

PANEL PACKET

March 2022



Employment Training Panel



PANEL NOTICE/AGENDA

**Friday, March 25, 2022
9:30 a.m.**

VIRTUAL MEETING

Attention: In response to the Governor's [Executive Order N-1-22](#) authorizing public bodies to take necessary action to protect the public from the spread of Coronavirus (COVID-19) until March 31, 2022, this Employment Training Panel Meeting will not have a physical presence to follow state guidelines on social distancing. This Employment Training Panel Meeting will be held through teleconferencing as noticed herein.

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

Join Zoom Meeting:

<https://us06web.zoom.us/j/86412979979>

Webinar ID: 864 1297 9979

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	Alayna Mollick
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For assistance, login and raise your hand or contact mario.maslac@etp.ca.gov or alayna.mollick@etp.ca.gov

Webinar Instruction Intro	9:30am	Alayna Mollick
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Virtual: Audio-Alayna/Voice-Panel Only

Call to Order by Acting Chairperson		Janice Roberts
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Virtual: Audio-Janice/Voice-Panel Only

- Roll Call

Hand-Raise Pause for Public Comment-Amanda

- Action to Approve March Panel Meeting Agenda
- Action to Approve January Panel Meeting Minutes

Executive Report		Reg Javier
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Virtual: Audio-Reg/Peter/Jaime/Tara/Michael/Voice-Panel Only

Peter Cooper

Panel Date: March 25, 2022

- Legislative/Budget/Other
- Budget Update and Action on Allocations
- Request Motion to Adopt Consent Calendar Projects/Action

Tara Armstrong
Michael Cable
Jaime Guitierrez

Policy Committee Report

Virtual: Audio-Gretchen/Voice-Panel Only

Gretchen Newsom

Annual Report and Strategic Plan

Virtual: Audio-Nancy/Voice-Panel Only

Nancy Tran

Presentation and Action Item on High Road Employer Definition

Virtual: Audio-Elisabeth/Voice-Panel Only

Elisabeth Testa

Action Item and Presentation:

- Announcing Awardees of the Paid Family Leave Small Business Grant
- Announcing Awardees of the Social Entrepreneurs for Economic Development (SEED) Grant

Chris Hoover

Jana Lazarewicz

Review and Action on Proposals

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

Virtual: Hand-Raise Pause for Public Comment-Amanda

Diana Torres
Ryan Swier
Robert Meyer
Chris Hoover
Jana Lazarewicz

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, Staff Attorney, at (916) 327-5422, or Michael.Cable@etp.ca.gov, or sending a written request to Michael A. Cable, Staff Attorney, 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, Staff Attorney, at (916) 327-5422, or Michael.Cable@etp.ca.gov, or sending a written request to Michael A. Cable, Staff Attorney, 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, March 21, 2022, 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

Bobrick Washroom Equipment, Inc. -----	\$109,365
CHLB, LLC dba College Medical Center -----	\$499,560
Comfort Now, Inc. (Expansion) -----	\$84,180
First Software USA-----	\$494,460
Hoag Memorial Hospital Presbyterian (Expansion)-----	\$499,100
JS Audit Group, Inc. dba Primus Auditing Operations -----	\$76,590
JVS SoCal-----	\$598,950
Orange Coast Memorial Medical Center (Expansion)-----	\$499,675
Pasadena Hospital Association, LTD dba Huntington Memorial Hospital (Expansion) -----	\$499,008
Pomona Valley Hospital Medical Center (Expansion)-----	\$498,916
Studio Arts, Ltd.-----	\$590,400

San Diego Regional Office

Associated Construction and Engineering, Inc.-----	\$116,863
Children's Hospital of Orange County (Expansion)-----	\$499,100
Edwards Lifesciences LLC (Expansion)-----	\$247,250
Fullerton Chamber of Commerce dba North Orange County Chamber (Expansion)-----	\$496,440
Murrieta Chamber of Commerce -----	\$599,428
Walter Anderson Plumbing, LLC -----	\$404,340

Economic Development Unit

Creating Coding Careers (Expansion) -----	\$198,375
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San Francisco Regional Office

ADCO Drywall and Metal Framing, Inc.-----	\$245,640
Alameda County Electrical Industry Apprenticeship and Training Trust-----	\$598,718
Cedars-Sinai Medical Center (Expansion) -----	\$499,100
CFHS Holdings, Inc. dba Cedars-Sinai Marina Del Rey Hospital (Expansion) -----	\$498,525
Crisp Company (Expansion) -----	\$397,670
Huft Heating and Air Conditioning, Inc. -----	\$270,020
International Business Machines Corporation-----	\$497,904
Penumbra, Inc. -----	\$496,455
San Francisco Electrical Industry Apprenticeship and Training Trust-----	\$597,012

Sacramento Regional Office

Bonney Plumbing, LLC-----	\$319,930
California Field Ironworkers Apprenticeship Training and Journeyman Retraining Fund - Northern CA -----	\$597,668
California Field Ironworkers Apprenticeship Training and Journeyman Retraining Fund - Southern California -----	\$597,240
ClarkWestern Dietrich Building Systems LLC -----	\$347,415
Collins Electrical Company, Inc. -----	\$485,760
Dellavalle Laboratory, Inc.-----	\$161,460
JTE Electrical, Inc. -----	\$81,765
Mariani Packing Co., Inc. -----	\$319,700
Nor-Cal Beverage Co., Inc. -----	\$241,500
Teter LLP -----	\$117,760
Yuba Shasta UA Local 228 Joint Apprenticeship and Training Committee -----	\$141,800

Program Projects Unit

Boehringer Ingelheim Fremont, Inc. -----	\$499,100
California Labor Federation, AFL-CIO -----	\$593,387
The Shirley Ware Education Center, SEIU-United Healthcare Workers-West -----	\$580,800

PROPOSALS APPROVED
BY DELEGATION ORDER FOR 01/17/22 – 3/15/22

≤ \$75,000	Approved Date	Approved Amount
<u>North Hollywood Regional Office</u>		
Terrakotta, Inc. dba Laguna Clay	02/02/22	\$56,580
Trinity Safety Company LLC	03/15/22	\$68,655
<u>San Diego Regional Office</u>		
Darin Fong & Associates, Inc. Consulting Structural Engineers (Expansion)	02/24/22	\$11,730
Nwestco LLC (Expansion)	03/14/22	\$34,638
Red Door Interactive, Inc.	02/22/22	\$43,700
Scram of California, Inc.	03/02/22	\$74,520
<u>San Francisco Regional Office</u>		
Multispan, Inc.	02/18/22	\$39,100
<u>Program Projects Unit</u>		
Trofholz Technologies, Inc.	03/14/22	\$32,200



State of California—Labor and Workforce Development Agency

Employment Training Panel

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M e m o r a n d u m

To: Panel Members

Date March 25, 2022

From: Reg Javier
Director

Subject: **Future Meeting Sites**

<i>March Panel March 25, 2022</i>	Virtual Meeting
<i>April Panel</i>	NO PANEL MEETING
<i>May Panel May 25, 2022</i>	TBD
<i>June Panel June 24, 2022</i>	TBD



**STATE OF CALIFORNIA
EMPLOYMENT TRAINING PANEL**

Zoom Virtual Meeting
Thursday, January 27, 2022

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
Staff Attorney

STATE OF CALIFORNIA
EMPLOYMENT TRAINING PANEL
Zoom Virtual Meeting
Thursday, January 27, 2022

I. PUBLIC PANEL MEETING CALL TO ORDER

Acting Chairperson Janice Roberts called the meeting to order at 9:29 a.m.

II. ROLL CALL

Present

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

Executive Staff

Reg Javier, Executive
Director Peter Cooper,
Assistant Director Michael
Cable, Staff Attorney

Absent

Douglas Tracy
Ernesto Morales

III. AGENDA

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

ACTION: Ms. Newsom moved and Mr. Smiles seconded approval of the Agenda. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative for approval of the Meeting 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. 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: Diana Torres, Southern California District Manager; Ryan Swier, North Hollywood Regional Office Manager; Robert Meyer, Economic Development Unit; Chris Hoover, Foster City Manager, San Francisco Bay Area Regional Office, Manager; Jana Lazarewicz, Sacramento Regional Office Manager, and Heather Miguel, Program Projects Unit Manager. Also, Willie Atkinson, Assessment and Application Unit Manager, will present on Apprenticeship processing changes and Gretchen Newsom will report on the activities of the Policy Committee.

Mr. Javier reported that at today's Panel Meeting there will be about \$15.8M in proposals in 51 projects. Projects that are approved today will be funded from both the remainder of the General Funds, as well as from the ETF, or core funding. ETP's goal has always been to get all of the general funds out into contracts as quickly as possible and then go back to funding projects out of the ETF funding. Mr. Javier shared that almost all of the general funds are out in contracts and there is just a small amount being held over for projects that are already in the development process at different stages and will be presented at the March Panel Meeting. So, by March, all of the general fund money will be out in contracts. Mr. Javier thanked ETP staff and managers for all their hard work, long hours, and stress over the past few months to successfully get all those funds out.

Mr. Javier shared that the Governor's January Budget Proposal shows ETP administering two new initiatives. One is \$90M for a healthcare initiative and the other is \$20M for a literacy initiative. ETP also has solicitations for both SEED and Paid Family Leave projects available right now. More information on the solicitations themselves can be found on the ETP website. As a reminder, Mr. Javier stated that the Panel did adopt some changes to the Paid Family Leave program that are incorporated in that solicitation.

Mr. Javier noted that there is a slight correction to the Panel Packets – under the tab for future meeting sites, it shows that the May and June Panel Meetings will be virtual, but at this point there is only authorization to hold virtual meetings through the end of March. So, unless that Executive Order gets extended, Staff has begun planning for the May and June Panel Meetings to be in person.

VI. REPORT OF THE ASSISTANT DIRECTOR

Mr. Cooper shared that after today's Panel, ETP will have spent all of the \$12M from the Community College Fund and almost all of the \$42M of the Expansion Funds. Roughly \$4M from the Expansion Fund is being set aside for proposals already in the queue that would not be able to be funded by core dollars, such as projects from the healthcare sector.

Mr. Cooper also shared that ETP is administering the on-going \$1M per year for the PFL grant and \$10M for the SEED grant. Round two of these grants is beginning and both grants opened

up for applications on January 11, 2022. If folks are interested, please go to the ETP website under the Grants tab for more information. Applications can be submitted online through Cal-E-Grants and proposals are due by February 8, 2022, with estimated project start date of June 1, 2022. Proposals will be brought to the Panel for consideration and approval and more information will be provided as time gets closer.

Regarding 23/24 Fiscal Year

Regarding possible new funds for the 22/23 fiscal year, Mr. Cooper stated that the Governor's January Budget Proposal added \$110M in general fund dollars to ETP, in addition to the ETF. This would mean that ETP would be administering two new initiatives that are part of a much larger workforce training investment that the administration is looking at. Staff does not know the details yet, because it is a long process and there are a lot of discussions and negotiations that will need to occur between the legislature and the administration around these funds. ETP will have to wait for the final budget to be signed at the end of July to know exactly what it's going to look like.

