City, State, Zip: Anaheim, CA 92801

Collective Bargaining Agreement(s): N/A

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

Small Business? Yes No

Total # of full-time company employees worldwide: 8

Total # of full-time company employees in California: 8

Company: Applied Technologies Associates, Inc.

Priority Industry? Yes No

Address: 3025 Buena Vista Drive

City, State, Zip: Paso Robles, CA 93446

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 180

Small Business? Yes No

Total # of full-time company employees worldwide: 200

Total # of full-time company employees in California: 200

Company: Dragon Valves, Inc.

Priority Industry? Yes No

Address: 13457 Excesior Drive

City, State, Zip: Norwalk, CA 90650

Collective Bargaining Agreement(s): N/A

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

Small Business? Yes No

Total # of full-time company employees worldwide: 10

Total # of full-time company employees in California: 10

Company: G2NH Holding Inc. dba King Tech EMD & Precision Machining

Priority Industry? Yes No

Address: 1161 N Knollwood Circle

City, State, Zip: Anaheim, CA 92801

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 6

Small Business? Yes No

Total # of full-time company employees worldwide: 11

Total # of full-time company employees in California: 11

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: SELACO

CCG No.: ET21-0333

Reference No: 20-0392

Page 2 of 4

ALPHABETIZE BY COMPANY NAME

Company: K&A Tooling Inc.

Priority Industry? Yes No

Address: 2000 S. Yale St. East

City, State, Zip: Santa Ana, CA 92704

Collective Bargaining Agreement(s): N/A

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

Small Business? Yes No

Total # of full-time company employees worldwide: 10

Total # of full-time company employees in California: 10

Company: King's Hawaiian

Priority Industry? Yes No

Address: 19161 Harborage Way

City, State, Zip: Torrance, CA 90501

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 35

Small Business? Yes No

Total # of full-time company employees worldwide: 344

Total # of full-time company employees in California: 344

Company: Marine Terminals Corporation

Priority Industry? Yes No

Address: 2001 John S. Gibson Blvd.

City, State, Zip: San Pedro, CA 90731

Collective Bargaining Agreement(s): Int'l Assoc. of Machinists and Aerospace Workers District 190, Local 1484

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

Small Business? Yes No

Total # of full-time company employees worldwide: 142

Total # of full-time company employees in California: 142

Company: Mission Microwave Technologies, LLC

Priority Industry? Yes No

Address: 6060 Phyllis Drive

City, State, Zip: Sante Fe Springs, CA 90630

Collective Bargaining Agreement(s): N/A

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

Small Business? Yes No

Total # of full-time company employees worldwide: 70

Total # of full-time company employees in California: 62

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: SELACO

CCG No.: ET21-0333

Reference No: 20-0392

Page 3 of 4

ALPHABETIZE BY COMPANY NAME

Company: Mitsubishi Chemical Carbon Fiber and Companies

Priority Industry? Yes No

Address: 1822 Reynolds Avenue

City, State, Zip: Irvine, CA 92614

Collective Bargaining Agreement(s): N/A

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

Small Business? Yes No

Total # of full-time company employees worldwide: 370

Total # of full-time company employees in California: 310

Company: Mochi Ice Cream

Priority Industry? Yes No

Address: 5563 Alcoa Ave.

City, State, Zip: Vernon, CA 90058

Collective Bargaining Agreement(s): N/A

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

Small Business? Yes No

Total # of full-time company employees worldwide: 104

Total # of full-time company employees in California: 104

Company: Primus Auditing Ops

Priority Industry? Yes No

Address: 1265 Furukawa Way

City, State, Zip: Santa Maria, CA 93458

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 32

Small Business? Yes No

Total # of full-time company employees worldwide: 32

Total # of full-time company employees in California: 32

Company: Pro - Tech Knives, LLC

Priority Industry? Yes No

Address: 1037 S. Melrose St., Unit B

City, State, Zip: Placentia, CA 92870

Collective Bargaining Agreement(s): N/A

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

Small Business? Yes No

Total # of full-time company employees worldwide: 25

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

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: SELACO

CCG No.: ET21-0333

Reference No: 20-0392

Page 4 of 4

ALPHABETIZE BY COMPANY NAME

Company: Scosche Industries, Inc.

Priority Industry? Yes No

Address: 1550 Pacific Avenue

City, State, Zip: Oxnard, CA 93033

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 35

Small Business? Yes No

Total # of full-time company employees worldwide: 173

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

Company: S&J Machining, Inc.

Priority Industry? Yes No

Address: 11622 Markon Drive

City, State, Zip: Garden Grove, CA 92841

Collective Bargaining Agreement(s): N/A

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

Small Business? Yes No

Total # of full-time company employees worldwide: 8

Total # of full-time company employees in California: 8

Company: Tengco, Inc.

Priority Industry? Yes No

Address: 14030 Bolsa Ln.

City, State, Zip: Cerritos, CA 90703

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 13

Small Business? Yes No

Total # of full-time company employees worldwide: 13

Total # of full-time company employees in California: 13

Company: Trio Metal Stamping, Inc.

Priority Industry? Yes No

Address: 15318 East Proctor Avenue

City, State, Zip: City of Industry, CA 91745

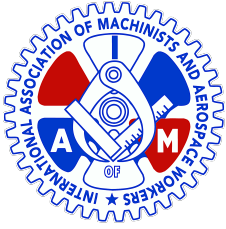
Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 6

Small Business? Yes No

Total # of full-time company employees worldwide: 15

Total # of full-time company employees in California: 15



MACHINISTS AUTOMOTIVE TRADES

International Association of Machinists and Aerospace Workers AFLCIO/CLC

District Lodge No. 190 Local Lodge No. 1484

1261 Avalon Boulevard Wilmington, California 90744

Kevin J. Kucera Area Director Business Representative

(818) 388-9087 Cell (310) 835-6688 Office (310) 835-8715 Fax Email: kkucera@me.com

April 27, 2021

Mr. Reg Javier
Executive Director
Employment Training Panel
1100 J Street
Sacramento, California 95814

RE: Marine Terminals Corporation/Ports America

Dear Mr. Javier

I am writing to you today in representation of the International Associations of Machinists & Aerospace Workers, AFLCIO/CLC, Machinists Automotive Trades District Lodge No. 190, Local Lodge No. 1484.

Specifically, as the Collective Bargaining Agent representing Machinists Automotive Trades Local Lodge No. 1484 members employed by Marine Terminals Corporation/Ports America, I have initiated and coordinated a training plan for my represented employees with Marine Terminals Corporation/Ports America and we are jointly in agreement with the training plan. Marine Terminals Corporation/Ports America has submitted and ETP Certification Statement to the SELACO-WBD.

The Southeast Los Angeles Workforce Development Board has worked closely with this Union and Marine Terminals Corporation/Ports America to develop a comprehensive training plan. Furthermore, Machinists Automotive Trades Local Lodge 1484 concurs with the training proposal for the represented bargaining unit members.

Any restrictions to the support provided which are outside of the specifics of the training plan approved by the Panel are between SELACO-WDB and the International Associations of Machinists & Aerospace Workers, AFLCIO/CLC, Machinists Automotive Trades District Lodge No. 190, Local Lodge No. 1484.

Sincerely,

Kevin J. Kucera
Area Director, Business Representative

cc: Gary Allen, General Vice President, Western Territory
Jim Beno, Directing Business Representative, District No. 190
File

KJK:ls/opeiu#537



Training Proposal for:

American Education Systems Corp dba American College of Healthcare

Contract Number: ET21-0336

Panel Meeting of: June 25, 2021

ETP Regional Office: San Diego

Analyst: C. Clady

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate SET	Industry Sector(s):	MEC (H) Construction (23) Professional, Scientific, Technology (54) Manufacturing (33) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Orange, Los Angeles, Riverside. Imperial, San Bernardino, Ventura	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
\$418,600		\$29,120 8%		\$447,720

In-Kind Contribution:	50% of Total ETP Funding Required	\$225,000
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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 Priority Rate	Computer Skills	76	8-200	0	\$2,460	\$19.12
				Weighted Avg: 100			
2	Retrainee Priority Rate SET	Computer Skills	106	8-200	0	\$2,460	\$26.08
				Weighted Avg: 100			

***Post-Retention Wage is the Contractual Wage**

Minimum Wage by County: Job Number 1: \$19.77 per hour for Los Angeles County; \$19.12 per hour for Orange, Riverside, Imperial, Ventura, and San Bernardino counties.

Job Number 2 (SET/Priority Industry): \$26.08 per hour 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

Up to \$0.76 per hour for Job Number 1 and up to \$2.50 per hour for Job 2 Number may be used to meet the Post-Retention Wage.

Wage Range by Occupation		
Occupation Titles	Post-Retention Wage Range	Estimated # of Trainees
Job Number 1		
Architect' s Assistant		1
		1
		1
CNC programmer		1
		3
Drafter		5
		4
		4
Engineer		16

Engineering Assistant		2
		2
		4
Machinist		3
		3
Technician		3
		3
		3
CAD Designer		2
		2
		7
Architects		6
Job Number 2 SET		
Architect		8
Architect's Assistant		5
CNC Programmer		3
		2
Drafter		8
		11
Engineer		22
Engineering Assistant		4
		7
Machinist		3
		5
Technician		4
		9
CAD Designer		6
		9

INTRODUCTION

Founded in 1993 and headquartered in Laguna Niguel, American Education Systems Corp. dba American College of Healthcare & Technology (ACHT) (www.ach.edu) is a learning institution specializing in Computer-Aided Drafting and Design (CADD) and Building Information Modeling (BIM) technology computer software programs. ACHT will provide retraining to trainees in the fields of engineering, architecture, construction, manufacturing and similar industries. Training, will take place at ACHT's campus locations in Santa Ana and Riverside. In addition, training may be provided at employer sites and through distance learning. Actual training will be determined by the state of COVID -19 pandemic, local rules and employer preferences.

Participating employers include manufacturers training their employees to use software to engineer, design, and produce products of all kinds, including aerospace, medical equipment and electronics. Most of the remainder of the employers are in the building and construction

industries, mostly performing engineering and architectural work. Many of the firms qualify for funding under the ETP out-of-state competition regulation (Job1). Employees of other firms, mostly smaller architectural firms, will be trained under the SET portion of this project (Job 2). The core group of participating employers represent 80% of the planned number to train. The core group of employers include 18 small businesses and one large single employer.

Veterans Program

Although, this project does not include a Veterans component most participating employers recruit and employ Veterans.

Training Agency Certification

Training agency eligibility requires certification by an independent third-party, as required for the type of school and course of study. ACHT is approved by the Bureau for Private Postsecondary Education to provide computer software training

PROJECT DETAILS

This will be ACHT's third ETP contract, and the third within the last five years. Training will be delivered by Instructors who have industry experience. Trainers will train and oversee the trainees as they work on projects as part of the class/lab training. Approximately half of the training is formal classroom instruction, half hands-on laboratory training, including practice in solving work-related problems. Many larger companies in the industry already have adopted the most popular BIM system, Autodesk Revit. This project will focus on training for mid-sized and smaller companies who must also adopt Revit and similar systems to remain competitive.

Traditional CADD systems permit drafters, designers and other professionals to produce plans and working drawings faster and more accurately than the hand drawing systems they replaced. BIM represents a second revolution in the industry. BIM is an intelligent model-based process for design, simulation, visualization, and collaboration in commercial, industrial, and infrastructure projects. Information for all phases of a project is in a single database that supports collaborative work across disciplines and through all phases of a project, including concept development, architectural plans, engineering plans, cost estimating, construction planning and scheduling, actual construction, and building maintenance. The systems also can be used to model and reduce energy usage

ACHT continues to develop the training it offers to remain relevant with the industry sector employers. This proposal includes a revised curriculum that includes the Sketch Up architectural design software. ETP training will enable employers to compete for, win, and then complete new business. ETP-funded training is particularly important for small businesses, which lack internal resources for training in complex software.

Training Plan

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

Computer Skills: Training will be offered to all occupations to improve employee skills and increase efficiencies for participating employers. Training will include various computer platforms including CADD and BIM (Autodesk-Civil 3D, Autodesk-Navisworks, Sketch Up, SOLIDWORKS, Bluebeam). It requires 100 hours of training to complete any of ACHT's CAD or BIM computer software programs listed in the Menu Curriculum.

Special Employment Training

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 at the end of the retention period.

These trainees qualify for the ETP Modified Statewide Average Wage rather than the Statewide Average Hourly Wage. 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. ACHT requests this wage modification from \$34.77 to \$26.08.

Marketing and Support Costs

Marketing for ACHT is conducted via web advertisements, direct mailings, telephone, email and in-person visits. Marketing is also conducted at exhibits held at design, engineering, and manufacturing shows, including two major shows located at the Anaheim and Los Angeles Convention Centers. ACHT marketing for this project is specifically targeted at employers and not potential trainees. Many in-person marketing activities have been suspended during the COVID emergency.

Marketing efforts are followed up to potential participating employers for training provided via ACHT. If a company qualifies for training, a certification statement is provided and enrollment information is completed for participation. Marketing will continue to take place over the duration of the Contract. As a result, ACHT requests, and staff supports, 8% in 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

ACHT has a training plan in place and is ready to begin the training plan upon approval. The Executive Director will oversee this training project and two ACHT staff workers will administer the project. Staff will coordinate all aspects of the project including employer recruitment, employer certification and ETP documentation and reporting. Staff will also be assigned as needed to complete employer assessments, schedule training, and assist with marketing. The Company has also retained the services of a third party subcontractor to assist with the administration of this project.

Trainer Qualifications

Trainers are employees of ACHT with professional experience in the industries participating in this training. Many work concurrently in industry while they serve as trainers. No training will be provided by outside vendors

Tuition Reimbursement

ACHT 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.

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
ET20-0234	\$742,720.00	12/31/19 - 12/30/21	354	262	134

Based on ETP Systems, 28,638 reimbursable hours have been tracked for potential earnings of \$658,674 (87% of approved amount). ACHT has submitted invoices with approved earnings of \$280,586 and another \$195,595 in process. ACHT projects final earnings of 100% based on training currently committed to by employers and in progress through May of 2021.

PRIOR PROJECTS

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

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
ET 19-0179	Statewide	8/6/18-8/5/20	\$550,380	\$538,616 (98%)

DEVELOPMENT SERVICES

ACHT has retained Steve Duscha Advisories in Sacramento to assist with development of this proposal for a flat fee of \$7,500.

ADMINISTRATIVE SERVICES

Steve Duscha Advisories will also 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 & E- Learning

8-200 Trainees may receive any of the following:

COMPUTER SKILLS

Computer aided drafting

- 2D and 3D renderings
- Applications to work projects
- Applying parameters
- Assembly configurations
- Assembly motion modeling and animation
- Bills of material
- Calculations
- Collision/interference detection
- Creating of families of parts
- Dimensioning
- Drawing automation
- Editing
- File Management
- Project organization
- Section creation
- Types of applications
- Updating views
- View creation

Building Information Modeling

- Automation and customization
- Collaboration
- Conceptual design tools
- Construction modeling
- Creating functional designs
- Design options
- File importing and exporting
- Managing schedules
- Material estimates
- Multiple materials modeling
- Parametric components
- Phasing projects
- Principles of modeling
- Printing, model upgrading
- Rendering
- Simulations
- Structural reinforcement
- User interface
- Using bidirectional associativity to show changes throughout the model
- Vault integration

- Visualization
- Working in 3D

Civil 3D

- Create and edit alignments
- Create and edit parcels and print parcel reports
- Create assemblies, corridors and intersections
- Create data shortcuts
- Create grading solutions
- Create gravity fed and pressure pipe networks
- Create points and point groups and work with survey figures
- Create sites, profiles and cross-sections
- Create, edit, view and analyze surfaces
- Perform quantity takeoff and volume calculations
- Use plan production tools to create plan and profile sheets.
- User interface

Navisworks

- Combining 3D geometry from multiple disciplines
- Create 4D construction simulations
- Create interactive animations
- Link task-scheduling files
- Open, review, quantify and run object interference checks
- Renderings
- Review and mark up a model
- Use Animator
- Use Quantification
- Use Scriptor
- Use TimeLiner

SolidWorks

- 3D finite analysis
- 3D photorealistic rendering
- Applying mechanical design to computer design
- Assembly motion modeling and animation
- Bills of material
- Collision/interface detection
- Creation of families of parts
- Dimensioning
- Drawing automation
- Drawing creation
- Generating parts
- Mass properties and calculations
- Rapid prototyping
- Section creation
- Update views
- View creation
- Visualization and rotation of designs

Bluebeam

- Building projects
- Collaboration
- Dashboards
- Field distribution sets
- Industry examples
- Interface
- Management documents
- Markup tools
- Measurement tools
- Measurements
- Modifying and sharing files
- Navigation
- Takeoffs and Estimations

SketchUp

- Advanced features
- Basic features
- Building performance analysis
- Create construction documents
- Customize tools
- Design, document and communicate plans in 3D
- Desktop modelling
- Generate reports
- Interoperability
- Making presentations
- SketchUp objects
- Using extensions
- Visualize plans

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: American Education System Corp
dba American College of Healthcare

CCG No.: ET21-0336

Reference No: 21-0237

Page 1 of 5

ALPHABETIZE BY COMPANY NAME

Company: B&B Associates

Priority Industry? Yes No

Address: 867 Fair Oaks Ave.

City, State, Zip: Pasadena, CA 91103

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 4

Small Business? Yes No

Total # of full-time company employees worldwide: 16

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

Company: Budlong Associates

Priority Industry? Yes No

Address: 315 Arden Ave.

City, State, Zip: Glendale, CA 91203

Collective Bargaining Agreement(s): NA

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

Small Business? Yes No

Total # of full-time company employees worldwide: 63

Total # of full-time company employees in California: 43

Company: Choate Parking Consultants

Priority Industry? Yes No

Address: 16969 Von Karman Ave.

City, State, Zip: Irvine, CA 92606

Collective Bargaining Agreement(s): N/A

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

Small Business? Yes No

Total # of full-time company employees worldwide: 13

Total # of full-time company employees in California: 13

Company: Conco Companies

Priority Industry? Yes No

Address: 13052 Dahlia St.

City, State, Zip: Fontana, CA 92337

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 15

Small Business? Yes No

Total # of full-time company employees worldwide: 1,839

Total # of full-time company employees in California: 1,397

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: American Education System Corp
dba American College of Healthcare

CCG No.: ET21-0336

Reference No: 21-0237

Page 2 of 5

ALPHABETIZE BY COMPANY NAME

Company: D'Leon Consulting Engineers

Priority Industry? Yes No

Address: 3605 Long Beach Blvd.

City, State, Zip: Long Beach, CA 90807

Collective Bargaining Agreement(s): N/A

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

Small Business? Yes No

Total # of full-time company employees worldwide: 15

Total # of full-time company employees in California: 15

Company: Donald F. Dickerson Associates

Priority Industry? Yes No

Address: 18425 Burbank Blvd.