Regarding the Governor's January Budget Proposal

Regarding the Budget summary that came out on January 10, 2022, Mr. Cooper explained that from the Healthcare Workforce Advancement Fund, there are a lot of funds going out beyond ETP, across the whole workforce system. In the Budget Proposal, under the headline Expanding the Care Economy Workforce, it talks about a one-time \$1.7 billion investment over three years in care economy workforce development. This would be a collaboration between the Labor Agency and the California Health and Human Services Agency. There is a lot more to find out about what that is going to look like. ETP's part will be the Healthcare Workforce Advancement Fund, which will be \$90M in general fund to support job entry and career advancement for entry-level and other workers in health and human service settings, with \$40M set aside from that intended for social worker training.

Additionally, there is a focus on the immigrant workforce in the January Budget. Mr. Cooper explained that immigrants bolster California's workforce across industries and are essential to a competitive and diverse labor force. A California for All approach recognizes the skills and expertise of immigrants and creates pathways into good jobs. ETP will receive \$20M intended to expand workplace literacy training in contextualized English, digital skills, and technical skills training for incumbent workers. This will enable employers to build skilled workforces and increase employee retention and provide pathways to higher wages and better jobs for immigrants.

Mr. Cooper shared that it is still undetermined how this funding will go out, whether it would go through ETP's system like the Expansion and College Funds where Staff will be able to get it out super-fast, or if there are other contracting methods that it will have to go through.

VII. UPDATE ON CAL-E-FORCE

Tara Armstrong explained that in order to prepare for the potential funding that will be coming in, it is important that ETP's systems are updated so that they can be efficient. Ms. Armstrong reported that Staff is currently working on two main things. One is enhancements for the Cal-E-Program, which are largely internal hotspots to help Staff be more efficient. This includes creating output documents, reporting dashboards, and streamlining processes inside the agency. The second is focusing on the Cal-E-Grants system, which went live on January 11,

2022 with the Paid Family Leave and SEED (Social Entrepreneurs for Economic Development) grants. The system has been open for four weeks now and Staff is able to look at what has been submitted and what is in progress, and Staff can now collect that kind of data.

Ms. Armstrong shared that ETP is also working with the California Workforce Development Department on two grants. One of those grants is the Workforce Accelerator Fund grant, which is currently in the second part with a go-live date set for early February. The other grant is the High Road Training Partnership, the fast track program.

Acting Chairperson Roberts inquired about some possible missing information in the Cal-E-Force system. She pointed out that in the Panel Packets, especially around the 130s and tables regarding performance, there is a lot of missing data. Acting Chairperson Roberts shared that she has heard that the data is not in there because Cal-E-Force is not putting the data in until the contract closes out or final funding goes out to contractors.

Ms. Armstrong explained that the Cal-E-Force system is only going to be as good as the data that gets put in. She shared that if there is no requirement for a timeline when data needs to be reported to ETP, then the data would not be in the system in time to report out in the Panel proposals. Ms. Armstrong explained that if the data hasn't been reported, then Staff is not able to collect the information to put it in the Panel Packets. She explained further that it is governed by ETP's business rules whether or not to require data by certain timelines or data points.

Acting Chairperson Roberts asked if they plan to put those timelines in place.

Ms. Armstrong replied that it would be possible to put parameters in place that says a contractor cannot come before the Panel for a new project until a certain amount of data is provided to show progress, but those decisions have not yet been made internally or with the Panel.

VIII. REPORT OF STAFF ATTORNEY

Staff Attorney Michael Cable reported that there is no Legislation Memo for this meeting because the legislature just reconvened on January 3, 2022. The last day for each house to pass any bills that were introduced last year is coming up on January 31st, and the last day for bills to be introduced for this coming year is February 18th. Mr. Cable explained that means that those budget bills, AB 1624 and SB 840, the initiatives mentioned earlier, those are really your legislative headlines this time. Mr. Cable stated that Staff will prepare an updated legislation memo at the end of February and will drop any bills that will not be moving forward, add any new bills that have been introduced for the coming year, and add some new bills that may be subject matter related to ETP's new initiatives, such as mental health and literacy.

IX. REPORT OF THE CHIEF DEPUTY DIRECTOR

Mr. Gutierrez welcomed Panel Members and stakeholders and provided a summary of the Employment Training Panel's funding.

Regarding Funding:

As Director Javier stated, today's Panel Meeting is for \$15.8M that includes \$229,402 in Delegation Orders. Delegation Orders are Proposals capped at \$75K and approved under delegated authority by the Director on a continuous flow basis. Since last Panel Meeting, the Director has approved 20 delegation orders. If all the proposals scheduled for this Panel Meeting are funded today, the Panel will be approving 50 projects. After today's Panel Meeting the Employment Training Panel will have approximately \$26.2M left in contracting capacity for this state fiscal year. ETP has received 299 Pre-applications, with an estimated value of just over \$59M. There are currently 77 applications in the Regional Offices and 222 applications are with the Application and Assessment Unit (AAU).

Regarding Demand and Allocations:

Mr. Gutierrez also shared that ETP is currently within the allocations of \$32.9M in demand for Single Employer Contracts, \$12.5M in demand for Multiple Employer Contractors (MEC) requests, \$7M in demand for Small Business, \$350,000 in demand for Critical Proposals, \$6.3M in demand for Apprenticeships.

Mr. Gutierrez stated that with the approval of the Expansion and CCC Guidance in the last Panel Meeting, ETP now has a contracting capacity of a little over \$100M with approximately \$26.2M in contracting capacity remaining after this Panel Meeting.

Regarding the Consent Calendar, Mr. Gutierrez stated there is one correction and one withdrawal that he would like to point out. First, Tab 5 for contract ET22-0951 District Council 16 Northern California Journeymen and Apprenticeship Training Trust Fund - Drywall Finishers and Floor Covering Installers. The correction is for the health benefits amount on Page 2 of the 130. The amount should state up to \$2.50, instead of the \$0.84 that is currently stated. The withdrawal will be Tab 17 for ET21-0138 Safran Passenger Innovations LLC, who are withdrawing their proposal from the consent calendar.

Mr. Gutierrez requested that at this time, the Panel Members identify which proposals they would like to pull from today's consent calendar, if any, and then for a motion to approve the consent calendar with the exception of those proposals being pulled, which will be heard individually in order.

Acting Chairperson Roberts stated that before she asks the Panel for the projects they'd like to pull, she would like to open up to the public to see if they have any comments regarding any of the projects on the consent calendar.

Mr. Alex Beltran stated he had a comment on the proposal for Chrisp Co. Mr. Beltran shared that under the training listed on their proposal, they are signatory with District Council 16 and that Robert Chrisp himself sits on their JATC board. Mr. Beltran explained that they have been trying to work with Mr. Chrisp to hire apprentices to train and Mr. Chrisp has not trained apprentices under their JATC in several years. Mr. Beltran stated that he doesn't feel right that Chrisp is requesting money for training when they are not seeking the proper training through his apprenticeship programs which Mr. Chrisp signed and agreed to under state and federal regulations. Mr. Beltran requested that the Chrisp Co. proposal be pulled from today's meeting and he would be more than happy to discuss further information. Mr. Beltran reiterated that he does not believe in giving taxpayer funds to someone that is not properly training or even trying to do the training.

Acting Chairperson Roberts clarified that Mr. Beltran was speaking about a Single Employer Contractor not on the Consent Calendar and currently they are only discussing the Consent Calendar. Acting Chairperson Roberts stated that they will come back to Mr. Beltran's comments when they are at the Single Employer Contractor time for public comments.

Ms. Newsom stated that she would like to pull Tab 10 and Tab 22.

Acting Chairperson Roberts stated that she would like to pull Tab 21.

Ms. Hull recused herself from the Consent Calendar.

Acting Chairperson Roberts asked if the Panel would like to pull any more proposals from the calendar, or if they have questions.

Hearing none, Acting Chairperson Roberts asked for a motion,

ACTION: Mr. Smiles moved and Ms. Newsom seconded the approval of the remaining items on 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, 5 to 0.

X. POLICY COMMITTEE MEETING REPORT TO PANEL

Ms. Newsom reported the ETP's Policy Committee met Friday, January 14 at 1:00 p.m. via Zoom.

The first item on the agenda was a discussion to generate a definition for High Road Employers. After an interesting conversation, a basic definition was formulated. This item will return to Committee in February as an action item

The second item on the agenda was an action item to approve staff's proposed method of handling apprenticeship project applications in the next fiscal year. Committee approved staff's approach, and this item will be heard later today when it comes before Panel for full approval.

Ms. Newsom suggested if anyone has any potential agenda topics for future Committee meetings, please email your suggestions, ideas, or comments to Elisabeth.testa@etp.ca.gov.

The next Policy Committee meeting will be held in mid-February or early March 2022.

XI. DISCUSSION OF APPRENTICESHIP PROJECT APPLICATION PROCESS

Willie Atkinson explained that at the December 2, 2021 and January 14, 2022 Policy Committee Meetings, recommendations were presented for informational purposes to solicit and receive and feedback from the committee members, contractors, stakeholders, and public concerning the apprenticeship application process. During the latter, the Committee approved the motion to move the new apprenticeship application process for fiscal year 22/23 to bring it to the full Panel for review and approval. In an effort to streamline processes and creating efficiencies for

apprenticeship applicants, ETP is considering changing the way Staff process apprenticeship applications, which include the following elements: (1) An annual application period - processing all applications

received with an open window allows ETP to assess both total demand for funding and staff workload resources to develop all proposals for presentation during one Panel Meeting; (2) Funding per trainee – funding proposals on a per-trainee cost, based on the allocated funding for the coming fiscal year and the total overall demand received during the annual application period; (3) Verification with the Division of Apprenticeship Standards (DAS) – utilizing DAS enrollment data for verification of reported number of apprentices in application funding requests; (4) Streamlined process – establish a renewal process for repeat applicants, revise apprenticeship application, and reformat proposal template to streamline the development process; and (5) Reserve funds – reserve 3-5% of the apprenticeship allocation to fund new non-traditionally funded apprenticeship programs and/or programs unfamiliar with the new annual application period.

Mr. Atkinson explained that the proposed implementation timeline includes bringing the proposal to the Panel in January 2022 for approval, open the application period in early 2022, and present apprenticeship applications for proposals to Panel for review and approval in June or July 2022. Mr. Atkinson requested the Panel to move and approve these recommendations for a new apprenticeship process for fiscal year 2023 which states approval shall be effective immediately.

Acting Chairperson Roberts asked if the public had any comments on this proposal.

Hearing none, Acting Chairperson asked if Panel Members had any questions.

Acting Chairperson Roberts inquired into Staff's reasoning behind these changes and why they are singling out apprenticeships.

Mr. Atkinson explained that they are not singling out apprenticeships, but just starting there. ETP has been reexamining all of their internal processes and attempting to become more efficient. Mr. Atkinson shared that Staff decided to look at apprenticeship first because they come back every year and seem to have their applications ready to go, it is the same players ETP works with, and Staff is trying to figure out how ETP can equitably distribute a certain amount of allocation in order to fund all of the apprenticeship programs that apply. Mr. Atkinson further explained that one of the key reasons to start with apprenticeships, is that ETP wants to be in line with the Governor's plan of creating more apprenticeship programs and to help spark more interest in apprenticeship programs. Mr. Atkinson shared that overall, these proposed changes will help Staff be more efficient, manage workload, and better coordinate ETP's funding processes regarding funding and development for these types of programs.