City, State, Zip: Tarzana, CA 91356

Collective Bargaining Agreement(s): N/A

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

Small Business? Yes No

Total # of full-time company employees worldwide: 26

Total # of full-time company employees in California: 26

Company: Gammalux Lighting Systems

Priority Industry? Yes No

Address: 248 E. Arrow Highway

City, State, Zip: San Dimas, CA 91773

Collective Bargaining Agreement(s): N/A

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

Small Business? Yes No

Total # of full-time company employees worldwide: 38

Total # of full-time company employees in California: 37

Company: Grey Mountain Concrete

Priority Industry? Yes No

Address: 13121 S Normandie Ave.

City, State, Zip: Gardena, CA 90249

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 6

Small Business? Yes No

Total # of full-time company employees worldwide: 14

Total # of full-time company employees in California: 14

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: American Education System Corp
dba American College of Healthcare

CCG No.: ET21-0336

Reference No: 21-0237

Page 3 of 5

ALPHABETIZE BY COMPANY NAME

Company: Hernandez, Kroone & Associates

Priority Industry? Yes No

Address: 234 Est Drake Dr.

City, State, Zip: San Bernardino, CA 92408

Collective Bargaining Agreement(s): N/A

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

Small Business? Yes No

Total # of full-time company employees worldwide: 12

Total # of full-time company employees in California: 12

Company: K2D Consulting Engineers

Priority Industry? Yes No

Address: 13465 Beach Ave.

City, State, Zip: Marina Del Rey, CA 90292

Collective Bargaining Agreement(s): N/A

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

Small Business? Yes No

Total # of full-time company employees worldwide: 10

Total # of full-time company employees in California: 10

Company: Lewis Ross Associates

Priority Industry? Yes No

Address: 9401 Reseda Blvd.

City, State, Zip: Northridge, CA 91324

Collective Bargaining Agreement(s): N/A

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

Small Business? Yes No

Total # of full-time company employees worldwide: 10

Total # of full-time company employees in California: 10

Company: MNS Engineering

Priority Industry? Yes No

Address: 1600 Sawtelle Blvd.

City, State, Zip: Los Angeles, CA 90025

Collective Bargaining Agreement(s): N/A

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

Small Business? Yes No

Total # of full-time company employees worldwide: 9

Total # of full-time company employees in California: 9

Participating Employers in Retrainee Multiple Employer Contracts

Self-reported listing of potential employers participating in the contract

Contractor's Name: American Education System Corp
dba American College of Healthcare

CCG No.: ET21-0336

Reference No: 21-0237

Page 4 of 5

ALPHABETIZE BY COMPANY NAME

Company: NAI Consulting Engineers

Priority Industry? Yes No

Address: 28048 Grayton Dr.

City, State, Zip: Valencia, CA 91355

Collective Bargaining Agreement(s): N/A

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

Small Business? Yes No

Total # of full-time company employees worldwide: 15

Total # of full-time company employees in California: 15

Company: OED (Optimum Energy Design)

Priority Industry? Yes No

Address: 5200 E La Palma Ave.

City, State, Zip: Anaheim, CA 92807

Collective Bargaining Agreement(s): N/A

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

Small Business? Yes No

Total # of full-time company employees worldwide: 23

Total # of full-time company employees in California: 23

Company: Pacific Advanced Civil Engineering

Priority Industry? Yes No

Address: 17520 Newhope St.

City, State, Zip: Fountain Valley, CA 92708

Collective Bargaining Agreement(s): N/A

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

Small Business? Yes No

Total # of full-time company employees worldwide: 77

Total # of full-time company employees in California: 69

Company: STO Design Group

Priority Industry? Yes No

Address: 2500 Redhill Ave.

City, State, Zip: Santa Ana, CA 92705

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 4

Small Business? Yes No

Total # of full-time company employees worldwide: 7

Total # of full-time company employees in California: 7

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: American Education System Corp
dba American College of Healthcare

CCG No.: ET21-0336

Reference No: 21-0237

Page 5 of 5

ALPHABETIZE BY COMPANY NAME

Company: Urban Arena

Priority Industry? Yes No

Address: 3195 Red Hill Ave.

City, State, Zip: Costa Mesa, CA 92626

Collective Bargaining Agreement(s): N/A

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

Small Business? Yes No

Total # of full-time company employees worldwide: 45

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

Company: Vic's Air Conditioning & Electric

Priority Industry? Yes No

Address: 357 E. 5th St.

City, State, Zip: Holtville, CA 92250

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 3

Small Business? Yes No

Total # of full-time company employees worldwide: 32

Total # of full-time company employees in California: 32

Company: W&W Land Design Consultants

Priority Industry? Yes No

Address: 2335 W Foothill Blvd.

City, State, Zip: Upland, CA 91786

Collective Bargaining Agreement(s): N/A

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

Small Business? Yes No

Total # of full-time company employees worldwide: 12

Total # of full-time company employees in California: 12



Training Proposal for:

Centers For Equity and Success, Inc. dba Success Centers

Contract Number: ET21-0331

Panel Meeting of: June 25, 2021

ETP Regional Office: San Francisco Bay Area

Analyst: R. Jackson

PROJECT PROFILE

Contract Attributes:	SET New Hire Priority Rate Multiple Barriers	Industry Sector(s):	MEC (H) Construction (23) Services (61,71,72,81,92) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	San Francisco, San Mateo, and Alameda	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
\$203,550		\$19,529 12%		\$223,079

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 Multiple Barriers	Computer Skills, Commercial Skills, OSHA 10, Job Readiness Skills	59	8-260	0	\$3,781	\$18.00
				Weighted Avg: 150			

***Post-Retention Wage is the Contractual Wage**

Minimum Wage by County: \$17.39 per hour for San Francisco, Alameda, and San Mateo 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

Wage Range by Occupation		
Occupation Titles	Post-Retention Wage Range	Estimated # of Trainees
Construction Worker		15
		15
Computer Support Worker		14
		15

INTRODUCTION

Centers for Equity and Success, Inc. dba Success Centers (Success Centers) (<https://successcenters.org/>) was founded by Superior Court Judges in 1983 to provide education and employment opportunities to youth in San Francisco's juvenile detention facilities. Success Centers offers vocational training, job search, counseling, and job placement. Headquartered in San Francisco, it also operates in San Mateo and Alameda counties. Success Centers serves marginalized members of the community, mostly young people ages 16–24. More than 95% are low-income and nearly 90% are people of color with the majority being African American and Latino. Many must overcome community violence, undiagnosed disabilities, and more. ETP training will be delivered at Success Centers' San Francisco and Oakland offices.

Since 2013, Success Centers has grown nearly 600 percent by merging with and acquiring like-minded organizations including Each One Reach One, The Imagine Bus Project, Asian Neighborhood Design, Project Reconnect, and Youth for Service. Success Centers merged with Asian Neighborhood Design, Inc. who previously contracted with ETP. Consequently, this will be Success Centers sixth ETP Contract, and its fifth in the last five years.

Success Centers has a long demonstrated history of recruiting employers to hire its graduates. Employers in construction and computer/technical services are reportedly being arranged to participate. Success Centers reports a 90% placement rate, while being placed into jobs with a wage of \$18 per hour or above for its estimated 85% of annual graduates. In this proposal, it is requesting ETP funds to train 59 (New Hire) trainees primarily to become (entry-level) Construction Workers and Computer Support Workers within the Information Technology (IT) sector's related fields.

Veterans Program

Although a Veterans component is not included in this project, Success Centers partners with the Employment Development Department (EDD) to serve clients including veterans. EDD operates its main office in close proximity to the Company's headquarters. EDD has a veteran's program via its Workforce Services Branch that refers eligible trainees to Success Center's programs.

PROJECT DETAILS

Many San Francisco (SF) Bay Area employers have a shortage of workers for skilled, entry-level jobs due to a resilient job market. Success Centers' clients lack the necessary skills to meet minimum job qualifications in the SF Bay Area. To address this challenge, Success Centers launched ambitious programs in construction and IT, which are included in this proposal for ETP funding.

Construction Demand

According to Success Centers, EDD reports project more than one million new jobs in construction-industry occupations from 2018–2028.

IT Demand

The IT sector is anticipated to grow by 10% (450,000 new jobs) from 2018–2028. The median salary is \$53,470 according to the Bureau of Labor Statistics Occupational Outlook's report.

Training Plan

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

Other Titles (Job Readiness Skills): Training will be offered to all occupations on courses like Working with Others, Resume Building and Winning a Job offer.

Computer Skills: This training is offered to Computer Support Workers on topics such as HTML Coding, Linux, and CSS Coding to prepare for entry-level jobs in the IT field while also resulting in certifications that make the candidates more desirable by employers.

Commercial Skills: This training will be offered to Construction Workers on topics such as Roofing, Painting, and Energy Efficiency to gain necessary skills to apply for entry-level positions and to potentially apply to apprenticeship programs to gain further skills in the building trades.

Certified Safety Training

1. OSHA 10. This training is a series of courses "bundled" by industry sector and occupation. It consists of 10 hours of classroom or CBT training. The coursework is geared to construction work, 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.

Special Employment Training (SET) / Multiple Barriers (New Hire)

Under SET, 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.

Note: Contractor must pre-screen trainees to determine their eligibility prior to enrolling trainees. Barriers must be identified and kept on file with the Contractor. Contractor must demonstrate training will help trainees address the identified barriers.

SET (New Hire) trainees are subject to earn the ETP New Hire Minimum Wage by county rather than the Statewide Average Hourly Wage.

Retention Modifications

➤ Retention Modification

The Panel may modify the retention period for these trainees, making it satisfied by employment of at least 90 days, out of 120 consecutive days with up to three employers. Incidental placement with public and non-profit entities is permissible, not to exceed 25% of the total number of trainees retained in employment. Success Centers requests this retention modification.

Impact/Outcome

ETP training delivered in this project will lead to trainees earning the following certifications:

- OSHA 10 Certification from US Department of Labor (30 trainees)
- IT Certifications from Computer Technology Industry Association (29 trainees)

Marketing and Support Costs

Success Centers advertises its programs through direct mail, publishes marketing materials and launches social media campaigns to recruit trainees. In addition, Success Centers' program staff conducts marketing of its programs by engaging with businesses leaders in the SF Bay Area. Success Centers also markets its programs through outreach to nonprofit and community partners including Booker T. Washington Community Service Center, Department of Public Works, and more. It partners with over 300 employers, nonprofits, and government agencies whom refer and frequently hire participants. Therefore, it requests and ETP staff recommends 12% support costs for this New Hire 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

Success Centers' Chief Executive Officer (dedicated administrator) will oversee the project, and two Program Managers will also provide administrative oversight. The Company's Chief Operating Officer and an administrative consultant- Steve Duscha Advisories will coordinate all ETP-training requirements. Training will be internally delivered three 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 Bureau of Private Postsecondary Education (BPPE).

Success Centers is eligible as a training agency based on the following:

- Certification by OSHA (US Department of Labor) and Computing Technology Industry Association
- Approval for WIOA funding
- Successful past performance with ETP (see Prior Project table)

Tuition Reimbursement

Success Centers 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.

Union Support

Construction occupations may be represented by unions. The contractor agrees to supply a letter from (any and all) unions in support for this training project, once a Certification Statement is being submitted that is found to include any unionized job classification offer to placed (New Hire) trainees by the Participating Employer(s).

Alternate Recordkeeping

Success Centers is using an alternative recordkeeping (ARK) method approved under the COVID-19 Response Plan. ETP staff has reviewed and approved the ARK method being requested during its last contract, which was a COVID Pilot project.

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
ET21-0259	\$200,000	3/1/2021– 2/28/2023	100	0	0

Based on ETP systems, 0 reimbursable hours have been tracked for potential earnings of \$0 (0% of approved amount).

PRIOR PROJECTS

The following table summarizes performances by Success Centers under ETP Contracts that were completed within the last five years:

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
ET18-0129	San Francisco	9/25/2017– 9/24/2019	\$195,330	\$195,330 (100%)
*ET16-0238	San Francisco	11/16/2015– 11/15/2017	\$193,620	\$137,673 (71%)

*ET16-0238 underperformed because of difficulty tracking initial and follow-up trainee placements from extremely disadvantaged backgrounds. The Contractor believes this problem was resolved when management was turned over to Success Centers from Asian Neighborhood Design, Inc. during the following contract.

DEVELOPMENT SERVICES

Success Centers retained Steve Duscha Advisories in Sacramento to assist with development of this proposal for a flat fee of \$7,500.

ADMINISTRATIVE SERVICES

Success Centers also retained Steve Duscha Advisories 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**

8–260

COMMERCIAL SKILLS

- Building Performance
- Clean Energy
- Construction Concepts
- Construction Math
- Deconstruction
- Drywall and Trim Installation
- Efficient Use of Natural Resources
- Energy Efficiency
- Green Collar Careers
- Hanging Doors and Windows
- Layout, Cutting Bending, and Tying Rebar
- Light Electrical Wiring
- Overview of OSHA Safety Practices
- Painting
- PV Panel Installation
- Reading Plans
- Recycling
- Renewable Resources and Non-Toxic Materials
- Roof and Stair Framing
- Roofing
- Shear Wall Sheathing
- Sustainability
- Theory, Design and Operation of Photovoltaic Systems
- Traditional and Advanced Platform Framing
- Weatherization
- Weatherization Concepts

COMPUTER SKILLS

- Application Security Support
- Blockchain
- Coding fundamentals
- CompTIA IT fundamentals
- CSS Coding
- HTML Coding
- Identify and Protect Against Security Vulnerabilities
- Identifying, Using, and Connecting Hardware Components and Devices
- Installing and Configuring Laptops and Other Mobile Devices
- JavaScript
- Linux
- Mac Operating System
- Mobile Operating Systems
- Network infrastructure
- Network Operations

- Network Security
- Network Troubleshooting and Tools
- Network Types and Connections
- Networking Concepts
- Operational Best Practices
- Social Media Management
- TCP/IP, WIFI, and SOHO Networks
- Troubleshooting PC and Mobile Device Issues

JOB READINESS SKILLS

- Basic Computer Literacy
- Career Planning & Assessment
- Financial Literacy
- Handling Difficult Situations
- Job Expectations
- Networking
- On-Line Applications
- Personal Financial Records & Planning
- Presentation / Appearance
- Resume Building
- Winning a Job Offer
- Working with Others

OSHA 10 (OSHA-Certified Trainer)

- OSHA 10

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

Note: Reimbursement for New Hire training is capped at 260 total-training hours per trainee.



Training Proposal for:

The Corporation for Manufacturing Excellence (Manex)

Contract Number: ET21-0343

Panel Meeting of: June 25, 2021

ETP Regional Office: San Francisco Bay Area

Analyst: S. Wang

PROJECT PROFILE

Contract Attributes:	Priority Rate Retrainee SB <100	Industry Sector(s):	MEC (H) Manufacturing (E) Aerospace Related Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Northern California	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
\$373,980		\$26,016 8%		\$399,996

In-Kind Contribution:	50% of Total ETP Funding Required	\$200,000
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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 Priority Rate	Business Skills, Computer Skills, Cont. Imp., Mgmt. Skills, Mfg. Skills, Literacy Skills	94	8-200	0	\$984	\$19.12
				Weighted Avg: 40			
2	Retrainee Priority Rate SB <100	Business Skills, Computer Skills, Cont. Imp., Mgmt. Skills, Mfg. Skills, Literacy Skills	250	8-200	0	\$1,230	\$19.12
				Weighted Avg: 50			

***Post-Retention Wage is the Contractual Wage**

Minimum Wage by County: Job Numbers 1 & 2: \$20.86 per hour in Alameda, Marin, San Francisco, San Mateo, and Santa Clara counties; \$20.79 per hour in Contra Costa County; and, \$19.12 per hour in 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 of up to \$2.50 to meet the Post-Retention Wage.

Wage Range by Occupation		
Occupation Titles	Post-Retention Wage Range	Estimated # of Trainees
Job Number 1		
Engineering Staff		24
Front Office Staff		5
		10
		5
Product/Quality Staff		5
		5
		10
Managers/Supervisors		20
Support Staff		2
		5
		3
Job Number 2		
Engineering Staff		27
Front Office Staff		5
		10
		5

Production/Quality Staff		50 65 28
Managers/Supervisors		43
Owners	N/A	5
Support Staff		5 5 2

INTRODUCTION

Founded in 1995 and headquartered in San Ramon, The Corporation for Manufacturing Excellence (Manex) (www.manexconsulting.com) provides business improvement services to manufacturers. These services include corporate strategy, innovation, strategic planning, marketing, sales training and development, Lean manufacturing, supply chains and logistics, Six Sigma, ISO processes, performance management and systems implementation including ERP readiness, change management and program management.

Manex provides training to companies that manufacturer aircraft parts, machine shops, sewn products, wood, food and food processors, high-tech medical devices, PC-boards, and satellite and consumer-electronics. Additionally, Manex is partnered with the National Institute of Standards and Technology, Manufacturing Extension Partnership, and Regional Operations Center whose goal is to work with small to mid-size companies by providing business assistance and training with the goal of retaining businesses and jobs in California.

This will be Manex's seventh ETP Contract, and its fifth in the last five years. Previous training was provided to various small and mid-sized companies of different industry sectors. In its current 2019-2021 Contract, Manex's training program delivery continued during the COVID pandemic with only a small portion of our hours shifting to remote or virtual. Manex provided free COVID-19 reopening coaching for many critical manufacturing businesses including numerous food, aerospace, automotive, and medical-device manufacturers.

Veterans Program

Even though Manex is not including a separate Veterans' Job Number, its participating employers (PE) actively recruit veterans for training by contacting Concord's Veterans Affairs Center for leads.

PROJECT DETAILS

Training in this proposal will be similar to its prior projects. Several PEs (particularly the small businesses) will continue to expand its workforces. Some of the PEs will receive training for the first time. Employees have new responsibilities and must be trained in process improvement to increase productivity and business efficiencies, learn to eliminate waste, and enhance competitiveness. The majority of the training will be conducted at PEs' facilities.

Training Plan

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

Business Skills: Training will be offered to all occupations and include Budget Analysis, Business Plans, Strategic Planning and Selling/Serving the Customer. This gives trainees the skills needed to provide quality customer service to internal and external customers.

Computer Skills: Training for all occupations will improve skills in software systems, computer-aided design software programs, enterprise manufacturing management, database applications, and web-site development and maintenance.

Continuous Improvement: Training will be offered to all occupations and include Assessment Principles, Creative/Innovative Thinking Skills, Developing Solutions and Interpersonal Skills. This will help increase efficiency and lower operating costs.

Literacy Skills: Training will be offered to any trainee that needs basic skills to perform their jobs or to fully participate in the training programs. Course topics would include VESL – Comprehension and Oral Skills, Basic Writing Skills, and Basic Math. Training will improve employee teamwork, communication and productivity.

Management Skills: Training will be offered to Managers/Supervisors and Owners and include Coaching/Feedback, Conflict Management, Facilitation Skills and Motivation/Reinforcement. This will improve communication and provide leadership enabling trainees to become effective leaders within their departments.

Manufacturing Skills: Training will be offered to Managers/Supervisors, Production/Quality and Engineering Staff and include Assembly Operations, Automated Equipment and Equipment/Preventive Maintenance. This will ensure that production processes are streamlined resulting in timely delivery, cost savings, and reduction in waste.

Impact/Outcome

Manex assists manufacturers by preparing for certification programs such as ISO Certification, Quality Standards, and Safe Quality Food certifications of completion. Manex will provide training to its PEs that leads to certification. These certifications and/or product diversification often lead to new markets and increased sales, which help companies grow and provide workforce stability.

Commitment to Training

PEs' internal training programs will continue to provide job-specific and organization-wide training related to initial on-boarding, orientation, company policies, machine specific training, process training, general health and safety training, and basic manufacturing skills specific to its operations. ETP-funded training will improve operational performance and support increased manufacturing competitiveness. 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

Manex's Vice President of Client Services (dedicated administrator) conducts needs' assessments at its clients' facilities. A Client Services Representative is responsible for ensuring each PE meets ETP's guidelines, enrolls and enters data into ETP's online systems, reviews rosters for completeness, conducts invoicing, and reviews plan updates. Every Manex trainer will be responsible for training delivered, collecting rosters, and providing the rosters to the Client Services Representative.

Trainer Qualifications

Training will be provided by in-house experts and vendors as needed. Trainers have a wide range of certifications including Certified Manager of Organizational Excellence, ISO Lead Auditor, HACCP Food Safety, Registered FDA Food Safety Professional, Registered USDA Food Safety Professional, Certified Quality Engineer, Project Management Professional, Institute of Coaching Professional, Lean Six Sigma Black Belt, Lean Six Sigma Master Black Belt, and Design for Six Sigma Master. Training will be delivered by trainers who are professionally qualified to deliver specific content required to meet employee-development needs.

Marketing and Support Costs

Manex is actively involved with various community organizations such as economic-development partners, cities, chambers of commerce, colleges, and business groups. Manex's staff also sponsors seminars and conferences throughout Northern California promoting changes and advancements in training opportunities for manufacturers. Thus, Manex requests and staff recommends an 8% support cost for help with recruitment and marketing efforts required to secure PEs.

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.

Recordkeeping

Manex will use an alternate recordkeeping method approved under the COVID-19 Response Plan.

ACTIVE PROJECTS

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

Contract No.	Approved Amount	Term	No. Trainees (Estimated)	No. Completed Training	No. Retained
ET21-0214	\$200,000	12/20/20 – 12/19/22	100	0	0
ET20-0105	\$749,808	7/1/19 – 6/30/21	674	400	400

ET21-0105 - Based on ETP systems, 0 reimbursable hours have been tracked for potential earnings of \$200,000 (0% of approved amount). The Contractor projects final earnings of 100% based on training currently committed to by employers and in progress through December 2021.

ET20-0105 - Based on ETP systems, 30,411 reimbursable hours have been tracked for potential earnings of \$748,110.60 (99% of approved amount). The Contractor projects final earnings of 99% based on training currently committed to by employers and in progress through June 2021.

PRIOR PROJECTS

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

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
ET18-0113	Statewide	7/1/17 – 6/30/19	\$948,775	\$948,775 (100%)
ET16-0147	Statewide	9/8/15 – 9/7/17	\$949,768	\$887,901 (94%)

DEVELOPMENT SERVICES

N/A

ADMINISTRATIVE SERVICES

N/A

TRAINING VENDORS

Custom Solutions Inc. of Danville will provide Continuous Improvement training for a fee of \$10,000.

Gemba Quality Consulting of Fairfield will provide Continuous Improvement training for a fee of \$60,000.

GroupsOf3 Consulting of Milpitas will provide Continuous Improvement training for a fee of \$60,000.

Glenn Slusher of San Jose will provide Continuous Improvement training for a fee of \$70,000.

Other trainers will be identified for ETP record-keeping purposes, as they are retained.

Exhibit B: Menu Curriculum

Class/Lab/E-Learning Hours

8-200

Trainees may receive any of the following:

BUSINESS SKILLS

- Budget Analysis
- Business Plans
- Business Strategies
- Communication Skills
- Computer/Internet Applications in Business
- Change Management
- Customer Service
- Developing Sales Strategies
- Developing Marketing Strategies
- Excel – Intermediate Skills
- Excel – Advanced Skills
- ERP/MRP Readiness
- ERP/MRP System Implementation
- Export Tech
- Inventory Control
- Listening Skills
- Materials Management
- Marketing for Small/Medium-Sized Manufacturers:
 - Evaluating Marketing Effectiveness
 - Marketing Concepts
 - Marketing Techniques
 - Practical Marketing Applications
- Negotiating Skills
- New Product Introduction
- Project Management Techniques
- Relationship Building for Small/Medium-Sized Manufacturer
- Business Administration for Small/Medium-Sized Manufacturing
- Selling/Serving the Customer
- Strategic Planning
- Strategic Sourcing
- Total Cost of Ownership
- Sustainability
- Technical Writing

COMPUTER SKILLS

- Accounting Systems
- CAD/CAM/CAE
- CNC
- Computer-Based/Web-Based Training Systems
- Communications Systems
- Database Management
- Desktop Publishing
- Digital Entertainment Systems
- Graphics

- ERP/MRP Systems
- Internet
- Payroll Systems
- Presentation
- Programming
- Publishing
- Spreadsheets
- Telecommuting
- Website Development and Maintenance
- Word Processing

CONTINUOUS IMPROVEMENT

- Assessment Principles
- Audit Principles
- American Institute of Baking (Quality Standards)
- Basic Quality Tools
- Benchmarking Principles
- Good Manufacturing Practices
- Communication Skills
- Continuous Improvement Skills
- Creative/Innovative Thinking Skills
- Creative Problem-Solving Skills
- Decision-Making Skills
- Defining Problems
- Design for Manufacturing Assembly
- Design of Experiments
- Developing Action Plans
- Developing Solutions
- Effective Meetings
- Effective Teams
- Effective Writing
- Empowerment Processes
- Food Safety/Food Quality Systems/SFMI/AIB
- Hazardous Assessment Critical Control Point
- Implementation Skills
- Interpersonal Skills
- Interpreting & Analyzing Data
- ISO
- Just-in-Time Production (JIT)
 - Cycle-Time Reduction
 - Cycle-Time Management
 - Developing JIT
 - Evaluating JIT
 - Implementing JIT
 - Organizing JIT
 - JIT Principles
 - JIT Production
- Lean Manufacturing
- Leadership Skills
- Manufacturing Excellence

- Monitoring the Process
- Presentation Skills
- Process Control Principles
- Process Control Capabilities
- Process Improvement
- Process/Product Handling
- Production Scheduling
- Production Operations/Workflow
- Root Cause Analysis
- Self-Directed Work Teams
- Situation/Problem Analysis
- Statistical Process Control (SPC):
 - Data Collection
 - Design for Manufacturing Assembly
 - Design of Experiments
 - Developing SPC
 - Documenting Processes
 - Evaluating SPC
 - Failure Mode Effects Analysis
 - Five S Principles
 - Graphing
 - Implementing SPC
 - Kaizen Principles
 - Kanban Principles
 - Key Process Indicators
 - Lean Manufacturing Principles
 - Organizing SPC
 - Root Cause Analysis
 - SPC Concepts, Theory & Application
 - SPC Tools
 - Six Sigma
 - Statistical Techniques
 - Taguchi Methods
 - Variation/Process Control
 - Validation
- System Analysis
- System Strategies
- Taguchi Methods: Design of Experiments
- Team Building/Problem Solving:
 - Building Teams
 - Communication
 - Creative/Innovative Thinking
 - Decision Making
 - Developing Action Plans
 - Developing Solutions
 - Effective Teams
 - Empowerment Process
 - High Performance Work Teams
 - Leadership
 - Practical Problem Solving
 - Self-Directed Work Teams
 - Team Concepts

- Team Building
- Teamwork in an Empowered Workforce
- Total Quality Management (TQM):
 - Audit Planning
 - Basic Quality Tools
 - Benchmarking
 - Business Process Improvement Change Process
 - Change Acceleration Process
 - Continuous Improvement
 - Creative Problem Solving/Innovation
 - Creative / Innovative Thinking
 - Developing TQM
 - Evaluating TQM
 - Implementing TQM
 - Organizing TQM
 - Quality Concepts
 - TQM Strategies
- Train-the-Trainer
- Value Stream Mapping
- Variation/Process Control

MANAGEMENT SKILLS (Managers/Supervisors/Owners Only)

- Coaching/Feedback
- Communication Skills
- Conflict Management
- Decision Making Problem Solving
- Developing Teams
- Effective Meetings
- Effective Writing
- Facilitation Skills
- Finance for Small/Medium-Sized Manufactures
- Leadership/Management Development
- Managing Change
- Managing Customer Service (Internal & External)
- Managing Innovation
- Marketing for Small/Medium-Sized Manufacturers
- Motivation/Reinforcement
- Performance Management
- Project Management
- Strategic Planning

MANUFACTURING SKILLS

- Air Filtration/Clean Room
- Assembly Operations
- Assembly Automation Integration
- Assembly & Surface Mount
- Automated Equipment
- Autonomous Robots
- Bagging Machines
- Bio-Science Manufacturing
- Blueprint Reading

- Clean and Green Technology
 - Introduction of Green Manufacturing Practices
 - Manufacturing of Green Technologies and Products
 - Solar, Wind, Alternative Energy
- Computer-Aided Design
- Computer-Aided Engineering
- Computer-Aided Manufacturing
- Computer Numeric Control
- Cellular Manufacturing
- Chemistry
- Computer Electronics
- Cybersecurity
- Cycle Time Reduction
- Cutting/Sewing
- Electro Static Discharge
- Electronics
- Electronic Assembly Workmanship
- Equipment Operations
- Equipment/Preventive Maintenance
- Enterprise Resource Planning
- Facilities Management
- Fabric/Garment Manufacturing Skills
- Food Processing
- Fork Lift Training
- Five S Principles
- Good Manufacturing Practices
- Guided Vehicles
- Hazardous Assessment Critical Point (Food Safety)
- Handling Changes
- Inventory Control
- Intelligent processes
- International Standards Organization Certification
- Kaizen Principles
- Kanban Principles
- Layout
- Lean Manufacturing Principles
- Machining
- Machine Trades
- Maintenance Mechanic Overview Level 1
- Maintenance Mechanic Overview Level 2
- Machine Tool Technology
- Manufacturing Processes
- Meeting Customer Expectations (Internal/External)
- Metrology/Geometric Dimensioning & Tolerances
- Mounts
- Manufacturing Resource Planning
- Optimal Operating Methods
- Physics
- Pneumatics/Hydraulics
- Presses/Pressing

- Production Techniques
- Programmable Logic Controllers
- Quality
- Re-Engineering Concepts
- Refrigeration/Heating
- Root Cause Analysis
- Sequencing Sewing Operations
- Set Up Reduction
- Sew Engineering/Setting Piece Rates
- Sew Trainer
- Shipping/Receiving
- Shop Skills – Drawing, Measurement and Instrumentation
- Simulation Modeling/Virtualization
- Soldering Skills
- Special Machines/Inspections
- Statistics Skills for Operations
- Surface Mount Technology
- Technical Training
- Total Productive Manufacturing
- Total Quality Management
- Training Within Industry
- Understanding Product Specs/Drawings
- Value Stream Mapping
- Warehouse Operations/Distribution
- Welding
- Work Measurement
- Workflow
- World Class Manufacturing Principles

LITERACY SKILLS

- VESL
 - Comprehension Skills:
 - Communicating Common Work-Related Instructions
 - Equipment Operation Language
 - Job Related Vocabulary & Phrases
 - Multi-Cultural Communication
 - Shop Floor Language
 - SPC Language
 - Understanding Common Work-Related Instructions
 - Understanding Schematics Used on the Job
 - Oral Skills:
 - Basic Grammatical Structure
 - Presentation Skills
 - Pronunciation
 - Vocational Vocabulary and Phrases
- Basic Writing Skills
- Completing Job-Related Forms
- Computer Skills
- Reading Comprehension

- Basic Math:
 - Applying Math to Job Functions
 - Fundamentals of Mathematics

Literacy Training cannot exceed 45% of total-training hours per-trainee
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.

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: The Corporation for Manufacturing Excellence (Manex) CCG No.: ET21-0343
Reference No: 21-0486 Page 1 of 6

ALPHABETIZE BY COMPANY NAME

Company: A1-Jays Machining	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 2288 Oakland Road	
City, State, Zip: San Jose, CA 95131	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 10	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 75	
Total # of full-time company employees in California: 75	
Company: All Power Lab	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 1010 Murray Street	
City, State, Zip: Berkeley, CA 94710	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 20	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 24	
Total # of full-time company employees in California: 24	
Company: Bay Associates	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 46840 Lakeside	
City, State, Zip: Fremont, CA 94538	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 10	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 500	
Total # of full-time company employees in California: 85	
Company: E-Fab	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 1075 Richardson Avenue	
City, State, Zip: Santa Clara, CA 95050	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 20	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 20	
Total # of full-time company employees in California: 20	

Participating Employers in Retrainee Multiple Employer Contracts

Self-reported listing of potential employers participating in the contract

Contractor's Name: The Corporation for Manufacturing Excellence (Manex)	CCG No.: ET21-0343
Reference No: 21-0486	Page 2 of 6

ALPHABETIZE BY COMPANY NAME

Company: Elcon Precision	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 1009 Timothy Drive	
City, State, Zip: San Jose, CA 95133	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 15	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 23	
Total # of full-time company employees in California: 23	
Company: Expedite Precision Works	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 931 Berryessa Road	
City, State, Zip: San Jose, CA 95133	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 10	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 35	
Total # of full-time company employees in California: 35	
Company: Extron, Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 496S. Abbot Avenue	
City, State, Zip: Milpitas, CA 95035	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 15	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 125	
Total # of full-time company employees in California: 125	
Company: Gyrus (Olympus America)	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 2400 Ringwood Avenue	
City, State, Zip: San Jose, CA 95131	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 15	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 5,000	
Total # of full-time company employees in California: 550	

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: The Corporation for Manufacturing Excellence (Manex)	CCG No.: ET21-0343
Reference No: 21-0486	Page 3 of 6

ALPHABETIZE BY COMPANY NAME

Company: Heath Ceramics	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 400 Gate Five Road	
City, State, Zip: Sausalito, CA 94965	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 20	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 85	
Total # of full-time company employees in California: 85	
Company: Integrated Optical Services	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 3150 Molinaro Street	
City, State, Zip: Santa Clara, CA 95054	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 10	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 28	
Total # of full-time company employees in California: 28	
Company: Kalman Manufacturing, Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 780 Jarvis Drive, Suite 150	
City, State, Zip: Morgan Hill, CA 95037	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 20	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 35	
Total # of full-time company employees in California: 35	
Company: Kreysler & Associates, Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 501 Green Island Road	
City, State, Zip: American Canyon, CA 94503	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 25	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 80	
Total # of full-time company employees in California: 80	

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: The Corporation for Manufacturing Excellence (Manex) CCG No.: ET21-0343
Reference No: 21-0486 Page 4 of 6

ALPHABETIZE BY COMPANY NAME

Company: Luminous Device Technologies	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 3030 Kenneth Street	
City, State, Zip: Santa Clara, CA 95054	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 10	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 20	
Total # of full-time company employees in California: 20	
Company: Mathews Mechanical (Adonai Enterprises)	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 7752 Enterprise Road	
City, State, Zip: Newark, CA 94568	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 10	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 35	
Total # of full-time company employees in California: 35	
Company: Mizuho Orthopedic Services, Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 30031 Ahern Avenue	
City, State, Zip: Union City, CA 94587	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 10	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 277	
Total # of full-time company employees in California: 277	
Company: My Heat Sinks	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 3167 Independence Drive	
City, State, Zip: Livermore, CA 94551	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 5	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 5	
Total # of full-time company employees in California: 5	

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: The Corporation for Manufacturing Excellence (Manex) CCG No.: ET21-0343
Reference No: 21-0486 Page 5 of 6

ALPHABETIZE BY COMPANY NAME

Company: Plastikon Industries	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 688 Sandoval Way	
City, State, Zip: Hayward, CA 94544	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 15	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 252	
Total # of full-time company employees in California: 252	
<hr/>	
Company: Priority Architectural Graphics	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 1260 Egbert Avenue	
City, State, Zip: San Francisco, CA 94124	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 20	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 35	
Total # of full-time company employees in California: 35	
<hr/>	
Company: Ramar Foods	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 1101 Railroad Lane	
City, State, Zip: Pittsburg, CA 94565	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 15	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 325	
Total # of full-time company employees in California: 325	
<hr/>	
Company: Santini Foods, Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 16505 Worthley Drive	
City, State, Zip: San Lorenzo, CA 94580	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 10	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 66	
Total # of full-time company employees in California: 66	

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: The Corporation for Manufacturing Excellence (Manex)	CCG No.: ET21-0343
Reference No: 21-0486	Page 6 of 6

Company: Staubli	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 100 Market Street	
City, State, Zip: Windsor, CA 95492	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 4	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 350	
Total # of full-time company employees in California: 50	

Company: Unigen Corporation	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 39730 Eureka Drive	
City, State, Zip: Newark, CA 94560	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 10	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 120	
Total # of full-time company employees in California: 120	

Company: United Mechanical & Metal Fabricators, Inc. (UMEC)	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 33353 Lewis Avenue	
City, State, Zip: Union City, CA 94587	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 20	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 75	
Total # of full-time company employees in California: 75	

Company: Vacuum Process Engineering, Inc. (VPE)	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 110 Commerce Circle	
City, State, Zip: Sacramento, CA 95815	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 25	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 65	
Total # of full-time company employees in California: 65	



Training Proposal for:

Associated Builders and Contractors Northern California Chapter Training Trust Fund

Contract Number: ET21-0959

Panel Meeting of: June 25, 2021

ETP Regional Office: PPU-Central Office

Analyst: C. Hoyt

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate Apprenticeship Veterans	Industry	Construction (C) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Northern California	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
\$231,516		\$18,021 Job #1: 8% Job #2: 20%		\$249,537

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 Apprentice	Commerical Skills OSHA 10/30	100	8-210	0	\$2,271	\$26.08
				Weighted Avg: 118			
2	Retrainee Apprentice Veterans	Commerical Skills OSHA 10/30	9	8-210	0	\$2,493	\$26.08
				Weighted Avg: 118			

***Post-Retention Wage is the Contractual Wage**

Minimum Wage by County: Job Numbers 1 and 2 SET Modified Wage \$26.08/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 \$4.59 per hour may be used to meet the Post-Retention Wage in Job Numbers 1 and 2. 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		
Electrician		20
		40
Carpenter		20
Painter		10
		10
Job Number 2 (Veterans)		
Electrician		2
		1
Carpenter		2
Painter		2
		2

INTRODUCTION

Established in 1976, the Associated Builders and Contractors Northern California Chapter Training Trust Fund (ABC NorCal Trust or Trust) (www.abcnorcal.org) was created to fund Unilateral Apprenticeship Programs (UACs) in the construction trades. The UAC programs are sponsored by the Associated Builders and Contractors of Northern California (Association) and

provides training to five DAS approved construction trade occupations. The program was founded by the Association as a means to develop construction trade professionals by providing them with the apprenticeship training needed to create a more safe and skilled workforce. The Trust has a membership of approximately 500 large and small employers and trains over 300 Apprentices throughout 22 counties in Northern California. This will be ABC NorCal Trust's third ETP agreement, it's second in the last five years.