Mr. Javier added that this is part of a broader effort inside ETP to take a close look at all internal processes, because ETP is diversifying its funding, Staff is hoping to find every efficiency possible to push out the amounts of money that is needed. Mr. Javier noted that a couple of Panel Meetings ago, Staff announced that they would be starting a work group around taking a closer look at the first in, first out process. All of these are part of the bigger goal to gain efficiencies throughout ETP and address concerns of the Panel and stakeholders. Therefore, since the apprenticeship funding group is well-defined, it seemed like an appropriate place to start.

Acting Chairperson Roberts noted that there are apprenticeship proposals that the Panel will be approving at this Panel Meeting and likely at the next and asked if, at the start of the new fiscal year, those same apprenticeship programs will be coming through again.

Mr. Atkinson replied that he cannot guarantee that because currently Staff has not decided on what the parameters are for those that can apply coming into the next fiscal year. But when those parameters are developed, they will be brought before the Panel for approval and comment.

Acting Chairperson Roberts commented that this is kind of like ground zero and going forward they will see all the apprenticeship projects coming through in June or July, so she wanted to know if the ones that will be coming to Panel over the next couple of months will come through again in June or July or not.

Mr. Atkinson stated that he will be sure to communicate that to the Panel.

Acting Chairperson Roberts asked if the Panel had any more questions.

Hearing none, Acting Chairperson Roberts asked for a motion,

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

Motion carried, 6 to 0.

XII. REVIEW AND ACTION OF PROPOSALS

ITEMS PULLED FROM CONSENT CALENDAR

Tab No. 10: L&S Framing, Inc.

Ms. Lazarewicz presented a proposal on behalf of L&S Framing, Inc., requesting \$264,776 in funding to train approximately 435 workers, including 67 new employees.

Mr. Swier stated there are representatives joining virtually to respond to any questions the Panel and, Members might have and introduced Tim LaVoie, Owner; Jon Wagner, VP of Operations; and Keith Brama, Consultant, Propel Consulting Group.

Acting Chairperson Roberts confirmed that Ms. Hull had rejoined the meeting.

Ms. Newsom pointed out that this is the fourth contract from this entity and requested more information from the applicant regarding the value of the training to the worker. Ms. Newsom noted that what she is seeing absent from this proposal is certifications for the worker to advance in their construction career. Ms. Newsom also stated that she does not see apprenticeship mentioned in the proposal and because it appears the contractor is mostly a residential construction entity, she wants to hear how the workers are advancing in their careers.

Ms. Newsom asked where the trainees are going with the ETP funded training or if the company is just utilizing productive lab to provide training while making money off the contract.

Keith Brama clarified that this will be their third contract. Mr. Brama shared that he has worked with L&S on every ETP contract and has seen tremendous growth. Mr. Brama explained that in their first contract, training was slightly unorganized in nature, but since then Mr. Lavoie and his team have been putting together a much more concise, reward-oriented, goal-oriented, and wage progression-oriented training plan. Mr. Brama further explained that in the past, they did do more on-the-job training, but currently they have purchased more space in their warehouse and most of their training occurs there where they're teaching the trainees how to do some of their prefab walls, trusses, etc. Now they are really taking the next steps with engineering equipment and training with more high tech equipment versus just hammer, nail, and saw. Mr. Brama noted that he has personally seen their wages go up considerably, and in general across the industry. Mr. Brama stated that their wages mostly meet the \$21.57 mark, but a lot of their trainees are making well over that.

Ms. Newsom pointed out that what is presented to the Panel shows that 107 carpenters and assemblers making between \$19.07 and \$20/hour, so less than a \$1 raise if they go through the training perhaps. And another 200 workers making between \$20 to \$25/hour. Ms. Newsom reiterated that her focus is on how the training is benefiting the worker and advancing them in their construction career and what certifications they are receiving through this training. Ms. Newsom noted that it jumped out at her to ask these questions, because under training vendors, it states "To be determined." She explained that gave her a red flag and made her question the quality of the training that they're receiving and how it is connected to advancing their construction careers.

Mr. LaVoie added that with the introduction of ETP funding they have been able to increase their training robustly. Mr. LaVoie stated that for the past seven years, they've had 10 – 15% and they are looking at a 20% growth this year. He explained that they always hire from within, so when they bring on carpenters of any level, as they build their crews, from Carpenter 1 to Carpenter 2 from Lead Man 1 to Lead Man 2 from Foreman to Superintendent, and even the guys in the office, their estimators and project managers, all that training from their carpentry skills, gives them that path to help them grow within the company.

Regarding wage increases, Mr. LaVoie explained that most of their carpenters receive \$1 to \$2 increase in wage within the first six months to a year, as they're going through the program. Then, they usually review all of their carpenters on an annual basis and through the last five or seven years on probably an 18 month basis, they reevaluate all of their base wages for the entire company to stay up with competitiveness and training.

Ms. Newsom asked if the training they're providing to these workers results in any certificates or college credits. Ms. Newsom stated that she is looking for something tangible that if one of their carpenters went through the training, that they'd have something to carry them forward in their career if they don't stay with L&S. Ms. Newsom noted that they have a really low turnover rate and commended them for that, but stated she is really looking for proof of the quality of training.

Mr. LaVoie explained that in their part of the industry in residential construction, a lot of it is based on what a person has learned and how long they have been in the profession. So when their workers leave L&S, between what they trained in safety and what they trained to skill space, as they go to L&S's peers, the fact that they've worked with L&S is kind of a certificate

because their peers know the kind of training their workers get. Mr. LaVoie admitted that they do not have a formal document to give out, but stated that he knows his peers and he knows his industry and when someone comes over for a year or two and they are not able to accommodate what that person was hoping to achieve, and they go to one of L&S's competitors, the skills that are taught at L&S, mainly from the skill space and the safety base, gives them an upper hand on a lot of other competition coming from other companies.

Ms. Newsom expressed frustration with the industry itself, not necessary L&S as the applicant, in making sure that these workers can advance in their careers and go out and get even higher paying jobs.

Acting Chairperson Roberts added that she understands that a lot L&S teaches a lot of portable skills and she commended them for that. She stated that by L&S training their employees like they do, they make them very marketable with other industries and with their competition. So with all the training they provide, their employees would not become unemployed, they would probably move into either a higher paid job or a different industry or even be able to relocate.

Acting Chairperson Roberts asked if the Panel had any more questions.

Hearing none, Acting Chairperson Roberts asked for a motion.

ACTION: Mr. Smiles moved and Ms. Bell seconded approval of the proposal submitted by L&S Framing, Inc. in the amount of \$264,776. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

Tab No. 21: Taylor-Listug, Inc.

Acting Chairperson Roberts stated she had some concerns with this proposal and noted that this is their fourth project and they've done a great job with performance, but have a high turnover rate. She stated that it is not over 20%, but it is still high. Acting Chairperson Roberts observed that a lot of the new jobs listed are probably filling in the gaps created by the Pandemic, which caused a lot of turnover, so that is understandable. But she also noticed their lower wages in Job Number 2, which is new hires, versus their Job Number 1 wages. Acting Chairperson Roberts asked when the new hires would get the same wages as the retrainees.

Jo Ann Peterson, Director of Training and Development for Taylor Guitars, explained that in the last year, they have been continuously looking at their compensation for new hires, their unskilled workers, because they do fully train them when they come onboard to Taylor Guitars. Ms. Peterson stated that last year, they went from \$14 start to \$16 start and they know that they will also be raising again this year that is what their strategic plan is. Ms. Peterson explained that when their unskilled workers come in, they spend time to scale them up and give them the training they need and the certifications they need so they can continue to increase their wages. As part of that, there is a compensation plan that allows the worker to work through. When they are hired in, if they are unskilled they would be a Level 1 and that has a range of \$16 to \$22 and then they can work their way to Level 2 which is from \$21 to \$27, to Level 3 which is \$26

and higher. Ms. Peterson stated that they do have a career path and the compensation package that they have in place allows the worker to continue to increase their compensation as they increase their skills.

Acting Chairperson Roberts noted that the some of their workers are coming in and making \$15.39/hour, but other jobs are listed with the lowest wage being \$19.07, so it appears there is a progression involved. Acting Chairperson Roberts asked how soon those workers would get the \$4 bump.

Ms. Peterson reiterated that they are starting at a minimum of \$16/hour with their new increase that they have put in place and it's going to vary depending on their skill set and how quickly they learn the skills as the business continues to grow and enhance and there is need for those skills. Ms. Peterson noted that it could be 90 days, six months, or two years depending on the individual. However, if the worker has the skill set and they have the need, the worker will get the increase.

Next, Acting Chairperson Roberts asked what the contributing factors were to their 19% turnover rate.

Ms. Peterson explained that over the last two years, it was predominantly due to COVID because people were working from home, but they were also leaving the state. Ms. Peterson stated that they had quite a few folks who left California and that is what a lot of the turnover was from. Ms. Peterson also added that they hired 175 new workers last year, as they continue to increase the need for their product, which has been great, and the innovations that they have to offer for affordable guitars.

Acting Chairperson Roberts commented that they said they are making a new guitar body, but in looking back on their last contract, the training looks to be the same or similar with the previous 520 trainees from last time as is listed in this proposal. Acting Chairperson Roberts expressed concern that the workers are getting the same training over and over.

Ms. Peterson explained that when they have a new body shape, it is a new skill and technique that is required, so the skill set is going to vary from someone working on a lower end guitar that is not skilled to them teaching the worker how to build that specific guitar to one that is more intricate, like a handcrafted guitar. Ms. Peterson shared that the skillset needed to work on a handcrafted guitar is more advanced because there needs to be precision in the sanding, finishing, and quality of the guitar itself. Ms. Peterson further explained that when they change the guitar shape, it takes a different skill set typically to build the new guitars. Additionally, they have partnered with Urban Woods, which means they are getting woods from California and when a person is working with a different type of wood they have never worked with, that also takes a different set of skills to set it, treat it, cut it, and finish it. Ms. Peterson stated that they have also built out their ebony products and they do not waste any wood at all, so now they are actually taking their scrap ebony and are building out different kitchenware items in another area, so that is also a different skill set than building a guitar, so they are expanding the skills of their current worker base.

Acting Chairperson Roberts stated she did not feel confident about this project, but knows that the Panel wants to get the Expansion Funding out.

Ms. Newsom asked if Acting Chairperson Roberts would feel better about this applicant if the wages of Job Number 2 were the same as the wages of Job Number 1.

Acting Chairperson Roberts stated that it would certainly help, but \$15 or \$16 is the low end of any training for this amount of money.

Ms. Peterson stated that as she shared with the Panel, last year they decided to raise the minimum start from \$14 to \$16 and it will be \$17 shortly. Ms. Peterson stated that they are continuing to go above and beyond what is asked for a minimum wage, because for one thing, they are trying to make sure that they are able to hire folks who want to work in their local community and they want to continue to keep their people for their average of 10 years. Ms. Peterson shared that as their workers continue to move up, they continue to increase their compensation, and so when they think about their wages, Taylor is trying to get on the higher side, since the turnover from COVID was so high. Ms. Peterson explained their number one priority is getting people to come in and apply and making sure that they are retained. Ms. Peterson shared that they are invested in the community – they are going into high schools, working with teachers in the skilled workforce and their local community colleges to bring in folks that they can help employ and give a career for their life.

Acting Chairperson Roberts explained that since they are requesting Expansion Funding, she is treating this a little differently than core funding. Acting Chairperson Roberts pointed out that they have 105 new employees being trained at \$2,300 each, they are coming through now for \$480,700 for their fourth project, and their last project was for \$600,000.