Three of the five UAC program sponsors will be participating in the ETP contract. These occupations and UAC programs include: Associated Builders and Contractors NorCal Chapter Carpentry UAC, 48 training months; Associated Builders and Contractors NorCal Chapter Electrical UAC, 60 training months; Associated Builders and Contractors NorCal Chapter Painting UAC, 48 training months.

Veterans Program

ABC NorCal Trust actively recruits and retains Veterans into the Apprenticeship program and expects to train nine veterans in this proposal (Job Number 2). In order to recruit and retain veterans ABC NorCal Trust works with various veteran recruitment programs including the National Center for Construction Education and Research and U.S. Department of Labor's HIRE Vets Medallion Program. Additionally, ABC NorCal Trust is currently facilitating new partnerships with Alameda County Veteran Services Office, Cal Vet, and American Veterans. To incentivize Veterans to join the program, they receive credit for work experience based upon their Military training. Additionally, Veteran applicants also receive priority admission into the program. ABC NorCal Trust is also an approved site for the GI bill benefits.

In addition to Veterans, the Trust also works with various community based organizations throughout Northern California to assist individuals with multiple barriers to employment. This includes recently incarcerated, women, and minorities. The Trust partners with Goodwill Sacramento, Community Partnership San Jose, Stockton Parole and Probation, and school districts including Santa Clara Unified and Fairfield-Suisun Adult Learning.

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 Carpentry and Painting programs are years; the Electrician 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 \$26.08 per hour. However, the actual wages paid are shown in the Training Plan Table for the Panel's information.

PROJECT DETAILS

Training in this proposal will be for Apprentices in the Electrical, Painting, and Carpentry trade occupations. Training provided to these Apprentices will expand electricians, painters, and carpenters' skills in preparation for current and upcoming construction projects throughout Northern California. All training will be specific to the Apprentice trade occupations listed and will have a strong emphasis on training focusing to increase worker safety and upgrading skills to allow trainees to remain up-to-date in industry standards and technological advancements in the construction industries and trades.

Additionally, the need for training is also brought on by increased employer demand for highly skilled Apprentices in the construction trades. As the economic downturn and retiring of the labor workforce has created a shortage in the number of skilled and trained workers available to employers. As a result, employers have increasingly relied on ABC NorCal Trust's Apprenticeship programs as a workforce pipeline. Further, new and emerging technology is requiring more training to allow Apprentices to have skills and ability to work with new technology in the electrical, carpentry, and painting industries. Through the Trust's Apprenticeship training programs, trainees are able to receive the hands-on high-skills training needed to stay competitive and remain employable to meet California employer's current labor market needs.

Major projects employing Apprentices include the Downtown Fresno Courthouse, UC Davis Briggs Hall, UC Berkeley Lawrence Hall of Science, Sacramento City College, Great Wolf Lodge, CA Nursery Historical Park, and Fresno West Annex Jail.

Training Plan

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

Commercial Skills: This training will be offered to all Apprentices who will receive the most up-to-date skills training required to perform by occupation. Training will help apprentices gain the skills to work safely and productively in their various trades.

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.

LMS Electronic Record Keeping

ABC NorCal Trust will be using an established Learning Management System (LMS) - FlashPoint developed by Data Research Group for record keeping. This LMS is the current recordkeeping system in place and has been utilized by ABC NorCal Trust for approximately seven years. ETP staff approved ABC NorCal Trust to use the LMS system.

Marketing and Support Costs

ABC NorCal Trust programs are advertised on the Association website, social media platforms, and on the DAS website. Announcements for the apprenticeship programs are also sent to local, state, and federal agencies, community colleges, and community based organizations. Staff members visit the Employment Development Department and America's Job Centers to

disseminate information about the programs. In addition, staff and committee representatives attend various career fairs and school career days in Northern California to recruit apprentices.

ABC NorCal Trust requests 8% support costs to assist staff in recruiting and qualifying additional participating employers for this program in Job 1 and 20% support costs for the Veterans in Job 2. While many participating employers have already been recruited, additional recruitment and assessment activities with employers must occur to support apprenticeship training. Staff recommends 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 Apprenticeship Operations Director. All training outlined in this proposal will be center-based, classroom/laboratory or E-learning training occurring at the UAC's training facility in Livermore. ABC NorCal Trust has four dedicated staff working on ETP administration, marketing, recruitment and assessment needs.

Trainer Qualifications

All ABC NorCal instructors are Journeyworkers and certified professionals with vast field experience in their construction trade. In addition, all instructors are certified through the National Center for Construction Education and Research and utilize post-education training to upgrade skills and provide opportunities to further advance their skill sets for training. In addition, ABC NorCal Trust approximates 10% of training will be done by outside vendors.

Impact/Outcome

Training will allow Apprentices to receive certifications in the following: Lift, Cadwelding, Crane Signaling & Rigging, Lead Related Construction Worker, Mold & Asbestos, Renovation, Repair and Painting, Scaffolding, Title 24, Altercation and Distributions, OCAL Installation, 3M Splicing Certification, PVC Coated Ridge Threading, Tool Robotics, OSHA 10, OSHA 30, Fall Protection and Ladders, Fire Watch, and Confined Spaces.

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.

PRIOR PROJECTS

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

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
ET17-0916	Northern California	11/07/2016- 11/06/2018	\$503,665	\$477,484 (95%)

DEVELOPMENT SERVICES

N/A

ADMINISTRATIVE SERVICES

N/A

TRAINING VENDORS

To Be Determined

Exhibit B: Menu Curriculum

Class/Lab & E-Learning Hours 8-210 Job Numbers 1 and 2

Trainees may receive any of the following:

COMMERCIAL SKILLS

CARPENTER

- Advanced Hand & Power Tools
- Advanced Roof Systems
- Advanced Stair Systems
- Advanced Wall Systems
- Basic Communication Skills
- Basic Employability Skills
- Basic Safety
- Basic Stair Layout
- Building Materials, Fasteners, and Adhesives
- Cabinet Installation
- Ceiling Joist and Roof Framing
- Cold-Formed Steel Framing
- Commercial Drawings
- CPR / First Aid / Automated External Defibrillator
- CPR / First Aid / Automated External Defibrillator Refresher
- Crane Signaling & Rigging certification
- Doors and Door Hardware
- Drywall Finishing
- Drywall Installation
- Exterior Finishing
- Fall Protection & Ladder Safety
- Fire Watch & Extinguisher Training
- Floor Systems
- Foundations and Slab-on-Grade
- Fundamentals of Crew Leadership
- Handling and Placing Concrete
- Horizontal Formwork
- Introduction to Apprenticeship
- Introduction to Building Envelope Systems
- Introduction to Construction Drawings
- Introduction to Construction Drawings, Specifications, and Layout
- Introduction to Construction Equipment
- Introduction to Construction Math
- Introduction to Hand Tools
- Introduction to Materials Handling
- Introduction to Power Tools
- Introduction to Weatherization
- Job-Site Safety
- Lift Certifications
- Orientation to the Trade (Carpentry)

- Properties of Concrete
- Reinforcing Concrete
- Rigging Equipment
- Rigging Practices
- Roofing Applications
- Rules and Regulations
- Scaffold Erector & User
- Site Layout One: Differential Leveling
- Site Layout Two: Angular and Distance Measurement
- Site Preparation
- Solar Installation Awareness
- Suspended Ceilings
- Thermal and Moisture Protection
- Tilt-Up Wall Panels
- Total Robotics Training
- Trenching and Excavating
- Vertical Formwork
- Wall Systems
- Window, Door, Floor, and Ceiling Trim
- Your Role in the Green Environment

ELECTRICIAN

- Advanced Controls
- Alternating Current
- Arc Flash and High Voltage Safety Training
- Basic Communication Skills
- Basic Electrical Construction Drawings
- Basic Electronic Theory
- Basic Employability Skills
- Basic Safety
- Cable Tray
- CADWELD Certification
- Circuit Breakers and Fuses
- Commercial Electrical Services
- Conductor Installations
- Conductor Selection and Calculations
- Conductor Terminations and Splices
- Conductors and Cables
- Conduit Bending
- Confined Space Awareness
- Control Systems and Fundamental Concepts
- CPR/ First Aid / Automated External Defibrillator
- CPR/ First Aid / Automated External Defibrillator Refresher #1
- CPR/ First Aid / Automated External Defibrillator Refresher #2
- Device Boxes
- Distribution Equipment
- Electric Lighting
- Electrical Safety
- Electrical Test Equipment

- Electrical Theory
- Fall Protection & Ladder Safety
- Fire Alarm Systems
- Fundamentals of Crew Leadership
- Grounding and Bonding
- Hand Bending
- Hazardous Locations
- Health Care Facilities
- Heat Tracing and Freeze Protection
- HVAC Controls
- Introduction to Apprenticeship
- Introduction to Construction Drawings
- Introduction to Construction Math
- Introduction to Electrical Circuits
- Introduction to Hand Tools
- Introduction to Materials Handling
- Introduction to Power Tools
- Introduction to the National Electrical Code
- Job-Site Safety
- Lift Certifications
- Load Calculations - Branch and Feeder Circuits
- Load Calculations - Feeders and Services
- Medium - Voltage Terminations/Splices
- Motor Calculations
- Motor Controls
- Motor Operation and Maintenance
- Motors: Theory and Application
- National Electric Code (NEC) Test Preparation
- Orientation to the Electrical Trade
- Overcurrent Protection
- Programmable Logic Controllers (PLC)
- Practical Applications of Lighting
- Pull and Junction Boxes
- Raceways and Fittings
- Residential Electrical Services
- Rigging Awareness
- Rules & Regulations
- Solar Installer Certification
- Special Locations
- Specialty Transformers
- Standby and Emergency Systems
- Terminations Presentation
- Transformers
- Voice, Data, & Video

PAINTER

- Abrasive Blasting
- Basic Communication Skills
- Basic Employability Skills

- Basic Safety
- Basic Surface Preparation
- Brushing and Rolling Paints and Coatings
- Careers in the Painting Trade
- Chemical Cleaning and Stripping
- Clear Finishes
- Coatings Three
- Coatings Two
- Color and Tinting
- Confined Space
- CPR/ First Aid / Automated External Defibrillator
- CPR/ First Aid / Automated External Defibrillator Refresher
- Decorative (Faux) Finishes
- Drywall Finishing and Patching
- Fall Protection & Ladder Safety
- Graphics
- Identifying Surface/Substrate Materials and Conditions
- Industrial Coating Application
- Industrial Coatings
- Industrial Containment/Ventilation
- Industrial Fall Protection
- Industrial Quality Inspections
- Industrial Safety
- Industrial Surface Prep I
- Industrial Surface Prep II
- Industrial Surface Prep III
- Introduction to Apprenticeship
- Introduction to Construction Drawings
- Introduction to Construction Math
- Introduction to Hand Tools
- Introduction to Materials Handling
- Introduction to Paints and Coatings
- Job Planning and Completion
- Job-Site Safety
- Job Supervision, Planning and Control
- Ladders, Scaffolds, Lifts, and Fall Protection
- Lift Certifications
- Low-Pressure Water Cleaning
- Painting Failures and Remedies
- Painting Failures and Remedies Two
- Protecting Adjacent Surfaces
- Respirator Training & Fit Testing
- Rules & Regulations
- Safety
- Scaffold Erector & User
- Sealants and Repair/Fillers
- Society for Protective Coatings (SSPC)
- Spray Painting
- Spraying with Special Devices

- Stains
- Texturing
- Wallcovering
- Wood Finishing
- Your Role in the Green Environment
- Lead Related Construction Worker (LRCW)
- Mold & Asbestos
- Renovation, Repair, and Painting (RRP)

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 Hazmat, OSHA 10/30 or HAZWOPER)

Note: Reimbursement for Job Numbers 1 & 2 Apprenticeship training is capped at 200 total training hours per trainee in Commercial Skills and Business Skills and 10 hours of OSHA10 for a total of 210 hours regardless of the method of delivery.



RETRAINEE - JOB CREATION

Training Proposal for:

Atomicpc Corp.

Delegation ≤ \$75,000 Single Employer

Contract Number: ET21-0319

Approval Date: June 2, 2021

Panel Meeting of: June 25, 2021

ETP Regional Office: San Diego

Analyst: J. Lima

PROJECT PROFILE

Contract Attributes:	SET SB <100 Retrainee Job Creation Initiative	Industry Sector(s):	Other (J) Professional, Scientific Technology (54) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Orange	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: 15	U.S.: 15	Worldwide: 15
<u>Turnover Rate:</u>	10%		
<u>Managers/Supervisors:</u> (% of total trainees)	N/A		

In-Kind Contribution
\$36,745

Total ETP Funding
\$15,525

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
Occupations to be Trained:	Technical/Engineer; Administrative; Production; 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 SET SB<100	Business Skills, Computer Skills, Cont. Imp., Mfg. Skills	9	8-200	0-41	\$1,035	\$26.08
				Weighted Avg: 45			
2	Job Creation Priority SET SB<100	Business Skills, Computer Skills, Cont. Imp., Mfg. Skills	6	8-200	0-41	\$1,035	\$15.93
				Weighted Avg: 45			

*Post-Retention Wage is the Contractual Wage

<p>Minimum Wage by County: Job Number 1 (SET/Priority Industry): \$26.08 per hour Job Number 2 (SET/Job Creation): \$15.93 per hour in Orange County Health Benefits: Used to meet the Post-Retention Wage?: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Up to \$1.07 per hour may be used to meet the Post-Retention Wage for Job Number 1; and up to \$0.60 per hour for Job Number 2</p>

OVERVIEW

Year Company Founded:	1997	Company Headquarters: <input type="checkbox"/> Single location 14252 Culver Drive, Irvine CA 92604
Total Number of Facility locations in California	• 4	
Facility location(s) in Orange County where training will occur:	<ol style="list-style-type: none"> 1. 1521 E McFadden Ave Suite E, Santa Ana, CA 2. 17222 Von Karman, Irvine, CA 3. 9611 Irvine Center Drive, Irvine, CA 4. 14252 Culver Drive, Irvine, CA 	

Nature of Business:	<ul style="list-style-type: none"> • Atomicpc Corp. implements innovative, value focused, network computing solutions for small and medium-sized businesses.
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Customer Base:	<ul style="list-style-type: none"> Industries that require computer network administration assistance.
Business / Industry Needs / Changes	<ul style="list-style-type: none"> Atomicpc Corp. requires all employees to be up-to-date in the latest information to stay competitive within its industry. The Company seeks to increase its workforce, due to client demand, and expects to hire six new staff over the next two-year period. Atomicpc Corp. is experiencing a high demand for its services resulting in a 20% increase in company growth in the past two years.

Training Plan:

Need for Training:	<ul style="list-style-type: none"> The growth in business has expanded its customer base. Therefore, employee training demands vary by client project description and scope of responsibility. The Company will train employees on up-to-date specialized new solutions that take advantage of the latest advancements in the field and its training procedures to sustain symbiotic relations with clients. Additionally, the Company will train employees in a variety of different job skills or software to be competent within each client's guidelines for specific projects. Newly hired staff will receive training to help assimilate into their new roles at Atomicpc Corp. and its work environment. New staff's training will be structured to focus on professional development necessary to help the company function efficiently during its growth. They will learn various skill sets that will help them complete projects efficiently and independently. Due to high demand and company growth, Atomicpc Corp. must train staff to handle more projects.
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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

Manufacturing Skills	Business Skills	Computer Skills
Continuous Improvement		

Job Creation Justification	<input checked="" type="checkbox"/> Expanding existing business capacity by adding newly-hired employees to an existing function.
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Training Infrastructure & Administrative Plan

<ul style="list-style-type: none"> • Project Oversight: The Owner is the main point of contact and will oversee the ETP Contract. The Owner will also assist in administering the training project internally and help with collecting training rosters to give to the hired subcontractor to fulfill the remaining administration needs.
<ul style="list-style-type: none"> • Trainers: <input checked="" type="checkbox"/> In-house – Business Skills, Computer Skills, Manufacturing Skills, Continuous Improvement Skills <input checked="" type="checkbox"/> Vendor – To Be Determined
<ul style="list-style-type: none"> • Administration: The project's administrative tasks will be completed by Training Funding Source <input type="checkbox"/> In-house <input checked="" type="checkbox"/> Subcontractor

SUBCONTRACTORS

Subcontractor Type	Subcontractor Name	City	Cost / %
Development	Training Funding Source	Seal Beach	\$0 (no cost)
Administrative	Training Funding Source	Seal Beach	13% of funds earned
Training Vendors	To Be Determined	To Be Determined	To Be Determined

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

8-200 Trainees may receive any of the following:

BUSINESS SKILLS

- + Communication Skills
- + Customer Acquisition/Sales
- + Customer Interaction/Quality Control
- + Office Equipment Operations
- + Proposal Procedures
- + Standard Business Operating Procedures
- + Workplace Privacy

COMPUTER SKILLS

- + Backup Disaster Recovery Systems
- + Business Continuity
- + Cisco, Fortinet, Sonicwall, Dell, HP, Microsoft, Vmware, Parallels2X, Connectwise
- + Cloud Solutions
- + Complicance and Remediation, NIST, CCPA, PCI
- + Computer Network Design, Security, Support
- + Contingency Planning
- + Cyber Defense/Security
- + Data Breaches
- + Data Center Services
- + Databases
- + Email Providers and Services
- + File Sharing
- + Google Apps for Business
- + Hardware – Configuration and Troubleshooting
- + Help Desk
- + HIPAA Omnibus Rule Compliance
- + HOSTING
- + IT Consulting/Services
- + Managed Services
- + Mobile Computing
- + Network Auditing/ Security
- + OFFICE 365 MIGRATION
- + Private Cloud
- + Powershell Scripting
- + Software – Configuration, Use and Troubleshooting
- + Storage Solutions (SAN, NAS, etc)
- + Security Products (AV, Encryption, etc)
- + Servers – Loading, Configuring, and Troubleshooting
- + Service Standards and Technical Operating Procedures
- + Single Points of Failure
- + Skype
- + Software Engineering & Development
- + Standard Operating Procedures
- + Surveillance
- + Telephony and Paging

- ✚ Uninterruptible Power Supply
- ✚ Virtualization
- ✚ VMware shared storage
- ✚ Voice Over Internet Protocol
- ✚ Website Hosting
- ✚ Wiring
- ✚ Work From Anywhere
- ✚ Workstations - Loading, Configuring, and Troubleshooting

CONTINUOUS IMPROVEMENT

- ✚ Process Improvement
- ✚ Team Building Leadership Skills

MANUFACTURING SKILLS

- ✚ Identify Computer Parts and Cables
- ✚ Proper Order of Assembly
- ✚ Reading Diagrams and Worksheets
- ✚ How to Test for Defective Parts

CBT Hours

0-41

CONTINUOUS IMPROVEMENT

- ✚ Fortinet (4 hours)
- ✚ Datto (3 hours)
- ✚ Acronis (1 hour)
- ✚ Paraells Server (1 hour)
- ✚ Amazon Cloud (4 hours)
- ✚ Azure Cloud (4 hours)
- ✚ Office 365 and Administration (4 hours)
- ✚ Cyber Awareness - Knowbe4 (4 hours)
- ✚ Connectwise and ITglue (2 hours)
- ✚ Microsoft Dynamic (2 hours)
- ✚ Sentinelone, Labtech (3 hours)
- ✚ Cisco (3 hours)
- ✚ Cato Networks (2 hours)
- ✚ RingCentral (2 hours)
- ✚ VMware (2 hours)

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

DELEGATION ORDER



**Training Proposal for:
Citylab Professional Apprenticeship Program**

Contract Number: ET21-0342

Approval Date: June 15, 2021

Panel Meeting of: June 25, 2021

ETP Regional Office: PPU-Central Office

Analyst: C. Hoyt

PROJECT PROFILE

Contract Attributes:	New Hire Priority Rate Multiple Barriers	Industry Sector(s):	Other (J) Information / Multi Media (51) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Santa Clara	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
\$46,000		\$4,800 12%		\$50,800

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 Priority Rate Multiple Barriers	Business Skills Commercial Skills Computer Skills Literacy Skills	20	8-260	0	\$2,484	\$18.00
				Weighted Avg: 100			

***Post-Retention Wage is the Contractual Wage**

<p>Minimum Wage by County: Job Number 1: \$17.39/ hr. in Santa Clara County</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> <p>Although the Contractor does provide Health Benefits, they are not being used to meet wage.</p>
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Wage Range by Occupation		
Occupation Titles	Post-Retention Wage Range	Estimated # of Trainees
Computer Network Support Specialists, Data Warehousing Specialists, Document Management Specialists, Computer User Support Specialists, Hazardous Materials Removal Workers, Training and Development Specialists		20

INTRODUCTION

Founded in 2011 and headquartered in San Jose, Citylab Professional Apprenticeship Program (Citylab) is a social enterprise modeled organization created to train underserved communities and those who struggle with barriers to employment. It trains participants for jobs in the Information Technology sector. The organization places formerly incarcerated individuals into high quality jobs with opportunities for advancement and works to reduce recidivism among the population by providing meaningful employment. This project will train 20 formerly incarcerated trainee’s under ETP’s Ex-Offender guidelines. This will be Citylab’s first ETP Contract.