Acting Chairperson Roberts decided she would like to cut this project down to \$300,000 because she does not want the same people being trained over and over with these funds, but doesn't mind training the new hires. Acting Chairperson Roberts stated that she is going to look at this closely because she has seen Taylor come through many times and never really had any issues with it because they always did a great job with performance.

Acting Chairperson Roberts made a recommendation to cut this project to \$300,000 and asked if the Panel had any other questions.

Ms. Newsom asked if the recommendation also includes increasing the wages from Job Number 2 to match the wages from Job Number 1.

Acting Chairperson Roberts asked Ms. Peterson if, from an HR standpoint, it would be a problem for the company to look at increasing those wages in a timelier manner than two years.

Ms. Peterson replied that she is currently working with their VP of HR and actually have a compensation audit they have brought in, so they are hoping to get the results from that because it is very important that they make sure they are where they need to be from a compensation standpoint, so they are doing the audit and will take the recommendations.

Acting Chairperson Roberts clarified the Panel's recommendations stating that based on what they see in the packet, the lowest wage on Job Number 1 is \$19.07, so they are asking if they can increase Job Number 2 to at least \$19.07. And if not, then whatever employees are making lower than that, they just do not get ETP funding to train them, since the Panel is cutting their dollars anyway.

Mr. Cable asked to clarify that there are two modifications – wages being increased to \$19.07 and the funding amount being reduced to \$300,000. Acting Chairperson Roberts and Ms. Peterson both confirmed.

Acting Chairperson Roberts asked if the Panel had any more questions.

Hearing none, Acting Chairperson Roberts asked for a motion.

ACTION: Mr. Smiles moved and Ms. Newsom seconded approval of the proposal submitted by Taylor-Listug, Inc. for the reduced amount of \$300,000 and lowest wages increased to \$19.07. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative to approve the proposal as moved with modifications.

Motion carried, 6 to 0.

Tab No. 22: Vellutini Corporation

Ms. Lazarewicz presented a proposal on behalf of Vellutini Corporation, requesting \$499,560 to train approximately 543 retrainees and 158 job creation trainees.

Ms. Lazarewicz stated there are representatives joining virtually to respond to any questions the Panel Members might have and introduced Serena Tsan, Training Development Specialist and Keith Brama, Consultant, Propel Consulting Group.

Ms. Newsom stated that she has a similar line of questioning to that of the last project and noted that they have the same consultant. Ms. Newsom asked if the company could elaborate on connecting the training that the workers receive to the advancement of their construction careers.

Ms. Tsan explained that as an organization, their core purpose is to build people, build relationships, and build projects. Ms. Tsan stated that they grow their own and from the curriculum they've laid out, it can be seen that a majority of their training internally goes towards a lot of these business skills that they teach their employees. So, they don't stick with just technical training, they also train their employees in process improvement, leadership skills, and levels training. Ms. Tsan shared that a lot of their training is geared towards developing their interpersonal and communication skills, as well as technical skills as technology is continuing to advance. Ms. Tsan stated that they are currently doing a lot more technical training around different applications that their employees use.

Ms. Newsom noted that, as an electrical contractor, some of the projects that they are working on include airports and high schools, which are public works projects. Ms. Newsom stated that it appears that they may be paying prevailing wages, but she is curious as to whether or not they are also hiring apprentices and what apprenticeship program they are using to train their electricians, laborers, and other construction persons.

Ms. Tsan replied that that they do have an apprenticeship and that they have a partnership with WECA for electrical. Ms. Tsan explained that they do have a partnership with WECA, but the courses that they teach are very different – their training is very much geared towards internal processes, but when it comes to electrical apprenticeship trainings, their workers take it with WECA and they don't document any of that unless it's just for them getting their ET certifications. Ms. Newsom asked to confirm that the trainees are earning their hours as apprentices toward advancing themselves in the apprenticeship.

Ms. Tsan confirmed.

Acting Chairperson Roberts asked if the Panel had any additional questions.

Hearing none, Acting Chairperson Roberts asked for a motion.

ACTION: Mr. Smiles moved and Ms. Bell seconded approval of the proposal submitted by Velluntini Corporation in the amount of \$499,560. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

SINGLE EMPLOYER CONTRACTS

Tab No. 24: Community Hospitals of Central California dba Community Regional Medical Center

Mr. Swier presented a proposal on behalf of Community Hospitals of Central California dba Community Regional Medical Center, a first-time contractor requesting \$464,600 in Expansion Funds to train approximately 425 Retraitees and 200 Job Creation trainees located throughout Fresno County at four different hospitals. Although all locations are located in HUAs, they are only requesting HUA wage modification in Job Number 3 for 88 trainees.

Mr. Swier stated there are representatives joining virtually to respond to any questions the Panel Members might have and introduced Carla Milton, Senior VP of Human Resources and Michael Jester, Consultant, Strategic Business Solutions.

Acting Chairperson Roberts asked if the Panel or the public had any questions.

Hearing none, Acting Chairperson Roberts asked for a motion.

ACTION: Ms. Hull moved and Mr. Smiles seconded approval of the proposal submitted by Community Hospitals of Central California dba Community Regional Medical Center in the amount of \$464,600. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

Tab No. 25: SonRay Solar, Inc.

Mr. Swier presented a proposal on behalf of SonRay Solar, Inc., a first-time contractor requesting \$330,510 in Expansion Funds to train approximately 349 retrainees and 65 job creation trainees located in the Sacramento area.

Mr. Swier stated there are representatives joining virtually to respond to any questions the Panel Members might have and introduced Monica Dooling, HR Manager and Keith Bram Consultant.

Acting Chairperson Roberts asked if the Panel or the public 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 SonRay Solar, Inc. in the amount of \$330,510. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

Tab No. 26: Tarzana Medical Center, LLC dba Providence Cedars-Sinai Tarzana Medical Center

Mr. Swier presented a proposal on behalf of Tarzana Medical Center, LLC dba Providence Cedars-Sinai Tarzana Medical Center, first-time contractor requesting \$499,905 in Expansion Funds to train 449 Retrainees and 75 Job Creation trainees located in LA County. A letter of support has been received by SEIU Local 121RN

Mr. Swier stated that representatives are joining virtually to respond to questions the Panel Members might have and introduced Lydia Wong, Director of Education and Professional Services and Larry Mandell, Consultant, Training Refund Group.

Ms. Newsom thanked them for their high wages for nurses.

Acting Chairperson Roberts asked if the Panel or public had any questions.

Hearing none, Acting Chairperson Roberts asked for a motion.

ACTION: Mr. Smiles moved and Ms. Newsom seconded approval of the proposal submitted by Tarzana Medical Center, LLC dba Providence Cedars-Sinai Tarzana Medical Center in the amount of \$449,905. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

Tab No. 27: Pharmapacks, LLC

Ms. Torres presented a proposal on behalf of Pharmapacks, LLC, a priority industry and first-time contractor requesting \$275,310 in Expansion Funds to train approximately 266 Job Creation retrainees. This training plan represents 100% frontline workers, as there are no managers or supervisors in the plan. The company will be expanding its location-base and opening its first out-of-state fulfillment center in Perris, Riverside County by February 2022. The

projected hire numbers for Job 1 are based off the opening of the new larger facility needed to meet customer demand. With the opening of the Perris facility, Pharmapacks anticipates to hire over 270 California employees. They have a variety of skills that will be provided to their new staff, including productive lab under commercial skills offered to all occupations in a 1:3 trainer: trainee ratio for up to 60 hours of training. In addition to the new Perris facility, the company is also looking into potentially developing 3 to 4 microcenters in California to help support same- and next-day operations in the West Coast.

Ms. Torres stated that representatives are joining virtually to respond to questions the Panel Members may have and introduced Jonathon Webb, Partner; Caressa Foreman, Vice President of Fulfillment Operations; and Jill Zweigbaum, Director of People and Culture for Operations.

Acting Chairperson Roberts thanked them for expanding to California from the West Coast and for coming into ETP. She additionally thanked them for hiring 266 employees and then putting on a training project. She acknowledged that they have been working closely with GoBiz and ETP staff, so hopes they will be 100% successful in this project.

Acting Chairperson Roberts asked if the Panel had any questions.

Hearing none, Acting Chairperson Roberts asked for a motion.

ACTION: Mr. Smiles moved and Ms. Newsom seconded approval of the proposal submitted by Pharmapacks, LLC in the amount of \$275,310. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

Tab No. 28: Reliable Energy Management, Inc.

Ms. Torres presented a proposal on behalf of Reliable Energy Management, Inc. a priority industry and first-time contractor requesting \$253,805 in Expansion Funds to train approximately 140 employees. The company has targeted marketing campaigns geared towards veterans. They have partnered with HIRE Vets and Troops to Trades, which are local organizations that assist veterans with job placement. The company has committed to training seven veterans under Job Number 3 in the training plan. In addition, due to the expanded business offerings, the company will hire at least 33 new employees, which are noted in Job Number 2 under Job Creation. The trainees will receive a combination of business, commercial, and computer skills. In computer skills, they will receive productive lab training which will focus on new equipment operations, forklift operations, etc.

Ms. Torres stated that representatives are joining virtually to respond to questions the Panel Members may have and introduced Ron Garcia, Rob Garcia, and Jill Meeuwsen, Consultant.

Acting Chairperson Roberts thanked the company for including veterans in their project and for their efforts in recruiting them.

Acting Chairperson Roberts asked if the Panel or the public 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 Reliable Energy Management, Inc. in the amount of \$252,805. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

Tab No. 29: Chrisp Company

Mr. Hoover explained that this company has requested to table their proposal until the next Panel Meeting.

[Ms. Hull recused herself from this proposal and was removed from the Zoom discussion.]

ACTION: Ms. Newsom moved and Mr. Smiles seconded approval to withdraw Chrisp Company's proposal from the January 2022 Panel Meeting and move it to the next Panel Meeting. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative to approve the withdrawal of Chrisp Company's proposal from the January 2022 Panel Meeting and move it to the next Panel Meeting.

Motion carried, 5 to 0.

[Ms. Hull returned to the meeting.]

Tab No. 30: Hunter Industries, Incorporated

Mr. Hoover presented a proposal on behalf of Hunter Industries, Incorporated, a priority industry and repeat contractor requesting \$256,680 to train an estimated number of 470 trainees under Job Number 1 Retrainees and 40 trainees under Job Number 2 Job Creation. ETP Training will be delivered at its three locations in San Marcos. This will be their third ETP contract and second in the last five years. Although Hunter may hire and train veterans, it does not wish to include a separate veteran's job number in this proposal. Hunter is increasing its manufacturing capacity by hiring 40 new employees under Job Number 2, which is due to the company investing \$35 million in new equipment to upgrade and expand its production capacity. There is a temp-to-perm component within this proposal. Hunter will train 45 workers under the Panel's guidelines for Temporary to Permanent Program Job Number 2. Average time for converting the temp workers into full-time permanent employment is six months.

There is one correction under the training vendors, Red Truck Fire and Safety Co. in San Diego will not be retained to provide training.

Mr. Hoover stated there are representatives joining virtually to respond to any questions the Panel Members might have and introduced Scotty Lombardi, Senior Manager of Global Talent Management and Rob Sanger, Subcontractor, CMTA.

Acting Chairperson Roberts acknowledged that there were some issues in their prior performance and they have right-sized this proposal to reflect that. Acting Chairperson Roberts stated she hopes they get 100% performance on this project and going forward.

Acting Chairperson Roberts asked if the Panel or the public had any questions.

Hearing none, Acting Chairperson Roberts asked for a motion.

ACTION: Mr. Smiles moved and Ms. Hull seconded approval of the proposal submitted by Hunter Industries, Incorporated in the amount of \$256,680. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

Tab No. 31: Nibbi Bros. Associates, Inc.

Mr. Hoover presented a proposal on behalf of Nibbi Bros. Associates, Inc. a priority industry and first-time contractor requesting \$483,000 to train a total of 271 trainees under Job Number 1 Retraitees and 79 under Job Number 2 Job Creation. ETP training will be delivered at their headquarters in San Francisco and an Oakland facility in Alameda County. Even though Nibbi does not have a separate veteran's job number, the company recruits veterans through referral sources and considers applicants based on their work experience.

There are a few updates to their proposal. There will be two unions involved: the Northern California Carpenters Local 22 and Northern California Labor's Local 261. Also, the second union support letter was received on Monday and is now included in the file. Additionally, under the Job Creation job number, the company plans to hire 79 new employees due to increased business capacity.

Ms. Lazarewicz stated that representatives are joining virtually to respond to questions the panel members may have and introduced Brian Green-Krugman, Controller; Laura Guilfoyle, Director of HR; Raj Choudhary, CFO; and Keith Brama, Subcontractor, Propel Consulting Group.

Acting Chairperson Roberts asked if the Panel or public had any questions.

Acting Chairperson Roberts noted that the proposal states Nibbi is working on the restoration of Cliff House. Acting Chairperson Roberts asked it was the Cliff House that was part the Sutro Baths that closed down during the Pandemic due to lease issues.

Mr. Choudhary confirmed it was the same Cliff House.

Acting Chairperson Roberts asked if they plan to rebuild it or tear it down.

Mr. Choudhary stated that Nibbi did remodeled it, but the current owner got out of the building, but they are hoping that when life returns to normal that someone else will take over the Cliff House and reopen it for business.

Mr. Choudhary stated he wanted to explain the biggest value that Nibbi's training program will bring to the state. He shared that 75% of the work they do is affordable low-income and public housing, which are almost exclusively built in underserved communities. Since these projects have some elements of public funding in them, they have high Section 3 and local hire requirements from these communities. So basically, they pull people off the street, advocate for a construction career, and then spend a lot of time training them up. The biggest benefit their training program does is take people from underserved communities and help them achieve successful construction careers.

Acting Chairperson Roberts thanked them for their proposal and asked if there were any other questions.

Hearing none, Acting Chairperson Roberts asked for a motion.

ACTION: Mr. Smiles moved and Ms. Bell seconded approval of the proposal submitted by Nibbi Bros. Associates, Inc. in the amount of \$483,000. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

Tab No. 32: Balanced Comfort

Ms. Lazarewicz presented a proposal on behalf of Balanced Comfort, a first-time contractor, requesting \$213,210 to train a total of 170 workers, including 108 new employees. Training will take place at their Fresno location.

Ms. Lazarewicz stated that representatives are joining virtually to respond to any questions the Panel Members may have and introduced Aaron Husak, CEO and Keith Brama, Subcontractor, Propel Consulting Group.

Acting Chairperson Roberts asked if the Panel or the public had any questions.

Hearing none, Acting Chairperson Roberts asked for a motion

ACTION: Ms. Hull moved and Ms. Bell seconded approval of the proposal submitted by Balanced Comfort in the amount of \$213,210. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

Tab No. 33: ConAgra Foods Packaged Foods, LLC

Ms. Lazarewicz presented a proposal on behalf of ConAgra Foods Packaged Foods LLC, a repeat contractor requesting \$385,020 to train a total of 372 workers. This will be ConAgra's third ETP contract, but the first within the last five years. Training will take place at their Oakdale location.

Ms. Lazarewicz stated that representatives are joining virtually to respond to questions the panel members may have and introduced Mauricio Chang, Human Resources Generalist; Carmen Rodriguez, Human Resources Manager; Phil Brewer, Plant Manager; Sabrina Sanderson, Financial Analyst; and Melanie Rosa, Finance Manager.

Acting Chairperson Roberts asked if the Panel or the public had any questions. Hearing none,

Acting Chairperson Roberts asked for a motion.

ACTION: Mr. Smiles moved and Ms. Hull seconded approval of the proposal submitted by ConAgra Foods Packaged Foods LLC in the amount of \$385,020. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

Tab No. 34: Elica Health Centers

Ms. Lazarewicz presented a proposal on behalf of Elica Health Center, a first-time contractor requesting \$289,800 to train a total of 105 workers, including 16 new employees. This project focuses training on medical assistants, with 100 out of the 105 workers in the medical assistant occupation. Training will take place at their 13 facilities throughout Sacramento.

Ms. Lazarewicz stated there are representatives joining virtually to respond to any questions the Panel Members may have and introduced James Mohrherr, Controller; Laurie Bringuel, Director of Human Resources; and Nicola Bennion, Manager of Workforce Development.

Acting Chairperson Roberts questioned why it looks like their training vendors are getting more money in training than they requested in ETP funding.

Ms. Bringuel explained that they are using one training vendor who makes use of multiple clinicians who will help train their employees. The trainers have either held medical positions in the past or do currently. They are high-level trainers, because they want the best quality of training for their employees. Ms. Bringuel explained that what they do is so critically important that they want to offer them the best, which is what they've done in this program. They really wanted to focus their efforts on getting their people trained up and skilled so that they can treat as many patients as possible – that is their goal.

Acting Chairperson Roberts asked to clarify that the vendor listed, Jeanne Reaves Consulting, would be getting the full funding for this project.

Ms. Bringuel confirmed and explained that they are interested in getting training at the highest levels and that is what the vendor can provide.

Acting Chairperson Roberts asked if this is something that needs to be looked at from an ETP staff perspective regarding one consulting company getting all the money for the training instead of the entity that ETP is contracting with.

Ms. Lazarewicz added that they have an in-kind contribution from Elica of \$300,000, but staff can take a further look at it if the Panel would like.

Acting Chairperson Roberts stated that they have come across this problem before with one vendor taking all the money and using the contractor as a pass-through because the vendor itself cannot present their own proposal. Acting Chairperson Roberts said she understands that health centers want the best training, but she would like to get a better handle on the issue of this amount of money going to one consulting company.

Mr. Maslac explained that ETP has had issues in the past where one subcontractor was doing the training and the administration, but that is not the case with this proposal. He stated that here it is not the same subcontractor doing both the admin and the training, it's only the training delivery.

Acting Chairperson Roberts pointed out that the amount of money listed in the proposal for the vendor is actually \$1,000 more than the ETP funding, so either it was right-sized or something else happened there and she wondered why it didn't match up correctly.

Mr. Maslac stated he believes that in this case they have \$300,000 in in-kind contribution which would cover any additional training beyond what ETP is providing, and they are providing much more training than what ETP is funding.

Mr. Meyer added that what might not be reflected there is the right-sizing that happens during the course of development.

Acting Chairperson Roberts expressed concern that Jeanne Reaves Consulting is not who ETP will be holding accountable on this project, Elica Health Centers is. And she doesn't want to see the vendor getting all the money and then something goes wrong. Acting Chairperson Roberts stated that she is fine with the project as long as ETP staff has vetted it.

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. Hull seconded approval of the proposal submitted by Elica Health Centers in the amount of \$289,800. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

Tab No. 35: Kozy Shack

Ms. Lazarewicz presented a proposal on behalf of Kozy Shack, a subsidiary of Land O'Lakes, requesting \$409,400 to train a total of 255 workers, including 35 new employees. This will be Kozy Shack's first ETP project and the third for Land O'Lakes. Currently Land O'Lakes has two active ETP projects, one being a COVID Pilot project and the other a core project currently showing good performance with over 29,000 hours tracked for potential earnings of 100%.

Training will take place at their location in Turlock and at their three participating affiliate locations in Acampo, Madera, and Turlock.

Ms. Lazarewicz stated there are representatives joining virtually to respond to any questions the Panel Members may have and introduced Jeffery Gaines, Plant Director; Rebecca Cameron, Real Estate and Facilities; and Angela Jones, Consultant, Training Grants Intelligence.

Ms. Newsom asked how long it would take for workers under Job Creation to receive their training and then advance up to the wages that are displayed under Job Number 1.

Mr. Gaines shared that on average it takes between six to nine months.

Acting Chairperson Roberts asked if the Panel had any questions.

Hearing none, Acting Chairperson Roberts asked for a motion.

ACTION: Ms. Newsom moved and Ms. Bell seconded approval of the proposal submitted by Kozy Shack in the amount of \$409,400. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

Tab No. 36: Michaels Stores Procurement Company, Inc.

Ms. Lazarewicz presented a proposal on behalf of Michaels Stores Procurement Company, Inc., a first-time contractor requesting \$269,928 to train 200 workers, including 98 new employees. Training will take place at their location in Tracy.

Mr. Swier stated there are representatives joining virtually to respond to any questions the Panel Members may have and introduced Mikel McMullen, HR Manager; Victoria Hooks, HR Director; April Nevarez, Director - Sales and Use Tax; Savanna Jermance, Consultant, Ryan, LLC

Acting Chairperson Roberts pointed out that Ryan, LLC is asking for more than 10% of the funding, and asked if they could look at getting the funds down to 10%.

Ms. Jermance agreed that they would right-size to 10%.

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. Hull seconded approval of the proposal submitted by Michaels Stores Procurement Company, Inc. in the amount of \$269,928. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

Tab No. 37: Pitman Farms Holding Company

Ms. Lazarewicz presented a proposal on behalf of Pitman Farms Holding Company, a first-time contractor requesting \$402,040 in funding to train 814 trainees, including 30 new employees. Training will take place at Pitman's locations in Fresno, Kern, Kings, Madera, Merced, San Bernardino, and Tulare Counties.

Ms. Lazarewicz stated there are representatives joining virtually to respond to any questions the Panel Members may have and introduced Sheryl Morse, CFO; David Rubenstein, Operations Manager; and Michael Jester, Consultant, Strategic Business Solutions.

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 Pitman Farms Holding Company in the amount of \$402,040. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

Tab No. 38: Vino Farm, LLC

Ms. Lazarewicz presented a proposal on behalf of Vino Farms, LLC, a repeat contractor requesting \$313,260 in funding to train 297 trainees, including 17 new employees. This project was carried over from last Panel Meeting, so there is information on their two current ETP projects available. One project is a COVID Pilot project and the other is a core project with good performance and potential earnings of 100%. Training will take place at Vino Farms five locations in Lodi, Healdsburg, Napa, Los Alamos, and San Miguel.

Ms. Lazarewicz stated that representatives are joining virtually to respond to any questions the Panel Members may have and introduced Veronica "Roni" Natera, Director of Human Resources and Keith Brama, Consultant, Propel Consulting Group.

Acting Chairperson Roberts pointed out that on this project and a few others, she doesn't see all the tables listed in the proposal under Active Projects. Acting Chairperson Roberts asked if that was something that will no longer be included in the proposals.

Ms. Lazarewicz affirmed and explained that staff does not look at performance on the COVID projects because they are part of a pilot program, so staff has determined to put that information in the narrative. She stated that staff is only including the active core projects in the table.