PROJECT DETAILS

Citylab partners with participating employers in the Silicon Valley and Bay Area such as Universal Services Restoration and Construction and the Mike and Niki Honey Co. These employers need staff who are well trained in local area networks (LAN), wide area networks (WAN), cloud networks, servers, network maintenance and other data communications networks. By training and placing trainees in this industry, the organization is looking to both ensure participants are in high quality jobs and local employers can meet hiring needs. In addition to the traditional IT sectors, the organization also works within the specialty contracting industry. This includes companies that perform construction work. Participants from the Citylab program are taught how to connect homes to HVAC systems, kitchen remodels and energy efficiency systems updates and others to the internet.

Many of the most prominent employers in the area such as AT&T, Walmart and Amazon are utilizing Cisco Systems for hardware, software and telecommunications equipment and platforms. In order to meet employer needs and provide critical IT training, this project will utilize the Cisco Systems Network Academy curriculum. The Cisco Network Academy is an IT skills and career building platform. Citylab has partnered with Cisco to bring the curriculum to its participants. This training is expected lead to Bright Outlook Occupations which are occupations expected to grow rapidly over the next few years according to O*Net.

Citylab partners with the San Francisco Sheriff's Department to recruit participants. While incarcerated, the Sheriff's department staff identify individuals who will be released shortly and have expressed an interest in IT jobs. Staff at Citylab perform intake assessments and interviews to assess program readiness. Once trainees are enrolled into the program, they begin a 6 week training program tailored to IT skills and are simultaneously placed into employment. This ensures that the participant learns practical applications in conjunction with formal skills training. All training included in this project will occur after the participant is released from incarceration and only the classroom training will be funded.

Training Plan

Training will be provided via Class/Lab and E-Learning methodologies. Training is provided at the County of Santa Clara's Reentry Services Resource Center and in the evening at Milpitas Community College to accommodate work schedules.

Business Skills: Training will include Customer Service Skills, Business Management, Conflict Resolution and Negotiation among others. This training will ensure that trainees are equipped with skills to successfully work within a professional setting and communication with peers, supervisors and customers.

Commercial Skills: Training will include technical skills that ensure trainees understand topics such as telecommunications, Engineering Principles, as well as programming for specific devices and equipment, including HVAC and Smart home technologies.

Computer Skills: Training includes Network specific training, Hardware & Software skills, Systems Evaluation, Cybersecurity, Coding, Beginning Microsoft Office Suite, Technical Support skills among others. This training will prepare trainees with the highly technical skills necessary to work as network support once training is completed.

Literacy Skills: Literacy skills training will provide basic skills to ensure trainee success. This includes Interpersonal Relationships, Problem Solving, Learning Strategies, and Active Listening, and Monitoring Performance. These courses are intended to set up trainees for success as they learn technical skills as well as provide them with the basic tools necessary in the workforce.

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 CityLab's Executive Director with assistance from a Program Manager who will assist with the administrative processes. The organization also plans to hire an additional support staff to assist with administration and recruitment efforts.

Ex-Offender/At-Risk Youth

Job Number 1 will be funded as Special Employment Training/Multiple Barriers under the Ex-Offender/At-Risk Youth Guidelines. Citylab will be responsible for documenting the eligibility criteria for this program.

➤ Retention Modification

Retention may be satisfied by employment of at least 30 hours a week for at least 90 days, out of 120 consecutive days with up to three employers. For occupations in which workers are hired for short-term jobs, retention may be satisfied by employment of at least 500 hours within 180 days. Incidental placement with public and non-profit entities is permissible, not to exceed 25% of the total number of trainees retained in employment.

➤ Incidental Placement

Incidental placement with public and nonprofit entities is permissible for the trainees in Job Number 1, not to exceed 25%.

Impact/Outcome

Training under this project will result in a Cisco Network IT Essentials Certification. Further, trainees will receive Digital Badges, a digital credential provided once a trainee has successfully completed training and an assessment on a given topic. Digital Badges are verified by Cisco and are verified skills attainment credentials that trainees can include on their resumes or online platforms. Further, all trainees will be placed into employment at the start of training and retain that job once training is completed.

Marketing and Support Costs

Citylab works with a number of partners to ensure participant success. It works with governmental agencies including the San Francisco Sheriff's Department, and partners with the County of Santa Clara Reentry Services and Resource Centers which assist in providing supportive services for trainees. These services include substance abuse treatment programs, food assistance, healthcare coverage, housing assistance, and transitional case management among others. Citylab also works with faith based organizations including Cathedral of Faith – San Jose which has a Jail Ministry and partners with Hayward Alternative Schools. To recruit employers, it works closely with members of the Silicon Valley Black Chamber of Commerce. Citylab requests and staff recommends 12% support costs.

Trainer Qualifications

All trainers are Certified IT Essentials trainers through the Cisco Network Academy. External training may also be provided by other qualified trainers within the Cisco Network Academy ecosystem on specific topics, such as 5G cellular antenna's

Program effectiveness is assessed through student reports, mentor reports, and supervisor reports. Much of the feedback comes from student class evaluations done at the end of each class in which the participants are able to offer information on the instructors, class materials and program content.

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.

DEVELOPMENT SERVICES

N/A

ADMINISTRATIVE SERVICES

N/A

TRAINING VENDORS

To Be Determined

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

8-260 Trainees may receive any of the following:

BUSINESS SKILLS

- Customer Service Skills
- Business and Administration Management
- Communications and Media
- Resolving Conflicts and Negotiating with Others
- Business Writing and Communication

COMMERCIAL SKILLS

- Telecommunications
- Engineering Principle's and Technology
- Digital Fluency and Safety Training
- Programming for Manufacturing Specific Machines and Devices
- 3D Machining, Fabricating, and Complex Assembly
- Big Data Analytics
- SMART HVAC Equipment Connectivity
- Using GPS to Locate and Measure
- Creating Mobile Applications

COMPUTER SKILLS

- Electronic Data Backup
- Security Measures Implementation
- System Security Analysis: Systems, Network, & Data
- Network Issue Resolution.
- Network Activity Documentation
- Network Configuration
- Software Installation
- System Operations Test
- Data Analysis to Identify & Resolve Issues
- Network Performance Monitoring
- Technical Support
- Application & System Troubleshooting
- Hardware Maintenance
- Hardware Installation
- Develop Network Specifications
- Hardware Performance Test
- Software Performance Test
- Emerging Industry & Technology Trends.
- Train others in computer interface or software use.
- Operation Actives Documentation
- Product & Processes Research
- Prepare Instruction Manuals
- Systems Evaluation
- Introduction to the Internet of Things (IoT)
- Introduction to Cybersecurity

- Intro to Packet Tracer
- Securely Managing a Network
- Microsoft Office Suite (Beginning)
- Ability to Write and Understand Code.

LITERACY SKILLS

- Basic Computer Skills
- Interacting With Computers & Electronics
- Information Gathering
- Communicating with Supervisors & Peers,
- Interpersonal Relationships
- Scheduling Work Activities
- Documenting/Recording Information
- Reading Comprehension
- Complex Problem Solving
- Active listening
- Speaking Effectively
- Monitoring/Assessing Individual Performance
- Learning Strategies

* Literacy Skills cannot exceed 45% of the total training hours, per trainee.

Note: Reimbursement for new hire training is capped at 260 total training hours per trainee.

DELEGATION ORDER



COVID Rapid Reemployment and Retraining Pilot

**Training Proposal for:
Cucamonga Valley Medical Group, Inc.**

Contract Number: ET21-0321

Approval date: June 9, 2021

Panel Meeting of: June 25, 2021

ETP Regional Office: San Diego

Analyst: S. Bailey

PROJECT PROFILE

Contract Attributes:	COVID Job Creation Initiative Medical Skills Training SET	Industry Sector(s):	Services (G) Healthcare (62) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	San Bernardino, Riverside	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: 110	U.S.: 110	Worldwide: 110
<u>Turnover Rate:</u>	9%		
<u>Managers/Supervisors:</u> (% of total trainees)	0%		

FUNDING DETAIL

In-Kind Contribution
\$70,000

Total ETP Funding
\$70,000

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	Job Creation COVID Medical Skills SET	Other Titles (COVID Training Bundle) MS Didactic	35	4-4	0	\$2,000	\$17.50
				Weighted Avg: 4			

***Post-Retention Wage is the Contractual Wage**

Minimum Wage by County: COVID Pilot Minimum wage for all counties is \$17.50/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	Post-Retention Wage Range	Estimated # of Trainees
Front Office Medical Assistants		4
		4
Back Office Medical Assistants		7
		8
Specialty Coordinators		8
		4

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.

Founded in 2005, Cucamonga Valley Medical Group, Inc. (Cucamonga Valley), specializes in providing medical services through clinics in a variety of practice areas. These practice areas include but are not limited to, Pediatrics, Preventative Medicine, Adult Care, and Acute Care.

With clinics in six locations in Fontana and Chino, the Company is able to serve the Riverside and San Bernardino County regions.

The proposed training plan will target workers at the six abovementioned locations in two counties.

Special Employment Training

Under SET, the 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.

Employees receive a 3% minimum increase in wages each year. As employees gain experience through targeted training, wages increase incrementally over time.

- 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.

Veterans Program

Although Cucamonga Valley may hire and train Veteran staff, the Company does not wish to include a separate Veterans job number.

Retrainee - Job Creation

Cucamonga Valley is currently in the process of opening another clinic in San Bernardino County. To meet the need of their planned expansion, the Company will need to hire to fill previously vacated positions as well as hire additional staff to meet the needs of its current clinics as well as its new facility. As such, the company is committed to hiring 35 new staff over a two year period (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 both “backfill” and “net new jobs” as a condition of the contract.

PROJECT DETAILS

The COVID-19 pandemic has drastically impacted Cucamonga Valley’s business and the way the Company provides services to its patients. The Company has seen a decrease in staffing due to the pandemic as well as a surge in patients, resulting in a shortage of both skilled workforce and facilities necessary to meet the increased demand from patients. In response to this need, Cucamonga Valley is opening another clinic and rapidly hiring workers to meet its current business demands to provide services to its patients.

As a result, the Company has implemented new safety procedures and additional COVID-19 safety training programs to ensure the safety of both workers and patients. This new COVID related training will be offered to all newly hired staff to ensure that workers are safe and that patients receive quality care.

Training Plan / Curriculum

The delivery method listed in curriculum will be Class/Lab-Medical Skill Didactic, however, may use CBT, PL, or E-Learning when delivering training.

Training Type will be “COVID Training Bundle”.

Other Titles/COVID Training Bundle: Training will be offered to all occupations on:

Medical Skills Didactic.

Training Hours

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

➤ Training Infrastructure

Cucamonga Valley has designated a team to assist with administration for the project. The team includes the Director of Human Resources and a HR Manager, both of whom will assist in overseeing the training implementation and administration at the 6 designated facilities. In addition, Cucamonga Valley has retained an administrative subcontractor to assist with project administration

Record Keeping

Due to COVID-19, Cucamonga Valley will use an ETP approved alternative recordkeeping. With six locations, the pre-approved practices will ensure accurate recordkeeping during the training period.

Impact/Outcome

ETP training will help Cucamonga Valley provide staff with the skills necessary to provide specialized care currently offered to patients. Further, through the proposed training, staff will acquire the skills necessary to adapt and respond to unique patient needs brought on by the COVID-19 pandemic.

Commitment to Training

Cucamonga Valley is committed to investing resources to continue to support its workforce through the challenges posed by COVID-19. As such the Company's focus is on its workers needs and safety. Currently, the Company provides training in safety, Leadership Skills, and Conflict Resolution. The focus and commitment of the proposed training plan will be on increasing workforce skillsets and assisting Cucamonga Valley with meeting its current demands.

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.

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 \$ %
ET19-0377	Fontana	12/31/2018- 12/30/2020	\$67,080	\$67,080 (100%)

DEVELOPMENT SERVICES

Cucamonga Valley has retained Training Refund Group in Anaheim to assist with the development of this proposal.

ADMINISTRATIVE SERVICES

Training Refund Group 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 Hours**

4-4 Trainees may receive any of the following:

OTHER TITLES (COVID TRAINING BUNDLE)

- PPE
- Communications
- Customer Service
- Cleanliness/ Hygiene
- Telephone Etiquette
- Surgical Prep
- HIPPA
- Leadership Skills
- Communication Skills
- Navigating Conflict
- Critical Thinking
- Strategic Thinking
- Coaching Skills for Leaders
- Strategic Planning
- Teamwork
- Time Management/ Productive Meetings
- Accountability
- Developing Core Competencies
- Process and Flow
- Process Improvement
- Supervisory Skills
- Customer Service Skills
- Documentation Skills
- Lean/Six Sigma Quality Skills
- E-Clinical Works
- Intermediate Microsoft Office
- Adobe Acrobat
- Accounting Software
- Online Resources and Application Skills
- Advanced Cardiac Life Support
- Basic Life Support
- Regulatory Update (Joint Commission, CMS, etc.)
- Electronic Medical Records Application Skills
- Behavioral Health
- Diabetes Care & Management
- Evidence Based Practices
- Infection Control
- Patient Fall Prevention

MEDICAL SKILLS DIDACTIC

- Culture of Patient Safety
- Best Practices in Patient Care
- Culturally-Appropriate Patient Care
- Medication Administration & Management
- Patient Assessment & Care
- Behavioral Health
- Diabetes Care & Management
- Evidence Based Practices
- Infection Control
- Patient Fall Prevention

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

DELEGATION ORDER



COVID Rapid Reemployment and Retraining Pilot

**Training Proposal for:
Hansen Engineering Co.**

Contract Number: ET21-0316

Approval Date: June 3, 2021

Panel Meeting of: June 25, 2021

ETP Regional Office: North Hollywood

Analyst: J. Romero

PROJECT PROFILE

Contract Attributes:	COVID Job Creation Initiative SB <100	Industry Sector(s):	Manufacturing (E) 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: 70	U.S.: 70	Worldwide: 70
<u>Turnover Rate:</u>	5%		
<u>Managers/Supervisors:</u> (% of total trainees)	0%		

FUNDING DETAIL

In-Kind Contribution
\$35,589

Total ETP Funding
\$20,000

TRAINING PLAN

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	Job Creation COVID SB <100	Other Titles (COVID Training Bundle)	10	4-4	0	\$2,000	\$17.50
				Weighted Avg: 4			

***Post-Retention Wage is the Contractual Wage**

Minimum Wage by County: COVID Pilot Minimum wage for all counties is \$17.50/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	Post-Retention Wage Range	Estimated # of Trainees
Production Staff		10

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.

Founded in 1962 and located in Harbor City, Hansen Engineering Co. (Hansen) (www.hansenengineering.com) manufactures precision machined multi-axis parts and other major structural assemblies. The Company provides airframe and missile parts profiling and milling for commercial and military industries. Products include complex Multiple Document Interface surface geometry, statistical process control and electronic part surface probing. Hansen is an approved supplier for Spirit Aerosystems on the 737 next generation aircraft program, Bell Helicopter Textron and for the Boeing 767-2C tanker program including the Pressure Box and the Boom Fairing. Customers include Ford Motor Sport Division, Northrop, Dasco Engineering Corporation and McDonnell Douglas.

Special Employment Training

Under SET, the 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 use of \$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.

Veterans Program

Although there is no separate Veterans component in this project, Hansen employs Veterans through their normal hiring practices.

Retrainee - Job Creation

Due to the outbreak of the COVID-19 pandemic, Hansen lost almost half of its workforce. Some of these employees were high risk to work in the frontline or had to care for children due to school closures. Furthermore, many of their customers closed their doors due to the pandemic. With the easing of restrictions, business is slowly picking up pace and Hansen plans to rehire previous employees and additional ones to backfill current positions.

The Company will hire 10 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.

PROJECT DETAILS

Training Plan / Curriculum

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

COVID Training Bundle: Training will be offered to all occupations related to COVID-19, Business Skills, Hazardous Materials, Manufacturing Skills, Continuous Improvement and Computer Skills. Newly-hired employees need to gain skills from this training to enable them to perform their job efficiently while following COVID safety protocols and regulations to maintain a COVID-free workplace.

Training Hours

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

➤ Training Infrastructure

Hansen's HR Manager will be responsible for overseeing all aspects of the contract with assistance from the Plant Manager and two staff. The two staff members will coordinate the collection of training rosters for ETP Tracking purposes. Hansen has a detailed training schedule in place and is ready to begin training upon Panel approval. Trainers will be a combination of third party trainers and internal employees with expertise in the subject matters to be provided for training. An outside administrative consultant has also been retained to ensure that all training records meet ETP compliance.

Commitment to Training

Hansen spends approximately \$50,000 annually for training. Courses include new hire orientation, mandatory training, and in-service medical skills training. Training delivered in the past has been both company-wide and job specific. The Company is committed to training its staff upon completion of the ETP program. Training will continue to be offered to staff members to ensure competency within and provide high-level healthcare to patients. 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.

Record Keeping

Hansen is using alternative recordkeeping methods approved under the COVID-19 Response Plan.