Acting Chairperson Roberts asked if the Panel or the public had any questions.

Hearing none, Acting Chairperson Roberts asked for a motion.

ACTION: Ms. Hull moved and Ms. Bell seconded approval of the proposal submitted by Vino Farms, LLC in the amount of \$313,260. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

Tab No. 39: Cepheid

Ms. Miguel presented a proposal on behalf of Cepheid, a repeat contractor requesting \$391,000 in Expansion Funds to train 500 Job Creation trainees. Training will occur in Alameda, Santa Clara, and San Joaquin Counties.

Ms. Miguel stated that representatives are joining virtually to respond to any questions the Panel Members may have and introduced Esther Rivera, Senior Learning and Development Manager at the Lodi Campus and Phil Herrera, Consultant, Herrera & Company.

Acting Chairperson Roberts asked why there are zero dollars and zero hours of completed training listed, but the number of trainees is listed and there is a little narrative underneath that. Acting Chairperson Roberts asked why it is not filled out.

Mr. Herrera explained that the company has always been very conservative about invoicing ETP for training. They have not submitted an invoice even though it is 100% complete training and 90 days of employment, but will do that shortly. Mr. Herrera shared that with the advice of staff, they felt that it was good to come to the Panel meeting with everything ready. He explained that normally they would have statistics in there for placements and things, but they have a lot of training listed in the system.

Ms. Miguel clarified that until the invoices have been approved, and staff knows the exact number of trainees that have been retained, the numbers Acting Chairperson Roberts is referring to will show up as zero. So, the projected earnings in the system are showing 100% performance, but if the invoices have not been submitted, particularly the final invoices where they track the retention on the contract, the other numbers will still show as zero in the system.

Acting Chairperson Roberts asked if that was a system error.

Ms. Miguel replied that it is not a system error, because they are still within the contract term. She explained that some companies will wait to submit invoices until all training is completed, so they know who will be placed into retention successfully. So, the training hours are uploaded, it's just the invoicing has yet to occur.

Mr. Maslac added that the requirement in general is that the hours are in the ETP system, which they have done in this case, not that they bill for them.

Acting Chairperson Roberts asked if the Panel or the public had any questions. \

Hearing none, Acting Chairperson Roberts asked for a motion.

ACTION: Mr. Smiles moved and Ms. Hull seconded approval of the proposal submitted by Cepheid in the amount of \$391,000. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

Tab No. 40: Los Angeles Metropolitan Transportation Authority

Ms. Miguel presented a proposal on behalf of Los Angeles Metropolitan Transportation Authority, a first-time contractor (but they have participated in a past ETP contract) requesting \$497,168 in Expansion Funding to train 386 transit workers in LA County. The workers are represented by the Amalgamated Transit Union Local 1277 and support has been secured from the Union.

Ms. Miguel stated there are representatives joining virtually to respond to any questions the Panel Members may have and introduced Obed Mejia, Instructor; Kelly Greer, Consultant, Strategy Workplace Communications; and John Brauer, California Labor Federation.

Ms. Newsom stated that she really loves this proposal. They are demonstrating a just transition for these workers as their agency is adopting zero emission busses and a new technology. Ms. Newsom commended them on that and for their higher wages.

Ms. Miguel added that this project would not normally have been eligible, but is now eligible under Expansion Funds.

Mr. Brauer thanked staff and the Panel for allowing them to be eligible under the Expansion Funds. He shared that all of the transit agencies in the state of California have a requirement between now and 2040 to move to zero emission vehicles, either electric or hydrogen fuel cell. So, they are all buying new busses and incorporating that training, which affects both the maintenance side and the operator side. And the journey-level workers and bus operators who will be around high voltage will also need to be trained in this, so it really is advancing the State, both from a skill level, but also from an environmental level.

Acting Chairperson Roberts asked if the Panel had any questions.

Hearing none, Acting Chairperson Roberts asked for a motion.

ACTION: Ms. Newsom moved and Mr. Smiles seconded approval of the proposal submitted by Los Angeles Metropolitan Transportation Authority in the amount of \$497,168. Acting Chairperson Roberts

called for a vote, and all Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

MULTIPLE EMPLOYER CONTRACTS

Tab No. 41: Building Skills Partnership

Mr. Swier presented a proposal on behalf of Building Skills Partnership, a repeat contractor requesting \$479,218 in Expansion Funds to train 482 trainees and 490 Job Creation trainees with Multiple Barriers consisting of airport service workers. All training will take place in Los Angeles. At the time of the development of this proposal, BSP had tracked 52% of the active project, but is anticipating 100% earnings. A union support letter has been received from SEIU USWW Local 1877.

Mr. Swier noted that there is a correction on Page 6 under Training Providers - CalFed is located in Sacramento, not Orangevale as indicated.

Mr. Swier stated there are representatives joining virtually to respond to any questions the Panel Members may have and introduced Luis Sandoval, Executive Director; Sara Caughey, Director for Airport Training; and Kelly Greer, Consultant, Strategy Workplace Communications.

Acting Chairperson Roberts asked to clarify that they have an active project and this proposal and is under Expansion Funds and the other under Core Funds.

Mr. Swier explained that this proposal is under Expansion Funds, and the other project was under Core Funds.

Acting Chairperson Roberts noted that the projects are running concurrently and they did not meet the 70% threshold that she looks for.

Mr. Swier shared that Ms. Greer does have an updated amount and he believes it is over 70%. He stated that they were likely not over 70% at the time of development, but now are around 85%.

Acting Chairperson Roberts reiterated that all the Panel has to go on is what is written in the proposals.

Mr. Sandoval stated that they are confident they will have 100% and that, as of today, they are between 79 – 85%. They have 18,540 hours already in the system and they are still continuing to upload those records, so they are very confident that they will get to 100%. Mr. Sandoval shared that they have had quite a bit of demand right now because of the active shooter situation at the San Francisco airport last week. So that is something they are trying to address through this training, as well, at LAX.

Acting Chairperson Roberts asked if the Panel had any questions.

Hearing none, Acting Chairperson Roberts asked for a motion.

ACTION: Ms. Newsom moved and Ms. Hull seconded approval of the proposal submitted by Building Skills Partnership in the amount of \$479,218. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

Tab No. 42: California Manufacturing Technology Consulting

Mr. Swier presented a proposal on behalf of California Manufacturing Technology Consulting, a repeat contractor requesting \$599,694 in Expansion Funds to train 630 Retraitees and 132 Job Creation trainees located statewide. CMTC is requesting an HUA wage modification in Job Number 3 consisting of 130 trainees. At the time of development, the proposal for CMTC had tracked 65% of their active project, but is anticipating 100% earnings.

Mr. Swier stated there are representatives joining virtually to respond to any questions the Panel Members may have and introduced Rocio Leon, Manager of Training & Strategic Partnership and Patrick Biller, CFO.

Acting Chairperson Roberts asked if the Panel or the public had any questions.

Hearing none, Acting Chairperson Roberts asked for a motion.

ACTION: Ms. Newsom moved and Mr. Smiles seconded approval of the proposal submitted by California Manufacturing Technology Consulting in the amount of \$599,694. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

Tab No. 43: The Chamber of Chino Valley

Mr. Swier presented a proposal on behalf of The Chamber of Chino Valley, a first-time contractor requesting \$249,845 to train 455 Retraitees and 80 Job Creation trainees located throughout Southern California.

Mr. Swier stated there are representatives joining virtually to respond to any questions the Panel Members may have and introduced Zeb Welborn, President and Larry Mandell, Consultant.

Acting Chairperson Roberts asked if the Panel or the public had any questions.

Hearing none, Acting Chairperson Roberts asked for a motion.

ACTION: Mr. Smiles moved and Ms. Newsom seconded approval of the proposal submitted by The Chamber of Chino Valley in the amount of \$249,845. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

Tab No. 44: Sacramento Employment & Training Agency

Mr. Meyer presented a proposal on behalf of Sacramento Employment & Training Agency (SETA), a repeat contractor requesting \$569,333 in funding to train 410 priority industry

Retrainees and 245 Job Creation trainees. SETA is a joint powers agency with the City and County of Sacramento. The local Workforce Development Board and Sacramento Works operate in conjunction with SETA to provide workforce services throughout the Sacramento region. This project supports training needs for new and existing workers for employers in healthcare and construction industries. Although they are not specifically identified by job number in the project, SETA works with these employers to provide ongoing recruitment, training, technical assistance, and grant support services for veterans, refugees, and justice-involved individuals. The project intends to include trainees from all three underserved workforce populations in the Job Creation job number. Training will be provided primarily at Sacramento sites, but may also be provided to workers employed in additional Northern California counties, including Santa Clara, Solano, and San Joaquin.

Mr. Meyer stated there are representatives joining virtually to respond to any questions the Panel Members may have and introduced Terri Carpenter, Manager, SETA – Sacramento Works.

Acting Chairperson Roberts acknowledged that they have had some performance problems on prior projects, but she understands that those were pilot projects and they did what they could during that time. And hopefully they will get 100% this time. Acting Chairperson Roberts noted that they also have the same consulting company doing some of the training for their healthcare workers.

Acting Chairperson Roberts asked if the Panel or the public 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 Sacramento Employment & Training Agency in the amount of \$569,333. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

Tab No. 45: Riverside Community College District (CCCF)

Ms. Torres presented a proposal on behalf of Riverside Community College District requesting \$221,495, inclusive of the 8% support cost. This project will be funded from the California Community College Funds and represents the last 13 out of 13 of that funding. Their training plan includes proposed training for 280 priority industry Retrainees and approximately 17 Retrainees from non-priority industry participating employers. Riverside Community College Economic Development Office and Customized Training Center is located in Riverside and creates and markets customized vocational training to incumbent workers employed by local businesses across Southern California. This represents Riverside's 10th ETP contract and 4th in the last five years. With regard to employer demand, Riverside will conduct outreach through new established relationships with region workforce agencies, nonprofit and community organizations, and professional organizations. Approximately 89% of this proposal's employer core group represents employers who are recognized as small businesses. In addition, trainees enrolled in these programs will receive and have the potential to receive industry certifications. With regard to the high unemployment areas, some trainees is Job Numbers 1 and 2 are

considered to be working in areas of high unemployment. Those locations are Inglewood, Commerce, and La Mirada in Los Angeles County. Because of this, Riverside is requesting wage modification to no lower than \$16.62. Riverside's most recent agreement, which termed in November 2021 is in the close-out phase and has tracked hours with eligible potential earnings of \$281,427, which represents 41% of the approved amount. Accordingly, this proposal has been right-sized to that potential amount.

Mr. Swier stated there are representatives joining virtually to respond to any questions the Panel Members may have and introduced Debra Mustain, Director of the Riverside Office of Economic Development and Annette Vargas, Administrative Assistant.

Acting Chairperson Roberts asked if the Panel or the public 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 Riverside Community College District in the amount of \$221,495. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

Tab No. 46: California Labor Federation, AFL-CIO

Ms. Miguel presented a proposal on behalf of California Labor Federation, AFL-CIO, a repeat contractor requesting \$462,784 in Expansion funding to serve 448 transit worker trainees in Alameda, Contra Costa, San Francisco, and Santa Clara Counties. Workers are represented by the Amalgamated Transit Union Local 1575, 265, and 192 and support has been secured from those entities. There is an update to the performance on their ET21 core contract – when the proposal was submitted for the internal review process, there were no hours uploaded. Currently they are tracking approximately 43% of potential earnings in that contract.

Ms. Miguel stated that representatives are joining virtually to respond to any questions the Panel Members might have and introduced John Brauer, Executive Director and Kelly Greer, Consultant, Strategy Workplace Communications.

Acting Chairperson Roberts asked if the Panel had any questions.

Hearing none, Acting Chairperson Roberts asked for a motion.

ACTION: Mr. Smiles moved and Ms. Newsom seconded approval of the proposal submitted by California Labor Federation, AFL-CIO in the amount of \$462,784. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

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

Acting Chairperson Roberts provided an opportunity for Panel Members to request for consideration an Agenda Item for a future Panel Meeting.

No comments were made.

XIV. PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

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

Robert Meyer shared an update that ETP is working with GoBiz in a new creative team called Community-Based Solutions to be reviewing projects as part of the ETA Good Jobs challenge. They are still in the application process but are looking at project overviews with potential applicants, mainly to identify new partnerships and potential contractors that are aligned with the job creation, apprenticeship, climate change mitigation and equity that the Department of Labor is seeking to fund. This is a great team who is really looking to see some new partnerships engaging regional economic and workforce development activity through new jurisdictions, community-based organizations, university and community college partnerships, and the economic development practitioner community.

Mr. Meyer shared that his team would like to offer condolences to the CMTC team with the recent passing of Director of Field Operations Roz Samia. Roz was a big part of the success CMTC has enjoyed and supported manufacturing in California, particularly within the fund supply chain as they expanded statewide. CMTC is a family, much like ETP, so they would like to take a moment to recognize Roz for the record and send their love to CMTC.

Acting Chairperson Roberts noted that CMTC has been a great partner for ETP and thanked Mr. Meyer for sharing and acknowledging Ms. Samia.

Next, Mr. Jackie Bowers from Sturgeon Services International, Inc. inquired if their company was supposed to be called to speak today regarding their project, Tab 20.

Acting Chairperson Roberts explained that their project was approved during the Consent Calendar blanket approval, but asked if there was anything he would like to add.

Mr. Bowers shared that as their company grows outside of the oil industry, they are training a lot of their employees internally, as well. He stated that most of their company is made up of employees who have started from the very bottom and thanks to ETP, they have been able to

train them and move them up into higher positions, including supervision, management, and safety. Mr. Bower thanked staff and the Panel for that.

Next, Mr. Maslac wanted to recognize ETP staff for their hard work in getting all of the Community College funding out and approved. Mr. Maslac also stated that they are on track for next Panel Meeting to have all of the Expansion Funds expended, as well.

XV. MEETING ADJOURNMENT

Acting Chairperson Roberts adjourned the meeting at 11:41 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.



Employment Training Panel

MEMORANDUM

To: Panel Members Date: As of 03/16/2022

cc: Reg Javier, Executive Director
Peter Cooper, Assistant Director
Jaime Gutierrez, Chief Deputy Director
Tara Armstrong, Deputy Director

From: Michael Cable, Staff Attorney

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

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I. ASSEMBLY BILLS

- [AB-84 Employment: COVID-19: supplemental paid sick leave.](#)
Summary: Among other things, this bill, beginning January 1, 2022, until September 30, 2022, would provide for COVID-19 supplemental paid sick leave for covered employees who are unable to work or telework due to certain reasons related to COVID-19, including that the employee is attending a COVID-19 vaccine or vaccine booster appointment for themselves or a family member, or is experiencing symptoms, or caring for a family member experiencing symptoms, related to a COVID-19 vaccine or vaccine booster. The bill would entitle a covered employee to 40 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.

Status: On 02/09/2022 Re-referred to Com. on B. & F.R.

- [AB-87 Economic relief: COVID-19 pandemic.](#)
Summary: Among other things, this bill would create the California Emergency Relief Fund as a special fund in the State Treasury to provide emergency resources or relief relating to state of emergency declarations proclaimed by the Governor. The bill would transfer from the General Fund to the California Emergency Relief Fund \$150,000,000 for purposes relating to the COVID-19 emergency proclaimed by the Governor on March 4, 2020. The bill would appropriate \$150,000,000 from that fund to the Office of Small Business Advocate for a closed round to fund small business grant applications waitlisted from previous rounds of the California Small Business COVID-19 Relief Grant Program.

Status: On 02/09/2022 Re-referred to Com. on B. & F.R.

- **CHAPTER 323 (AB-628): Breaking Barriers to Employment Initiative.**
Summary: Among other things, this bill would instead provide that the initiative is 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.

Status: On 09/27/2021: Approved by Governor, Chaptered by the Secretary of State.

- **(CHAPTER 746) 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 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. The bill would require 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 10/09/2021: Approved by the Governor, Chaptered by the Secretary of State.

- **(CHAPTER 477) AB-1273: Interagency Advisory Committee on Apprenticeship: the Director of Consumer Affairs and 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 10/04/2021: Approved by the Governor, Chaptered by the Secretary of State.

- **AB-1306 Health Professions Careers Opportunity Program.**
Summary: This bill would add to the Legislative findings that there is an urgent and growing need for California to expand its pool of talented, diverse health workers, and to connect them more effectively to jobs in all communities. The bill would authorize the Office of Statewide Health Planning and Development within the California Health and Human Services Agency to take specified actions, including funding internships and fellowships, to address identified barriers to entry in the health professions for students from underrepresented and low-income backgrounds, as specified. The bill would authorize the agency to establish pilot programs at University of California, California State University, California Community College, and private university campuses to serve 4,800 students, as specified, and to secure funding and establish infrastructure to develop, implement, and manage the pilot program.

Status: On 08/26/2021: In committee: Held under submission.

- **[AB-1312 Vehicular fuels: renewable and clean hydrogen: income tax: credit.](#)**
Summary: Among other things, this bill would require that, on a statewide basis, no less than 33.3% of the hydrogen produced or dispensed in California for motor vehicles be green hydrogen. The bill would require that the green percentage be increased to 44% by December 31, 2024, 52% by December 31, 2027, 60% by December 31, 2030, and would require that by December 31, 2045, 100% of the hydrogen produced or dispensed in California for motor vehicles be either green hydrogen or clean hydrogen.

Status: On 01/31/2022: Died pursuant to Art. IV, Sec. 10(a) of the Constitution.
- **[AB-1317 Clean energy.](#)**
Summary: This bill would state the intent of the Legislature to enact legislation to accelerate the state's progress toward having 100% of electricity provided by renewable or other zero-carbon sources while maintaining a reliable and resilient electricity grid.

Status: On 01/31/2022: Died pursuant to Art. IV, Sec. 10(a) of the Constitution.
- **[AB-1319 The Cooperative Economy Act.](#)**
Summary: This bill would require the Labor Commissioner to organize, and members to maintain, a corporation under the Nonprofit Mutual Benefit Corporation Law named the "Federation of California Worker Cooperatives" (federation) or a substantially similar name. The bill would require the federation to function as a membership organization for worker cooperatives. This bill would require the Governor to appoint the initial board of directors, to serve for one year or until the first regular meeting of the members.

Status: On 01/31/2022: Died pursuant to Art. IV, Sec. 10(a) of the Constitution.
- **[AB-1369 Buy Clean California Act: eligible materials: product-specific global warming potential emissions.](#)**
Summary: Existing law, the Buy Clean California Act, requires the Department of General Services, by January 1, 2022, to establish and publish in the State Contracting Manual, in a department management memorandum, or on the department's internet website, a maximum acceptable global warming potential for each category of eligible materials, set at the industry average of facility-specific global warming potential emissions for that material, expressed as specified. Existing law defines eligible materials for those purposes to mean carbon steel rebar, flat glass, mineral wool board insulation, or structural steel. This bill would define eligible materials to additionally include gypsum board, insulation, carpet and carpet tiles, and ceiling tiles. The bill would also require the department, by January 1, 2024, to establish and publish a maximum acceptable global warming potential for each category of eligible materials, set at the industry average of product-specific global warming potential emissions for those materials.

Status: On 02/01/2022: In Senate. Read first time. To Com. on RLS for assignment.
- **[\(CHAPTER 445\) AB-1407 Nurses: implicit bias courses.](#)**
Summary: This bill would require an approved school of nursing or an approved nursing program to include direct participation in one hour of implicit bias training as a requirement for graduation. The bill would prohibit that provision from being construed to require a curriculum revision or to affect the requirements for licensure or endorsement under the Nursing Practice Act. This bill would, starting January 1, 2023, require a licensee still within the first 2 years of holding their license immediately following their initial licensure to complete one hour of direct participation in an implicit bias course, as specified, offered by a continuing education provider that has been approved by the board.

Status: On 10/01/2021: Chaptered by Secretary of State - Chapter 445, Statutes of 2021.

- **[AB-1417 Community colleges: providers of care for individuals with developmental disabilities: model curriculum for certification program.](#)**

Summary: This bill would express findings and declarations of the Legislature relating to the need in this state for well-trained providers of care for individuals with developmental disabilities. The bill would require the chancellor's office to develop a model curriculum for a certification program for providers of care for individuals with developmental disabilities, designed to be offered at community college campuses where there is sufficient student interest and a properly qualified faculty to sustain such a program. The bill would require the chancellor's office, in developing the model curriculum, to consult with individuals and organizations with expertise in the provision of care for individuals with developmental disabilities and the training of practitioners for that task.

Status: On 06/18/2021: In committee: Hearing postponed by committee.

- **[AB-1431 Forestry: forest carbon and resilience goals.](#)**

Summary: This bill would establish state goals for fuels treatment, vegetation management, and wildfire risk reduction, including, but not limited to, increasing vegetation management on nonfederal lands and urging the federal government to increase vegetation management on federal lands, as provided, and increasing the pace and scale of home hardening efforts to harden at least 100,000 existing homes per year by 2025. The bill would require that the established vegetation management goals be for activities that improve fire resiliency and reduce fire spread, duration, and intensity, fuel ignitability, or ignition of tree crowns, as applicable, and would require the state to implement, or cause to be implemented, the established vegetation management and home hardening goals in a specified manner, including prioritizing the implementation of these goals in the most vulnerable communities. The bill would require the Natural Resources Agency and the California Environmental Protection Agency, on or before January 1, 2023, and annually thereafter, to submit to the appropriate policy and budget committees of the Legislature a report on the progress made.

Status: On 08/26/2021: In committee: Held under submission.

- **[AB-1432 The California Online Community College.](#)**

Summary: This bill would make the California Online Community College Act inoperative at the end of 2022–23 academic year.

Status: On 07/13/2021: In committee: Set, first hearing. Hearing canceled.

- **[AB-1436 Information privacy: digital health feedback systems.](#)**

Summary: This bill would define "personal health record information" for purposes of the act to mean individually identifiable information, in electronic or physical form, about an individual's mental or physical condition that is collected by a product or device, commercial internet website, online service, or mobile application that is used by an individual and that is specifically designed to collect and transmit, directly or indirectly, the individual's personal health record information through a direct measurement of an individual's mental or physical condition or through user input regarding an individual's mental or physical condition. The bill would provide that a business that offers a personal health record system to a consumer shall not knowingly use, disclose, or permit the use or disclosure of personal health record information without a signed authorization, as specified. The bill would also prohibit a recipient of personal health record information pursuant to an authorization from further disclosing the health record information unless in accordance with a new authorization, as specified. The bill would make a violation of these provisions subject to specified administrative fines and civil penalties.