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 \$ %
ET18-0180	Harbor City	04/02/18 – 04/01/20	\$55,380	\$55,380 (100%)

DEVELOPMENT SERVICES

Hansen retained Training Funding Source in Seal Beach to assist with development of this proposal for a flat fee of \$950.

ADMINISTRATIVE SERVICES

Hansen also retained Training Funding Source 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 Hours

4-4

Trainees may receive any of the following:

COVID TRAINING BUNDLE

- COVID- 19 Sanitation and Cleaning
- Proper Use of Protective Equipment
- COVID-19 Precaution Measures
- COVID-19 Hand Wash, Close Contact, Symptoms

BUSINESS SKILLS

- Coaching/Communication
- Conflict Resolution
- Customer Relations
- Accounting/Finance
- Goal Setting
- Inventory Control
- International Traffic in Arms Regulations (ITAR)
- Leadership
- Marketing & Business Development
- Performance Management
- Program Management
- Product Knowledge
- Project Management
- Team Cohesiveness

HAZARDOUS MATERIALS

- Hazardous Materials Handling

COMPUTER SKILLS

- Accounting
- CAD/CAM
- Crystal Reports
- ERP Software
- Manufacturing
- MRP
- MS Office/ Project
- Payroll
- Program Management
- Purchasing
- Quote FX
- R4
- Scheduling
- Warehouse

CONTINUOUS IMPROVEMENT

- 6S
- AS9100
- Corrective/Preventive Actions
- Lean Manufacturing
- Process/Productivity/Quality improvement

MANUFACTURING SKILLS

- Blueprint Reading
- Coordinate Measuring Machine (CMM) Inspection/Programming
- Equipment/Tool Operation, Maintenance & Troubleshooting
- Good Manufacturing Practices
- Inspection Techniques
- Preventative Maintenance
- Quality Systems
- Surface Mount Defects—Causes and Prevention
- Standard Operating Procedures
- Statistical Process Control (SPC)

Safety Training is capped at 10% of a trainee's total training hours

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:
La Tapatia Tortilleria, Inc.**

Delegation ≤ \$75,000 Single Employer

Contract Number: ET21-0359

Approval Date: June 8, 2021

Panel Meeting of: June 25, 2021

ETP Regional Office: Sacramento

Analyst: K. Mam

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:	Fresno, Sacramento	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: 127	U.S.: 127	Worldwide: 127
<u>Turnover Rate:</u>	17%		
<u>Managers/Supervisors:</u> (% of total trainees)	0%		

FUNDING DETAIL

In-Kind Contribution
\$63,000

Total ETP Funding
\$30,000

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	Job Creation COVID SET	Other Titles (COVID Training Bundle)	15	4-4	0	\$2,000	\$17.50
				Weighted Avg: 4			

***Post-Retention Wage is the Contractual Wage**

<p>Minimum Wage by County: COVID Pilot Minimum wage for all counties is \$17.50/hour</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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Maybe</p> <p>Up to \$2.50 per hour may be used to meet the Post-Retention Wage</p>

Wage Range by Occupation		
Occupation Titles	Post-Retention Wage Range	Estimated # of Trainees
Administrative Staff		1
Logistic Staff		2
Operation Staff		11
Sales Staff		1

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.

Founded in 1969 and headquartered in Fresno, La Tapatia Tortilleria, Inc. (La Tapatia) (www.tortillas4u.com) manufactures corn and flour tortillas, tortilla chips, flavored wraps, taco shells and tostada bowls. The Company’s specialty products include gluten free, non-GMO, whole wheat, high fiber, and low-carb options. La Tapatia provides services to restaurants, grocery stores, school districts and correctional facilities throughout the state. Training will be delivered at its facilities in Fresno and McClellan. This is La Tapatia’s third ETP Contract, and the third in the last five years.

Special Employment Training

Under SET, the 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 up to \$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.

Veterans Program

Although there is not a separate Veterans job component, a portion of the population participating in this project may include transitioning active duty Veterans who are within one year prior to their anticipated separation date from service.

Retrainee - Job Creation

The Company will hire 15 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.

Due to the ongoing COVID-19 pandemic, La Tapatia has experienced challenges as overall capacity decreased and demand for product increased. The Company has stepped up its lean manufacturing training to improve productivity and will onboard team members to support increased demand. New team members will train on the Company's COVID prevention training program to ensure the Company takes the proper precautions to remain efficient while keeping team members safe.

PROJECT DETAILS

Training Plan / Curriculum

The delivery method listed in curriculum will be Class/Lab, however, may use CBT, PL, or E-Learning when delivering training.

Training Type will be "COVID Training Bundle".

Other Titles/COVID Training Bundle: Training will be offered to all occupations on:

COVID related safety training that include courses in COVID Precaution and Prevention Training, COVID Stress Management, and COVID Hand Hygiene and Minimizing Potential Routes of Transmission Training.

Training Hours

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

➤ Training Infrastructure

The Human Resources Manager will oversee and coordinate all aspect of the training project. Training will be delivered by in-house experts. The Company has also hired a third-party administer with extensive ETP administration experience to work closely with staff to complete the project successfully.

Commitment to Training

La Tapatia invests \$240,000 annually per facility for training and includes orientation, violence in the workplace, sexual harassment prevention, and basic 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.

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
ET21-0125	\$114,954	08/03/20 – 08/02/22	147	0	0

Based on ETP Systems, 4,749 reimbursable hours have been tracked for potential earnings of \$108,293 (94% of approved amount). The Contractor projects final earnings of 100% based on training currently committed to by employers and in progress through August 2022.

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-0043-000	Fresno, McClellan	9/5/17-9/4/19	\$170,760	\$114,108 (67%)

This was the Company's first project and leadership was not completely onboard with administrative processes required to meet ETP's standards. The Company has greatly improved its administrative process and has become well-acquainted with ETP processes which reflect with its current contract.

DEVELOPMENT SERVICES

CALBEC Group in Clovis assisted with development of this proposal for a flat fee of \$3,000.

ADMINISTRATIVE SERVICES

CALBEC Group will also perform administrative services in connection with this proposal for a fee not to exceed 10% 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)

- ✚ Business Training
- ✚ Continuous Improvement
- ✚ COVID Breaking Bad Habits
- ✚ COVID Hand Hygiene and Minimizing Potential Routes of Transmission Training
- ✚ COVID Precaution and Prevention Training
- ✚ COVID Stress Management
- ✚ Equipment Operation Training
- ✚ Forklift Driving
- ✚ Hazardous Materials Handling and Safety Training
- ✚ Inventory Control
- ✚ Lean Manufacturing Principles
- ✚ Manufacturing Practices Training
- ✚ MAS 90/SAGE 100
- ✚ Supervisory Skills
- ✚ Warehousing Training

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

DELEGATION ORDER



COVID Rapid Reemployment and Retraining Pilot

**Training Proposal for:
La Terra Fina USA, LLC**

Contract Number: ET21-0360

Approval Date: June 15, 2021

Panel Meeting of: June 25, 2021

ETP Regional Office: San Francisco Bay Area

Analyst: R. Jackson

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:	Alameda	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: 185	U.S.:185	Worldwide: 185
<u>Turnover Rate:</u>	4%		
<u>Managers/Supervisors:</u> (% of total trainees)	0%		

FUNDING DETAIL

In-Kind Contribution
\$64,864

Total ETP Funding
\$64,000

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	Job Creation COVID SET	Other Titles (COVID Training Bundle)	32	4-4	0	\$2,000	\$17.50
				Weighted Avg: 4			

***Post-Retention Wage is the Contractual Wage**

Minimum Wage by County: COVID Pilot Minimum wage for all counties is \$17.50/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 \$0.50 cents per hour may be used to meet the Post-Retention Wage.

Wage Range by Occupation		
Occupation Titles	Post-Retention Wage Range	Estimated # of Trainees
Production Staff		16
Mechanics		4
Warehouse Staff		2
Operations Staff		10

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 (SET).

Founded in 1983 and headquartered in Union City, La Terra Fina USA, LLC (La Terra Fina) (<https://laterrafina.com/>) manufactures refrigerated and frozen food products including handcrafted dips, spreads, quiches, and frittatas. Customers include major retailers like Costco, Kroger Stores, Safeway, and Walmart and various fresh markets. The Company has another location in Hayward. Training will be conducted at both facilities. This will be the Company’s first ETP contract.

Veterans Program

Although this proposal doesn’t include a Veteran’s component, La Terra Fina recruits from Ranstad Employment Agency to fill positions. The Company represents Ranstad’s recruitment efforts include attracting eligible veterans and providing veteran-transition services.

Retrainee-Job Creation

In this proposal, La Terra Fina plans to include 32 Job Creation trainees (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.

La Terra Fina is committed to increasing their workforce by 32 employees. The demand for products has increased by 25-30% since the beginning of the pandemic. Volume of sales and production demand is driving the growth of the workforce.

For COVID Pilot proposals, backfilling is permissible if it is related to calling back employees or hiring new staff that resulted from COVID downsizing events. In this instance, 0 percent of the proposed training population are estimated as backfilling staff members.

PROJECT DETAILS

Training Plan / Curriculum

The delivery method listed in curriculum will be Class/Lab, however, may use CBT, PL, or E-Learning when delivering training. Training Type will be "COVID Training Bundle."

Training Hours

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

Special Employment Training

Under SET, the participating employer is not required to demonstrate out-of-state competition (OSC). However, in this case, the employer does meet ETP's OSC requirement.

- Wage

Trainees qualify for the ETP COVID Pilot Minimum Wage of \$17.50 per hour statewide with the use of up to \$0.50 cents 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. However, the Company represents 30 hours is the minimum for full-time employment status to receive health benefits and requests a modification to 30 hours.

➤ Training Infrastructure

La Tera Fina's General Manager (dedicated administrator) will provide administrative oversight, and the Head of HR will assist with training scheduling, training supervision, and records management while working with the Warehouse Manager to coordinate records at the offsite Warehouse site. A subcontractor, Economic Incentives Advisory Group (EIAG), has also been retained to assist with ETP systems and administration. ETP training will be delivered in-house by approximately 5 full-time subject-matter experts who will coordinate training delivery.

Impact/Outcome

32 new employees will have upgraded skills necessary to fulfill their job functions in a safe manner that reflect proper COVID-19 processes.

Commitment to Training

Between the two business locations in California the Company invests an estimated \$42,000 per year for 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.

Recordkeeping

Alternative recordkeeping method approved under the COVID-19 Response Plan.

Temporary to Permanent Hiring

The Company will train 15 workers under Panel guidelines for the Temporary-to-Permanent program (Job Number 1). 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 3 months.

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.

DEVELOPMENT SERVICES

EIAG in Phoenix, AZ assisted with development for a flat fee of \$4,800.

ADMINISTRATIVE SERVICES

EIAG will also perform administrative services for a fee not to exceed 12% 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:

COVID TRAINING BUNDLE

-  Communication
-  COVID Management
-  COVID Resources
-  COVID Overview
-  Hand Washing
-  Mask Wearing
-  Maintaining Social Distance
-  Positive Cases
-  Temperature Check Process
-  Department COVID Processes

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

DELEGATION ORDER



RETRAINEE - JOB CREATION

Training Proposal for:

Lester Lithograph, Inc. dba The Castle Press

Delegation \leq \$75,000 Single Employer

Contract Number: ET21-0353

Approval Date: June 8, 2021

Panel Meeting of: June 25, 2021

ETP Regional Office: San Diego

Analyst: C. Clady

PROJECT PROFILE

Contract Attributes:	SB <100 Job Creation Initiative Priority Rate Retrainee	Industry Sector(s):	Manufacturing (E) Services (61,71,72,81,92) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Orange	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: 30	U.S.: 30	Worldwide: 30
Turnover Rate:	3%		
Managers/Supervisors: (% of total trainees)	N/A		

In-Kind Contribution

\$65,450

Total ETP Funding

\$33,120

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
Out-of-State Competition:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Occupations to be Trained:	Administrative, Production, Sales, Customer Service Support, Supervisors/Managers, 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 SB<100	Business Skills Mfg. Skills Computer Skills Continuous Impr. PL-Mfg. Skills HazMat	30	8-60	0	\$1,035	\$19.12
				Weighted Avg: 45			
2	Job Creation Priority SB<100	Business Skills Mfg. Skills Computer Skills Continuous Impr. PL-Mfg. Skills HazMat	2	8-60	0	\$1,035	\$15.93
				Weighted Avg: 45			

*Post-Retention Wage is the Contractual Wage

Minimum Wage by County: Job Number 1: Orange County \$19.12/hr., & Job Number 2: Orange County \$15.93/hr.
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 Numbers 1-2.

OVERVIEW

Year Company Founded:	1931	Company Headquarters: <input checked="" type="checkbox"/> Single location Anaheim, CA
Total Number of Facility locations in California	1	
Facility location(s) where training will occur	<ul style="list-style-type: none"> Anaheim (Orange County) 	

Nature of Business:	<ul style="list-style-type: none"> • Lester Lithograph, Inc. dba The Castle Press (The Castle Press) is a commercial printing company that prints brochures, catalogs, and direct mail for a variety of clients.
Customer Base:	<ul style="list-style-type: none"> • Pharmaceutical Manufacturers • Universities • K-12 Schools

Business / Industry Needs / Changes	<ul style="list-style-type: none"> • The Castle Press has identified continuous education and development as a key ongoing component for future plans to remain competitive in the industry. • The Castle Press plans to expand sales by hiring experienced sales people and targeting prospective and existing clients. • The Castle Press is in the process of upgrading its International for Standardization (ISO) quality program from merely being compliant to an officially certified program. • The Company has implemented a Customer Relationship Management (CRM) software to assist clients faster and streamline services.
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Training Plan:

Need for Training:	<ul style="list-style-type: none"> • Sales staff will be trained in Sales, Product Knowledge, and Communication skills to effectively communicate with current and prospective customers. • Administrative Staff and Supervisors/Managers will be provided training in ISO. • Computer Skills upgrade is crucial to help staff understand cost and workflow to ensure production and logistics are synced. Therefore, Administrative and Management Staff will be trained on Microsoft Office Outlook, PowerPoint and Excel. • Training will be provided to the entire staff on the Customer Relationship Management Software (CRM).
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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	Business Skills	Computer Skills
Manufacturing Skills	Hazardous Materials	

Certified Safety Training	<input type="checkbox"/> OSHA 10/30 <input type="checkbox"/> HAZWOPER <input checked="" type="checkbox"/> Hazardous Materials (HAZMAT)
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Productive Laboratory	Justification: <input checked="" type="checkbox"/> New Equipment <input checked="" type="checkbox"/> New Production Procedures <input checked="" type="checkbox"/> Certification Standards
	There will be 45 PL Hours per-trainee .
	Occupations Receiving PL Training: Production Staff
The PL instructor must be dedicated to training, at a ratio of 1:1.	

Job Creation Justification	<input checked="" type="checkbox"/> Expanding existing business capacity by adding newly-hired employees to an existing function;
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Training Infrastructure & Administrative Plan

<ul style="list-style-type: none"> Project Oversight: The Chief Operation Officer will have oversight of the project administration and implementation (coordinating and scheduling) with assistance of Human Resource Staff.
<ul style="list-style-type: none"> Trainers: <input checked="" type="checkbox"/> In-house – Types of Training: <input type="checkbox"/> Vendor – Types of Training by vendor:
<ul style="list-style-type: none"> Administration: The Chief Operating Officer will lead the day- to-day project Administration internally and provide rosters for uploading to the sub-contractor. Training Funding Group has been retained to serve as the administrative contractor. Training Funding Group has a detailed training plan in place and is prepared to begin training upon approval. <input checked="" type="checkbox"/> In-house <input checked="" type="checkbox"/> Subcontractor

Repeat Contract

Number Of Contracts in last 5 years:	1
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<ul style="list-style-type: none"> • Training provided / focus in last Contract: 	<ul style="list-style-type: none"> • Training in the last project focused on Business Skills, Computer Skills and Hazardous Material Skills.
<ul style="list-style-type: none"> • Difference in Training Plan: 	<ul style="list-style-type: none"> • The Castle Press is certifying with the International Standards Organization (ISO) to the 9001:2015 standard, which will require new procedures and processes throughout. • In addition staff will be trained on new equipment as well as a new Customer Relationship Management (CRM).

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 \$ %
17 CR-0023	Anaheim	6/30/17- 6/29/19	\$54,782	\$44,850 (82%)

SUBCONTRACTORS

Subcontractor Type	Subcontractor Name	City	Cost / %
Development	Training Funding Group	Seal Beach	\$1,900
Administrative	Training Funding Group	Seal Beach	13%
Training Vendors	To Be Determined		

Exhibit B: Menu Curriculum

Class/Lab Hours

8-60

Trainees may receive any of the following:

BUSINESS SKILLS

- Communication Skills
- Customer Relations
- Leadership/Coaching Skills
- Presentation Skills
- Planning
- Product Knowledge
- Project/Program Management
- Sales

COMPUTER SKILLS

- Adobe-Creative, Marketing, Document Management
- Web to Print Software
- Customer Relation Management (CRM)
- New MIS System Installation and Use
- MS Office: Word, Excel and Outlook
- Payroll
- Web Design

MANUFACTURING SKILLS

- Design & Prototyping
- Equipment/Printing Operations
- Inspection Techniques
- Good Manufacturing
- Inventory Processes
- Maintenance & Troubleshooting
- Pre-Press
- Product Assembly/Packaging/Shipping Operation
- Preventative Maintenance
- Standard Operating Procedures
- Troubleshooting

CONTINUOUS IMPROVEMENT

- ISO 9001: 2008
- Lean Manufacturing Operations
- Process Improvement
- Problem Solving Tools and Techniques
- Quality Improvement
- 5S
- Teambuilding

HAZARDOUS MATERIALS

- Hazardous Material Handling
- Material Safety Data Sheets

PL Hours

0 – 45

MANUFACTURING SKILLS (1:1 Trainer-to-Trainee Ratio)

- Design & Prototyping
- Equipment/Printing Operations
- Inspection Techniques
- Good Manufacturing
- Inventory Processes
- Maintenance & Troubleshooting
- Pre-Press
- Product Assembly/Packaging/Shipping Operation
- Preventative Maintenance
- Standard Operating Procedures
- Troubleshooting

Note: Reimbursement for retraining is capped at 60 total training hours per trainee, regardless of the method of delivery.

DELEGATION ORDER



COVID Rapid Reemployment and Retraining Pilot

Training Proposal for:

**Mikla Dunning Physical Therapy Systems P.C. dba Kime
Performance Physical Therapy**

Contract Number: ET21-0357

Approval Date: June 8, 2021

Panel Meeting of: June 25, 2021

ETP Regional Office: Sacramento

Analyst: C. Kaiser

PROJECT PROFILE

Contract Attributes:	COVID SB <100 Job Creation Initiative SET	Industry Sector(s):	Services (G) Healthcare (62) Priority Industry: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Counties Served:	El Dorado, Placer, Sacramento, Yolo	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: 25	U.S.:25	Worldwide: 25
<u>Turnover Rate:</u>	2%		
<u>Managers/Supervisors:</u> (% of total trainees)	0%		

FUNDING DETAIL

In-Kind Contribution
\$46,000

Total ETP Funding
\$46,000

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	Job Creation COVID SB <100 SET	Other Titles (COVID Training Bundle)	23	4-4	0	\$2,000	\$17.50
				Weighted Avg: 4			

***Post-Retention Wage is the Contractual Wage**

Minimum Wage by County: COVID Pilot Minimum wage for all counties is \$17.50/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	Post-Retention Wage Range	Estimated # of Trainees
Job Number 1:		
Benefit Coordinators		2
		2
Clinical Coordinators		4
Physical Therapists		15

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.

Founded in 2015 and headquartered in El Dorado Hills, Mikla Dunning Physical Therapy Systems P. C. dba Kime Performance Physical Therapy (Kime PT) (www.kimeperformance.com) offers physical therapy services throughout the Sacramento and Greater Sacramento area. Services include rehabilitation, performance improvement, and at home performance plans that include stretching routines and nutrition plans. The Company has six locations in California. Training will be conducted at the El Dorado (1), Roseville (1), Davis (1), and Sacramento (3) locations. This is Kime PT's first ETP Contract.

Special Employment Training

Under SET, the 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 use of \$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.

Veterans Program

Kime PT currently has one Veteran employee. The Company is looking to recruit additional Veterans through referrals.

Retrainee - Job Creation

The Company will hire 23 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.

Due to COVID, Kime PT began offering remote physical therapy to high-risk patients; however, due to the lack of in-home resources, reduced elective surgeries, and youth sports being shut down, the Company experienced a decrease in revenue. As the state reopens, Kime PT's demand has dramatically increased. The Company's revenue and customers have increased at a volume that requires it to hire additional employees at all locations. The Company will also be expanding in the next two years with at least two new locations planned, in Sacramento and Placer County.

PROJECT DETAILS

Training Plan / Curriculum

The delivery method listed in curriculum will be Class/Lab, however, may use CBT, PL, or E-Learning when delivering training.

Training Type will be "COVID Training Bundle."

Other Titles/COVID Training Bundle: Training will be offered to all occupations on:

Related safety training that include courses in Knowledge of Coronavirus, Preventing Virus Spread, Proper Use of PPE, and Tools and Equipment Training.

Training Hours

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

➤ Training Infrastructure

Training will be provided by qualified in-house trainers. Kime PT's Owner will oversee the ETP Contract. The Human Resources Manager will coordinate the training schedule and manage the rosters. In addition to the assigned staff members, Kime PT has also retained the services of a subcontractor who has extensive ETP experience to assist with administration.

Record Keeping

Kime PT is using alternative recordkeeping method approved under the COVID-19 Response Plan.

Commitment to Training

The annual training budget for Kime PT is approximately \$150,000 annually for all locations. Training includes new software, updated processes, continuing employee development, and all job specific trainings.

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.

DEVELOPMENT SERVICES

Propel Consulting Group in El Dorado Hills assisted with development of this proposal at no cost.

ADMINISTRATIVE SERVICES

Propel Consulting Group 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 Hours

4-4 Trainees may receive any of the following:

OTHER TITLES (COVID TRAINING BUNDLE)

- BLS (Basic Life Support) CPR and First Aid Training
- Cleaning and Disinfecting
- Contact Checklist
- Customer Service
- Families First Coronavirus Response Act
- Knowledge of Coronavirus
- Preventing Virus Spread
- Proper use of PPE (Personal Protective Equipment)
- Scheduling
- Social Distancing
- Symptoms Checklist
- Testing Information
- Tools and Equipment Training
- Use of Sanitizers

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



RETRAINEE - JOB CREATION

Training Proposal for:

New Tech Aircraft Services, Inc.

Delegation ≤ \$75,000 Single Employer

Contract Number: ET21-0334

Approval Date: June 3, 2021

Panel Meeting of: June 25, 2021

ETP Regional Office: North Hollywood

Analyst: M. Paccerelli

PROJECT PROFILE

Contract Attributes:	Retrainee Job Creation Initiative Priority Rate SB <100	Industry Sector(s):	Services (G) Aerospace Related Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Los Angeles, Alameda, Sacramento, San Bernardino	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: 52	U.S.: 52	Worldwide: 52
<u>Turnover Rate:</u>	18%		
<u>Managers/Supervisors:</u> (% of total trainees)	N/A		

In-Kind Contribution
\$49,104

Total ETP Funding
\$47,058

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
Occupations to be Trained:	Mechanics, Warehouse Staff, Drivers, Administrative/Support Staff, Supervisor, 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 SB<100	Business Skills Computer Skills Continuous Impr. Comm Skills	52	8-200	0	\$759	\$19.12
				Weighted Avg: 33			
2	Retrainee Priority Job Creation SB<100	Business Skills Computer Skills Continuous Impr. Comm Skills	10	8-200	0	\$759	\$15.65
				Weighted Avg: 33			

Minimum Wage by County: Job Number 1 (Retrainee): \$20.86 per hour for Alameda County; \$19.77 per hour for Los Angeles County; and \$19.12 per hour for Sacramento and San Bernardino Counties. Job Number 2 (Job Creation): \$17.39 per hour for Alameda County; \$16.48 per hour for Los Angeles County; \$15.65 per hour for Sacramento and San Bernardino Counties.

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 for Job Number 1 only.

OVERVIEW

Year Company Founded:	2010	Company Headquarters: <input type="checkbox"/> Single location Los Angeles
Total Number of Facility locations in California	<ul style="list-style-type: none"> • 4 	
Facility location(s) where training will occur.	<ul style="list-style-type: none"> • Los Angeles (Los Angeles County) • Oakland (Alameda County) • Sacramento (Sacramento County) • Ontario (San Bernardino County) 	
Nature of Business:	<ul style="list-style-type: none"> • New Tech Aircraft Services, Inc. (NTAS) provides maintenance support and services at major airports in California. NTAS also provides engine cleaning for all major aircraft power plants. 	

Customer Base:	<ul style="list-style-type: none"> • Passenger and Cargo Airlines
Business / Industry Needs / Changes	<ul style="list-style-type: none"> • NTAS is in an industry that is constantly evolving requiring the Company to keep pace with changing industry requirements, government regulations, customer demand, and technological changes. • NTAS has expanded its operations in Ontario International Airport and McClellan Airfield. • NTAS acquired new customer contracts

Training Plan:

Need for Training:	<ul style="list-style-type: none"> • As changes in the industry occur, NTAS needs to properly train its employees with the working knowledge of the new airport locations policies and procedures. In addition, the Company is providing upgraded training at the current Los Angeles World Airport and Oakland International Airport. • New customer contracts require mechanics to be trained specifically to their standards and aircrafts. • NTAS is always striving to improve its employees' knowledge and understanding of the industry and customer needs by providing them training on various types of aircraft and the newest technology and procedures to keep up with industry standards.
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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

Business Skills	Computer Skills	Continuous Improvement
Commercial Skills		

Job Creation Justification	<input checked="" type="checkbox"/> Expanding existing business capacity by adding newly-hired employees to an existing function
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Training Infrastructure & Administrative Plan

<ul style="list-style-type: none"> • Project Oversight: <p>The Company's Chief Financial Officer will oversee this ETP project with the help of two staff members. Supervisors for each location will be in charge of training and internal administration at their respective locations. NTAS has a detailed training schedule in place and is ready to begin training upon Panel approval.</p>
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<ul style="list-style-type: none"> • Trainers: <ul style="list-style-type: none"> <input checked="" type="checkbox"/> In-house – Types of Training: Continuous Improvement <input type="checkbox"/> Vendor – Types of Training by vendor:
<ul style="list-style-type: none"> • Administration: <ul style="list-style-type: none"> <input checked="" type="checkbox"/> In-house <input type="checkbox"/> Subcontractor

Repeat Contract:

<ul style="list-style-type: none"> • Number Of Contracts in last 5 years: 	1
<ul style="list-style-type: none"> • Training provided / focus in last Contract: 	<ul style="list-style-type: none"> • NTAS implemented an in-house Aircraft Technician training program initiative as a tool to increase services and attract new customers. • Training focused on NTAS’ investment in new equipment and software such as ZOHO, lift trucks, and step vans. • Training provided focused on changing industry requirements, government regulations, and technological changes.
<ul style="list-style-type: none"> • Difference in Training Plan: 	<ul style="list-style-type: none"> • Training will focus on NTAS’ new operations in Ontario International Airport and McClellan Airfield. These locations were not included in the last Contract. Trainees in other locations will receive updated and upgraded training.

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 \$ %
ET18-0120	Los Angeles, Alameda	08/08/2017-08/07/2018	\$49,010	\$48,646 (99%)

SUBCONTRACTORS

Subcontractor Type	Subcontractor Name	City	Cost / %
Development	N/A	N/A	N/A
Administrative	N/A	N/A	N/A
Training Vendors	N/A	N/A	N/A

Exhibit B: Menu Curriculum

Class/Lab Hours

8-200 Trainees may receive any of the following:

BUSINESS SKILLS

- Leadership
- Communication Skills
- Customer Service

COMPUTER SKILLS

- Airline Software
- Service Report Applications
- Airline Procedure Manuals
- Microsoft Office

CONTINUOUS IMPROVEMENT

- Team Building
- Document Processes
- Customers' Specifications and Requirements
- Policies and Procedures
- Federal Aviation Administration Updates

COMMERCIAL SKILLS

Airport Procedures

- Authorized Signers Training
- Airport Driving Procedures/Guidelines
- Aircraft Surface Movement Guidelines
- Airport Procedures and Policies

Mechanical Skills

- Types of Aircraft Engines
- Multiple Aircraft Engines Service and Repairs
- Maintenance Procedures
- Tools and Equipment Operations
- Documentation – Customer Requirements

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

DELEGATION ORDER



COVID Rapid Reemployment and Retraining Pilot

Training Proposal for: Oven Fresh Bakery, Incorporated

Contract Number: ET21-0315

Approval Date: June 1, 2021

Panel Meeting of: June 25, 2021

ETP Regional Office: San Francisco Bay Area

Analyst: K. Lappen

PROJECT PROFILE

Contract Attributes:	COVID SB <100 Job Creation Initiative SET	Industry Sector(s):	Manufacturing (E) Trade Wholesale (42) 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: 13	U.S.: 13	Worldwide: 13
<u>Turnover Rate:</u>	11%		
<u>Managers/Supervisors:</u> (% of total trainees)	N/A		

FUNDING DETAIL

In-Kind Contribution
\$12,000

Total ETP Funding
\$16,000

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	Job Creation COVID SET SB <100	Other Titles (COVID Training Bundle)	8	4-4	0	\$2,000	\$17.50
				Weighted Avg: 4			

***Post-Retention Wage is Contractual Wage**

<p>Minimum Wage by County: COVID Pilot Minimum wage for all counties is \$17.50/hour</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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Maybe</p> <p>Up to \$2.50 per hour may be used to meet the Post-Retention Wage.</p>
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Wage Range by Occupation		
Occupation Titles	Post-Retention Wage Range	Estimated # of Trainees
Production Staff		5
Production Lead		1
		1
		1

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 (SET).

Founded in 1975 and headquartered in Hayward, Oven Fresh Bakery, Incorporated (Oven Fresh) (www.ovenfresh-bakery.com) is a food processing company specializing in frozen bakery goods including croissants, danishes, and other products. Its customer base and distributors include BakeMark US LL, JBS Foods, and B&H distributors. This will be Oven Fresh’s second ETP project, it’s second in the last five years. ETP training will be delivered at the Company’s manufacturing facility located at its headquarters in Hayward.

Veterans Program

Although this proposal doesn’t include a Veteran’s component, Oven Fresh hires veterans even though it doesn’t have the resources to develop a recruitment plan for veterans-specific outreach.

Retrainee - Job Creation

In this proposal, the Company will hire eight 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. However, backfilling is permissible for COVID Pilot proposals if it is related to calling back employees or hiring new staff that resulted from COVID-downsizing events.

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.

PROJECT DETAILS

As California start to re-open, the demand for frozen bakery goods has started to increase. To meet the demand, Oven Fresh plan to hire and re-hire eight employees. However, COVID-19 pandemic forced Oven Fresh’s production and safety procedures to change. To remain compliant to Safe Quality Food certification and ensure safety to its workforce, it is planning to bring in new workers and to train on COVID-19 safety, food safety, and new production procedures. This safety training will keep the workforce up to date and remain compliant with the CDC regulations.

Oven Fresh Bakery’s training will verify that all employees have a clear understanding of safety updates and changes to their job functions. Training will help employees feel confident and safe in the workplace and create new opportunities and skills. Training topics will be provided based on the Good Manufacturing Practices (GMP) with an emphasis on COVID-19 safety & sanitation.

Training Plan / Curriculum

The delivery method listed in curriculum will be Class/Lab, however, may use CBT, PL, or E-Learning when delivering training.

Other Titles/COVID Training Bundle: Training will be offered to all occupations on COVID-19 Procedures, Compliance Tracking, Disinfecting Workstations, Facility Cleanliness, GMP, Problem Solving, Product Packaging, Safety Leadership, Sanitation, and Team Building.

Special Employment Training

Under SET, the 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.

Training Hours

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

➤ Training Infrastructure

Oven Fresh's Office Manager (dedicated administrator) will oversee the training and administration. ETP-funded training will be delivered by two (subject-matter experts) internal trainers- the Q.A. Manager and the Office Manager and by outside-training vendors when needed.

Impact/Outcome

ETP funds will develop skilled employees to increase output, while maintaining job safety during the COVID-19 pandemic as the Company is committed to ensuring safety to its employees. ETP training will allow employees to become proficient and effective in a safe-working environment.

Commitment to Training

Oven Fresh's annual training budget for California is \$17,000 per facility to deliver mandatory video training, group projects and exams, and hands-on 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.

Recordkeeping

Alternative recordkeeping method approved under the COVID-19 Response Plan.

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 \$ %
ET18-0202	Hayward	4/2/18- 4/1/20	\$17,368	\$17,368 (100%)

DEVELOPMENT SERVICES

N/A

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:

COVID TRAINING BUNDLE

- Covid-19 Procedures
- Compliance Tracking
- Disinfecting Workstations
- Employee Infection Disease Training
- Facility Cleanliness
- Good Manufacturing Practices
- Inventory & Raw Materials Training
- Leadership Skills
- Performance & Quality Improvement
- Problem Solving
- Product Packaging
- Product Specifications
- Quality Control
- Safety Leadership
- Safety Quality Food Certification
- Sanitation
- Standard Operating Procedures
- Team Building

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

DELEGATION ORDER



COVID Rapid Reemployment and Retraining Pilot

Training Proposal for: PB Loader Corporation

Contract Number: ET21-0358

Approval Date: June 10, 2021

Panel Meeting of: June 25, 2021

ETP Regional Office: Sacramento

Analyst: D. Jordan

PROJECT PROFILE

Contract Attributes:	COVID Job Creation Initiative SB <100 HUA SET	Industry Sector(s):	Manufacturing (E) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Fresno	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: 81	U.S.: 81	Worldwide: 81
<u>Turnover Rate:</u>	10%		
<u>Managers/Supervisors:</u> (% of total trainees)	0%		

FUNDING DETAIL

In-Kind
\$19,000

Total ETP Funding
\$38,000

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	Job Creation COVID SB <100 SET	Other Titles (COVID Training Bundle)	19	4-4	0	\$2,000	\$17.50
				Weighted Avg: 4			

***Post-Retention Wage is the Contractual Wage**

Minimum Wage by County: COVID Pilot Minimum wage for all counties is \$17.50/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	Post-Retention Wage Range	Estimated # of Trainees
Operations Staff 1		7
Operations Staff 2		8
Sales Staff 1		1
Sales Staff 2		1
Quality Control Staff		1
Engineering Staff		1

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.

Founded in 1956 and headquartered in Fresno, PB Loader Corporation (PB Loader) (<http://pbloader.com>), specializes in the manufacturing of commercial and industrial truck mounted equipment that is used in the agricultural, road maintenance, and construction industries. PB Loader's customers include municipalities, Caltrans and truck dealerships. Training will take place at the Company's location in Huron. This is PB Loaders second ETP Contract and second in the last five years.

PROJECT DETAILS

Retrainee - Job Creation

PB Loader has sought out new markets and customers because of COVID-19 which has resulted in increased sales and the need for more production capacity. In addition, PB Loader being classified as an essential business has also contributed to their growth. The Company anticipates onboarding 19 additional staff in order to address the increase in demand with the state re-opening. 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. The date-of-hire for trainees will be within the three-month period before contract approval or within the term-of-contract.

Veterans Program

PB Loader posts job announcements on local job boards such as NEO and Ready2hire program. The Company accepts applications and strongly consider veteran candidates. PB Loader currently does not have any Veterans that will be participating in this contract.

Training Plan / Curriculum

The delivery method listed in curriculum will be Class/Lab, however, may use CBT, PL, or E-Learning when delivering training.

Training Type will be "COVID Training Bundle".

Other Titles/COVID Training Bundle: Training will be offered to all occupations on: COVID Precaution and Prevention Training, Process Control, Product Knowledge, Leadership and Problem Solving, Supervisory Skills, Welding, Marketing and Sales Techniques.

Special Employment Training

Under SET, the 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.

Training Hours

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

High Unemployment Area

Trainees Job Number 1 work in a High Unemployment Area (HUA), a region with unemployment exceeding the state average by at least 25%. The Company's location in Fresno County is in an HUA.

Commitment to Training

PB Loader budgets approximately \$145,000 annually 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

PB Loader's Director of Operations will oversee the overall success and perspectives of the contract. The HR Manager will work with the HR Assistant on identifying trainees and scheduling training. Additionally, PB Loader has 10 part-time instructors and designated staff members that will assist with administration and operation. PB Loader has a process in place to ensure all administrative duties are handled properly, with all staff aware of their responsibilities. PB Loader also retained the services of a third party subcontractor who will assist with all administrative requirements.

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-0071	Fresno	10/02/17 – 10/01/19	\$71,760	\$60,814.26 (85%)

DEVELOPMENT SERVICES

Sierra Consulting Services in Cameron Park assisted with development of this proposal for a flat fee of \$3,800.

ADMINISTRATIVE SERVICES

Sierra Consulting Services 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 Hours**

4 - 4

Trainees may receive any of the following:

OTHER TITLES (COVID Training Bundle)

- COVID Breaking Bad Habits
- COVID Hand Hygiene and Minimizing Potential Routes of Transmission training
- COVID Precaution and Prevention training
- Electrical Wiring
- Engineering Design – DFM (Design For Manufacturing) & DFA (Design for Assembly)
- Hazardous Materials Handling and Safety training
- Industrious Software
- Leadership and Problem Solving
- Lean Manufacturing Principles
- MAS 90/SAGE 100
- Marketing/Sales Techniques
- Mechanical Assembly
- Motivation
- Process Control
- Product Knowledge
- Quest Software
- Shop Floor Control Management
- Supervisory Skills
- Welding

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:
Precision Swiss Products, Inc.**

Delegation \leq \$75,000 Single Employer

Contract Number: ET21-0309

Approval Date: May 25, 2021

Panel Meeting of: June 25, 2021

ETP Regional Office: San Francisco Bay Area

Analyst: S. Wang

PROJECT PROFILE

Contract Attributes:	COVID SB <100 SET Priority Rate Job Creation Initiative	Industry Sector(s):	Manufacturing (E) Aerospace Related Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Santa Clara	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: 77	U.S.: 77	Worldwide: 77
<u>Turnover Rate:</u>	8%		
<u>Managers/Supervisors:</u> (% of total trainees)	0%		

FUNDING DETAIL

In-Kind Contribution
\$50,000

Total ETP Funding
\$40,000

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	Job Creation SET SB <100 COVID	Other Titles (COVID Training Bundle)	20	4-4	0	\$2,000	\$17.50
				Weighted Avg: 4			

***Post-Retention Wage is the Contractual Wage**

<p>Minimum Wage by County: COVID Pilot Minimum wage for all counties is \$17.50/hour</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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Maybe</p> <p>Up to \$2.10 per hour may be used to meet the Post-Retention Wage.</p>
--

Wage Range by Occupation		
Occupation Titles	Post-Retention Wage Range	Estimated # of Trainees
Engineering/Quality Staff		2
		3
		3
Production Staff		1
		3
		3
Support Staff		1
		2
		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.

Founded in 1976 and headquartered in Milpitas, Precision Swiss Products, Inc. (PSP) (www.precisionswiss.com) specializes in high-precision manufacturing of miniature and micro-machined parts and assemblies for the Aerospace, Medical and Energy industries. PSP manufactures precision-machined components, specializing in materials that are difficult to manufacture. Some of these materials include titanium, hastelloy, kovar, nickel and stainless steel. ETP-funded training will be delivered at its headquarters in Milpitas.

This will be PSP’s third ETP proposal, and it’s second in the last five years. PSP is a supplier of original equipment manufacturers’ Fortune 500 companies. The Company designs and manufactures aerospace parts used in aircraft-fuel systems, tray tables, and braking gear

assemblies. Its medical-device parts are used in cochlear implants, dentistry surgery, endoscopy, and soft-tissue fasteners. This ETP project is funded under the COVID Pilot program.

Veterans Program

While PSP does not currently have any specific Veteran-recruiting practices, it is interested in looking into various options moving forward.

Retrainee - Job Creation

In this proposal, the Company will hire 20 new employees (Job Number 1) to meet its business-capacity need for product demand. The date-of-hire for trainees will be within the three-month period before contract approval or within the term-of-contract.

Due to the COVID-19 pandemic, this triggered an unprecedented demand for medical devices as well as caused significant disruption to the global medical-device manufacturing and supply-chain operation. Since the manufacturing of medical devices calls for rapid turnaround time with strict requirements, PSP would need all hands-on-deck response to meet its customer needs.

PROJECT DETAILS

PSP's training will focus on meeting the increase demand for its medical device products. The Company states that its sales revenue is currently on track to grow by 21%, and PSP has a year-to-date sales and purchasing order backlog that is larger than last year's total sales.

Additionally, the Company adopted new policies and procedures dedicated to preparing and protecting its employees against the transmission of COVID-19. Some of the new policies and procedures include making proper spacing within the facility, cleaning surfaces, communicating and training employees on COVID-19 protocols, and temperature check upon arrival to work.

Training Plan / Curriculum

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 Business Process Skills, COVID Related Process Changes, and Improved Manufacturing Procedures.

Special Employment Training

Under SET, the 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 \$2.10 per hour 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.

Record Keeping

PSP will use alternate recordkeeping methods approved under the COVID-19 Response Plan.

Commitment to Training

PSP's annual-training budget is approximately \$150,000 and includes anti-harassment, diversity, basic job skills training, and new employee 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 Chief Operating Officer (dedicated administrator) will oversee all ETP training. An in-house trainer will oversee scheduling training, collecting rosters, and delivering training. ETP training will be delivered by in-house experts. PSP has also hired a third-party administrator - Training Funding Partners (TFP) to provide external administrative duties and to help manage ETP's online systems.

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 \$ %
*ET15-0336	Milpitas	12/1/14 – 11/30/16	\$47,840	\$17,345 (36%)

*PSP developed the previous application internally, without a third party, and it did not have a full understanding of ETP's processes and requirements. PSP has spent a considerable amount of time during the last few years educating staff on how to complete rosters and ensure eligible training is tracked accurately. This process has been integrated into its formal training processes and will help to facilitate a more successful project. PSP has also now retained an experienced administrative subcontractor- TFP to assist with project development and administration and to help keep the project on track. Additionally, the Company feels conservative in its projection to hire 20 new employees in a two-year term with the growth of its sales revenue projected for this year.

DEVELOPMENT SERVICES

TFP in Fountain Valley assisted with development for a flat fee of \$3,500.

ADMINISTRATIVE SERVICES

TFP 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/E-Learning Hours

4-4

Trainees may receive any of the following:

OTHER TITLES (COVID Training Bundle)

- Advanced Safety Skills
- Business Process Skills
- Communication Skills
- COVID Related Process Changes
- Cross-Training Skills
- Customer Service Skills
- Documentation Skills
- Improved Manufacturing Processes
- Leadership Skills
- Logistics
- Manufacturing Equipment Operations
- Manufacturing Procedures/Processes
- Problem Solving/Decision Making
- Process/Quality Improvement Procedures
- Proprietary Manufacturing Processes
- Proprietary System Skills
- Social Distancing Guidelines

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

DELEGATION ORDER



**COVID Rapid Reemployment and Retraining Pilot
Training Proposal for:
RPAC, A Limited Liability Company**

Contract Number: ET21-0354

Approval Date: June 7, 2021

Panel Meeting of: June 25, 2021

ETP Regional Office: Sacramento

Analyst: J. Dongallo

PROJECT PROFILE

Contract Attributes:	COVID Retrainee-Job Creation SET HUA SB <100	Industry Sector(s):	Agriculture (B) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Merced	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: 40	U.S.: 40	Worldwide: 40
<u>Turnover Rate:</u>	2%		
<u>Managers/Supervisors:</u> (% of total trainees)	0%		

FUNDING DETAIL

In-Kind Contribution
\$75,000

Total ETP Funding
\$42,000

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 COVID SET SB <100	Other Titles (COVID Training Bundle)	21	4-4	0	\$2,000	\$17.50
				Weighted Avg: 4			

Minimum Wage by County: COVID Pilot Minimum wage for all counties is \$17.50/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 \$0.50 per hour may be used to meet the Post-Retention Wage.

Wage Range by Occupation		
Occupation Titles	Post-Retention Wage Range	Estimated # of Trainees
Administrative		1
		3
Forklift Drivers		6
Machine Operators		5
Processors		3
		3

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 1986 and headquartered in Los Banos, RPAC, A Limited Liability Company (RPAC) (<https://rpacalmonds.com>) grows, processes and markets natural almonds. RPAC is one of the oldest huller/sheller operations in California producing up to 30 different types of natural almonds. RPAC distributes its product to wholesalers throughout the state that sell directly to consumers. This is RPAC’s first ETP Contract. Training will be conducted at the Company’s sole location in Merced County.

Special Employment Training

Under SET, the 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 \$0.50 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.

Veterans Program

The Company hires and participates in Veteran Job Fairs but does not actively track hired Veterans.

Retrainee - Job Creation

RPAC is facing an elevated demand for its products. To meet this increased demand the Company has added new technology and processing facilities at an approximate cost of \$10,000,000. Traditionally the Company has processed its crops in a more manual fashion, but recently RPAC has committed to making the process more automated so it can ensure the safest product at the highest quality. This cutting-edge industry technology requires the Company to hire people experienced in automation and managing the process with the new technology.

In addition, RPAC has greatly increased the square footage of its processing facility from 2,500 square feet to 75,000 square feet. This created a need for new employees, as well as, a need to train existing employees on new skillsets to compliment the newly expanded processing areas. This increase in space and volume has also created a need to hire more administrative personnel for support. Hiring additional staff will also allow RPAC to bring extra focus on clean production and sustainability that includes precautions for COVID-19. Training will focus on onboarding new staff and COVID safety protocols and guidelines. Training allows RPAC to maintain COVID guidelines and ensures customer expectations are met.

RPAC anticipates hiring 21 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.

PROJECT DETAILS

Training Plan / Curriculum

The delivery method listed in curriculum will be Class/Lab, however, may use CBT, PL, or E-Learning when delivering training.

Training Type will be "COVID Training Bundle".

Other Titles/COVID Training Bundle: Training will be offered to all occupations on:

Basic Knowledge of Coronavirus, Contact Checklist, Contact Tracing/Reporting, Food Product Safety, Machine Guarding, Packing Techniques, Preventing Virus Spread, Proper Use of PPE (Masks), Quarantine Protocols, Social Distancing, Symptoms Checklist, Testing Information and Use of Sanitizers.

Training Hours

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

High Unemployment Area

All trainees work in a High Unemployment Area (HUA), with unemployment exceeding the state average by at least 25%. The Company's location in Merced is a HUA.

Record Keeping

RPAC will use an alternative recordkeeping method approved under the COVID-19 Response Plan.

Commitment to Training

RPAC has an annual training budget of approximately \$150,000. The Company utilizes subject-matter experts to conduct training. The Company intends to significantly increase the number of subject-matter experts to deliver more training. The training budget includes state-mandated safety training, supplies and equipment, health screens, cleaning and disinfecting.

ETP funds will not displace the existing financial commitment to training. ETP funds will support the Company's ongoing financial commitment to training. At the completion of the ETP training, RPAC will continue to provide its workforce the skillsets they need to develop and grow within the Company. Safety training is, and will continue to be provided, in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

The Office Manager will oversee training and administration of the ETP Contract including collecting, submitting, and uploading training rosters to ETP Online Tracking. The Office Manager will be working with the Food Safety Coordinator, and the Operations Supervisor 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.

A third party administrator will assist with the implementation, compliance, reporting and reimbursements for the contract. Training will be provided by in-house facility experts and vendors as needed.

DEVELOPMENT SERVICES

Propel Consulting Group in El Dorado Hills assisted with development of this proposal for a flat fee of \$1,000.

ADMINISTRATIVE SERVICES

Propel Consulting Group 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 Hours**

4-4 Trainees may receive any of the following:

OTHER TITLES (COVID-19 Bundle)

- Basic Knowledge of Coronavirus
- Cleaning Tools & Equipment
- Communication Skills
- Contact Checklist
- Contact Tracing / Reporting
- Emergency Response
- Families First Coronavirus Response Act
- Food Product Safety
- Forklift Equipment
- Good Manufacturing Practices
- Logistics
- Machine Guarding
- Manufacturing Processes Overview
- Metal Detector Equipment Training
- Packing Techniques
- Precautions And Isolation Protocols
- Preventing Virus Spread
- Proper use of PPE (Masks)
- Protective Equipment Proper Use
- Quarantine Protocols
- Radiation/X-Ray Operations
- Receiving & Grading Techniques
- Safety Training
- Sanitation
- Screening For High Risk and Moderate Risk Employees
- Social Distancing
- Steps to Avoid Spreading Coronavirus
- Symptoms Checklist
- Testing Information
- Use of Sanitizers
- Workplace Disinfection, Sanitation & Safety

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:
Stepping Forward Counseling Center, LLC dba SFCC**

Delegation ≤ \$75,000 Single Employer

Contract Number: ET21-0356

Approval Date: June 14, 2021

Panel Meeting of: June 25, 2021

ETP Regional Office: San Diego

Analyst: C. Clady

PROJECT PROFILE

Contract Attributes:	COVID Job Creation Initiative SET Priority Rate SB <100	Industry Sector(s):	Services (G) Healthcare (62) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Los Angeles, Orange	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: 12	U.S.: 25	Worldwide: 37
<u>Turnover Rate:</u>	1%		
<u>Managers/Supervisors:</u> (% of total trainees)	4%		

FUNDING DETAIL

In-Kind Contribution
\$12,000

Total ETP Funding
\$24,000

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	Job Creation COVID SET SB <100	Other Titles (COVID Training Bundle)	12	4-4	0	\$2,000	\$17.50
				Weighted Avg: 4			

*Post-Retention Wage is the Contractual Wage

Minimum Wage by County: COVID Pilot Minimum wage for all counties is \$17.50/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 \$1.63 per hour may be used to meet the Post-Retention Wage

Wage Range by Occupation		
Occupation Titles	Post-Retention Wage Range	Estimated # of Trainees
Associate Clinical Staff		2
		1
Licensed Clinical Staff		5
Administrative Staff		1
		2
		1

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.

Founded in 2006 and headquartered in Irvine, Stepping Forward Counseling Center, LLC dba SFCC (SFCC) provides mental and behavior health services for children and adolescents. SFCC's services include: an intensive outpatient program, a partial care day program, a summer clinically advanced multi-modality program, and outpatient services (individual, family, group, telehealth and psychiatric therapy).

This will be SFCC's first ETP Contract. The Company currently has three locations, two in California, and one in New Jersey. However, all training will take place in Irvine, Yorba Linda and a future facility in Long Beach.

Special Employment Training

Under SET, the 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 up to \$1.63 per hour 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. The applicant requests this modification.

Veterans Program

Although this proposal doesn't have a Veteran job creation component, SFCC encourages Veterans to apply for positions.

Retrainee - Job Creation

SFCC will hire 12 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. SFCC is currently looking to open a new facility in the Long Beach vicinity next year.

Due to the COVID-19 pandemic, SFCC has had to expand its business model and capacity to incorporate telehealth delivery. This expanded delivery system has necessitated the growth of the organization.

PROJECT DETAILS

COVID 19 has impacted the mental health of children and teenagers. Therefore, staff must train on special topics such as LGBTQ, cultural sensitivity and crisis prevention. The COVID-19 pandemic adversely affected SFCC at the beginning of the outbreak, forcing the Company to close its facilities and develop telehealth delivery methods.

The push toward telehealth and technology requires staff training in business writing and electronic health record systems. This training is critical in order to keep accurate records of patients. In addition, training will include Proper Handwashing, Cognitive Behavioral Therapy and Safety Training.

Training Plan / Curriculum

The delivery method listed in curriculum will be Class/Lab, however, may include E-Learning when training is delivered.

Training Type will be "COVID Training Bundle".

This training is aimed at ensuring new employees are thoroughly knowledgeable on how to provide the highest level of care and attention while with a patient. It will also provide training on the constant changes and new regulations around COVID-19 and how to safely execute their job functions while ensuring both patient and employee safety.

Training Hours

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

Impact/Outcome

SFCC spends approximately \$15,000 annually on training for its California facilities and includes 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

The Administrative Coordinator will oversee the project and the Office Manager will coordinate the majority of training. Each training location will have a site administrator appointed to forward all proper documentation to SFCC's Administrative Coordinator. Training will be provided by dedicated in-house experts and vendors as needed.

Record Keeping

SFCC will use an alternate recordkeeping which will include videoconferencing.

DEVELOPMENT SERVICES

N/A

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 Training Bundle)

- COVID Safety Training (Proper Handwashing/PPE Use)
- Computer Skills (EHR software, Practice Management Software, Microsoft Office, WordPress)
- Business Skills (Business Performance, Communication Skills, Customer Services)
- Continuous Improvement (Decision Making, Leadership Skills, Problem Solving, Teambuilding)
- Management Skills
- Clinical Skills (Dialectical Behavioral Therapy, Cognitive Behavioral Therapy, Crisis Prevention Institute Training, Special Topics (LGBTQ, Cultural training, etc.), Progress Note Writing (writing literacy))
- Telehealth Training

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

DELEGATION ORDER



COVID Rapid Reemployment and Retraining Pilot

**Training Proposal for:
Yamamoto of Orient, Inc.**

Contract Number: ET21-0340

Approval Date: June 8, 2021

Panel Meeting of: June 25, 2021

ETP Regional Office: North Hollywood

Analyst: M. Paccereilli

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:	Los Angeles	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: 180	U.S.: 213	Worldwide: 768
<u>Turnover Rate:</u>	13%		
<u>Managers/Supervisors:</u> (% of total trainees)	10%		

FUNDING DETAIL

In-Kind Contribution
\$20,000

Total ETP Funding
\$20,000

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	Job Creation COVID SET	Other Titles (COVID Training Bundle)	10	4-4	0	\$2,000	\$17.50
				Weighted Avg: 4			

***Post-Retention Wage is Contractual Wage**

Minimum Wage by County: COVID Pilot Minimum wage for all counties is \$17.50/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 in health benefits to meet the Post-Retention Wage.

Wage Range by Occupation		
Occupation Titles	Post-Retention Wage Range	Estimated # of Trainees
Production Staff		7
Administrative Staff		2
Supervisor		1

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.

Yamamoto of Orient, Inc. (Yamamoto) (www.yamamotoyama.com) dates back to 1690 as the oldest family-owned and operated tea company in Tokyo, drawing from its rich heritage and vast expertise to provide a healthy and delicious innovative food. Each generation of the Yamamoto family cultivated an appreciation of the taste and health benefits of green tea and seaweed all over the world. In 1975, Yamamoto opened its United States facility in Los Angeles where tea and seaweed were processed to the highest standards for supermarkets and restaurants internationally. The Company later moved to a state-of-the-art production facility in Pomona and accredited by the Safety Quality Food Institute. Yamamoto also acquired Portland, Oregon-based Stash Tea Company. In this proposal, only trainees in the Pomona location will participate in training. This will be Yamamoto’s first ETP project.

Special Employment Training

Under SET, the 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 use of up to \$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.

Veterans Program

Although there is no separate Veterans component in this project, Yamamoto employs a number of Veterans. All qualified Veteran candidates are encouraged to apply for positions through its normal hiring policy.

Retrainee - Job Creation

Due to Covid-19, the need for global food production and preservation has increased dramatically, creating a demand to expand its business and hire additional workers. Therefore, Yamamoto plans to grow its California location with new jobs within the next year. Respectively, Yamamoto will hire/re-hire and train 10 employees across all occupations. The rehire of laid-off workers (backfilling) show a renewed workforce that was reduced due to economic conditions or other reasons leading to attrition. The date-of-hire for trainees will be within the three-month period before contract approval or within the term-of-contract.

PROJECT DETAILS

Training Plan

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

Other Titles (COVID Training Bundle): Training will be offered to all occupations in COVID-19 safety, production processes, and food handling and safety.

Record Keeping

Yamamoto is using an alternative recordkeeping method that is approved under the COVID-19 Response Plan.

Training Hours

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

Commitment to Training

Yamamoto spends approximately \$10,000 for staff training and development annually, which includes new hire orientation, onboarding, OSHA-mandated training, sexual harassment, and general safety training. 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

Yamamoto's Human Resources Director will be responsible for overseeing all aspects of the ETP Contract. The Human Resources Director has knowledge of the ETP program, having managed contracts previously for another ETP employer contract and accordingly will lead a team of five staff members who will provide training as subject-matter experts and manage

internal administration. Yamamoto has a detailed training schedule in place and is ready to begin training upon Panel approval.

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:

COVID Training Bundle

- ✚ COVID-19 Safety
- ✚ Production Processes
- ✚ New Hire Training
- ✚ Food Handling & Safety
- ✚ Workplace Success
- ✚ Communication Skills
- ✚ Interpersonal Skills
- ✚ Critical Thinking
- ✚ Goal Setting
- ✚ Conflict Resolution
- ✚ Safe Environment

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