Status: On 08/26/2021: In committee: Held under submission.

- **AB-1524 State Air Resources Board: zero-emission drayage trucks: Project 800 initiative.**
Summary: This bill would require the state board to extend the Project 800 initiative to provide continued financial incentives to support the ordering of an additional 1,000 to 1,600 zero-emission drayage trucks in 2022 to serve California ports. The bill would express the intent of the Legislature that an additional 1,000 to 1,600 zero-emission drayage trucks will be ordered by December 31, 2022, and will begin operating at California ports by December 31, 2024, and that funding for the initiative come from, but shall not be limited to, the Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project. The bill would prohibit Project 800 initiative financial incentives from being made available to an applicant unless that applicant attests to the state board, in writing, that the applicant does not have an applicable law violation, as defined, at the time of application, and that the applicant will not have an applicable law violation for a specified period. The bill would authorize any person to submit a report that a purchaser or entity operating a zero-emission drayage truck that has received Project 800 initiative financial incentives, defined as a “participating fleet,” has failed to provide a truthful attestation or has an applicable law violation during the specified period to the Department of Industrial Relations for investigation. If the Department of Industrial Relations determines that a participating fleet failed to provide a truthful attestation or has an applicable law violation, the bill would require the participating fleet to repay all Project 800 initiative financial incentives received, including interest, as directed by the state board. The bill prohibits a participating fleet that is on a list maintained by the Division of Labor Standards Enforcement from receiving Project 800 initiative financial incentives.

Status: On 08/26/2021: In committee: Held under submission.

- **AB-1573 Small business technical assistance: California Business Retention Program.**
Summary: This bill, among other things, would add the definition of “small business technical assistance center,” which means federal small business technical assistance centers or local governments, or tax exempt nonprofit community-based organizations with a mission that includes economic or business development that operates entrepreneurial or small business development programs that provide free or low-cost services to underserved businesses and entrepreneurs, thereby expanding the scope of those entities eligible for grants under the program. The bill would provide the funding requirements applicable to an applicant that is not a federally contracted small business technical assistance center. This bill would create, upon appropriation of the necessary funds by the Legislature, a supplemental grant program designated as the Small Business Retention Program. The bill would require GO-Biz to establish the program to provide grants to small business technical assistance centers for the purpose of supporting the retention of small businesses by leveraging the state’s economic development and small business technical assistance providers, as provided.

Status: On 08/26/2021: In committee: Held under submission.

- **(CHAPTER 181) AB-1585 Health care.**
Summary: This bill would revise the required qualifications for the IP to require an IP to have primary professional training as a licensed nurse, medical technologist, microbiologist, epidemiologist, public health professional, or other health care related field. The bill would also require the IP to be qualified by education, training, clinical or healthcare experience, or certification, and to have completed specialized training in infection prevention and control. By expanding existing requirements, the bill would expand an existing crime, thereby imposing a state-mandated local program.

Status: On 09/16/2021: Chaptered by Secretary of State - Chapter 181, Statutes of 2021.

- **[AB-1604 The Upward Mobility Act of 2022: boards and commissions: civil service: examinations: classifications.](#)**

Summary: Existing law provides that it is the policy of the State of California that the composition of state boards and commissions shall be broadly reflective of the general public, including ethnic minorities and women. This bill would require that, on or after January 1, 2023, all state boards and commissions consisting of one or more volunteer members have at least one board member or commissioner from an underrepresented community. The bill would define the term “board member or commissioner from an underrepresented community” as an individual who self-identifies as Black, African American, Hispanic, Latino, Asian, Pacific Islander, Native American, Native Hawaiian, or Alaska Native; who self-identifies as gay, lesbian, bisexual, or transgender; who is a veteran, as defined; or who has a disability, as defined. The bill would apply these requirements only as vacancies on state boards and commissions occur.

Status: On 03/08/2022 Re-referred to Committee on P.E & R.

- **[AB-1634 Employment: clean economy: the Office of Just Transition.](#)**

Summary: The California Clean Energy Jobs Act has the goal of creating good-paying energy efficiency and clean energy jobs in California. This bill would express the intent of the Legislature to enact subsequent legislation to create the Office of Just Transition in the Labor and Workforce Development Agency to help communities and workers transition to carbon neutrality jobs that build a robust clean economy.

Status: On 01/13/2022: From printer. May be heard in committee February 12.

- **[AB-1644 Greenhouse Gas Reduction Fund: California Jobs Plan Act of 2021.](#)**

Summary: The California Global Warming Solutions Act of 2006, establishes the State Air Resources Board as the agency responsible for monitoring and regulating sources of emissions of greenhouse gases. The act authorizes the state board to include the use of market-based compliance mechanisms in regulating greenhouse gas emissions. Existing law requires all moneys, except for fines and penalties, collected by the state board from a market-based compliance mechanism to be deposited in the Greenhouse Gas Reduction Fund and to be available to the state upon appropriation by the Legislature. Existing law, beginning in the 2022–23 fiscal year through the 2028–29 fiscal year, continuously appropriates \$200,000,000 from the fund to the Department of Forestry and Fire Protection for healthy forest and fire prevention programs and projects, and the completion of prescribed fire and other fuel reduction projects. The California Jobs Plan Act of 2021 requires the state board to work with the Labor and Workforce Development Agency to update, by July 1, 2025, Greenhouse Gas Reduction Fund funding guidelines for administering agencies to ensure that all applicants to grant programs funded by the fund meet specified standards, including fair and responsible employer standards and inclusive procurement policies, as provided. Existing law exempts from these standards applicants for certain types of projects. This bill would exempt from these standards applicants for healthy forest and fire prevention programs and projects, and the completion of prescribed fire and other fuel reduction projects.

Status: On 01/20/2022: Referred to Coms. on L. & E. and NAT. RES.

- **[AB-1651 Labor statistics: annual report.](#)**

Summary: Existing law requires the Department of Industrial Relations to complete and publish an annual report containing statistics on state work injuries and occupational diseases and fatalities by industry classifications by December 31 of the following calendar year. This bill would require

the report to include within industry classifications subcategories separated by the ethnicity, race, and gender of affected individuals.

Status: On 01/20/2022: Referred to Com. on L. & E.

- **AB-1679 Governor’s Office of Business and Economic Development: Supply Chain Coordinator.**

Summary: Existing law, the Economic Revitalization Act, establishes the Governor’s Office of Business and Economic Development, known as “GO-Biz,” within the Governor’s office to serve 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 require the Governor to appoint a Supply Chain Coordinator within the office to be the principal advocate in the state for supply chain participants and advise the Governor on legislation, administrative regulations, and other issues affecting the state’s supply chain. The bill would also require the Governor to establish and appoint a Supply Chain Advisory Group consisting of stakeholders from each sector that make up the supply chain. The bill would require the coordinator to oversee the advisory group, which would develop and recommend policies that improve the supply chain. The bill would require the advisory group to meet on a biannual basis and as needed to resolve issues in times of crisis or at any other time upon request of the coordinator or a majority of the members of the advisory group.

Status: On 01/27/2022: Referred to Coms. on J.,E.D., & E. and TRANS.

- **AB-1733 State bodies: open meetings.**

Summary: This bill would specify that a “meeting” under the act, includes a meeting held entirely by teleconference. The bill would require all open meetings to be held by teleconference, would allow for use of teleconference in closed sessions, and would remove existing provisions of the act that require each teleconference location to be identified in the notice and agenda and accessible to the public. The bill would instead require the state body to provide a means by which the public may remotely hear, or hear and observe, the meeting and may remotely address the state body via two-way audio-visual platform or two-way telephonic service, as specified, and would require information to be provided in any notice to the public indicating how the public can access the meeting remotely. The bill would require the state body to provide an opportunity for members of the public to address the state body. The bill would require the state body to provide members of the public a physical location to hear, observe, and address the state body, and would authorize the members of the state body to participate in a meeting remotely or at a designated physical meeting location, and specify that physical presence at any physical meeting location is not necessary for the member to be deemed present at the meeting. The bill would require the agenda to be posted 10 days in advance of the meeting, or as provided in accordance with the provisions applicable to a special or emergency meeting, as well as posted on the state body’s internet website and, on the day of the meeting, at any physical meeting location designated in the notice. The bill would also provide that the notice of the meeting is required to specify the means by which a meeting may be accessed by teleconference. The bill would prohibit the notice and agenda from disclosing any information regarding any remote location from which a member is participating, and require members attending a meeting from a remote location to disclose whether any other individuals 18 years of age or older are present in the room.

Status: 02/18/2022: Referred to Coms. on G.O. and B. and P.

- **[AB-1761 Employment: flexible work schedules.](#)**
Summary: This bill would enact the Workplace Flexibility Act of 2022. 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: On 02/10/2022: Referred to Com. on L. & E.

- **[AB-1795 Open meetings: remote participation.](#)**
Summary: This bill would require state bodies, subject to existing exceptions, to provide all persons the ability to participate both in-person and remotely, as defined, in any meeting and to address the body remotely.

Status: On 02/18/2022: Referred to Com. on G.O.

- **[AB-1854 Unemployment insurance: work sharing plans.](#)**
Summary: This bill would extend work sharing provisions indefinitely, and would require the department to accept electronic signatures on all work sharing plan documents. The bill would, beginning September 15, 2020, require that work sharing plan applications submitted by eligible employers, upon approval by the director, be deemed approved for one year, except as specified.

Status: On 02/18/2022: Referred to Com. on INS.

- **[AB-1949 Employees: bereavement leave.](#)**
Summary: This bill would require, if an existing leave policy provides for less than 5 days of bereavement leave, a total of at least 5 days of bereavement leave for the employee, as prescribed. The bill would make it an unlawful employment practice for an employer to engage in specified acts of discrimination, interference, or retaliation relating to an individual's exercise of rights under the bill. The bill would require the employer to maintain employee confidentiality relating to bereavement leave, as specified. The bill would not apply to an employee who is covered by a valid collective bargaining agreement that provides for prescribed bereavement leave and other specified working conditions.

Status: On 02/18/2022: Referred to Coms. on L. & E. and JUD.

- **[AB-1993 Employment: COVID-19 vaccination requirements.](#)**
Summary: This bill would require an employer to require each person who is an employee or independent contractor, and who is eligible to receive the COVID-19 vaccine, to show proof to the employer, or an authorized agent thereof, that the person has been vaccinated against COVID-19. This bill would establish an exception from this vaccination requirement for a person who is ineligible to receive a COVID-19 vaccine due to a medical condition or disability or because of a sincerely held religious belief, as specified, and would require compliance with various other state and federal laws. The bill would require proof-of-vaccination status to be obtained in a manner that complies with federal and state privacy laws and not be retained by the employer, unless the person authorizes the employer to retain proof.

Status: On 02/11/2022: From printer. May be heard in committee March 13.

- **[AB-1996 State government: administrative regulations: review.](#)**
Summary: This bill would require each state agency to, on or before January 1, 2026, 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, 2027.

Status: On 02/18/2022: Referred to Com. on A. & A.R.
- **[AB-2095: Employment information workers metrics.](#)**
Summary: Current 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 require the agency to develop in a prescribed manner criteria and a scoring methodology to rank employers that would qualify as an employer eligible to be certified as a high-road employer.

Status: On 03/10/2022 Read second time and amended.
- **[AB-2132 Health care: workforce training programs.](#)**
Summary: This bill would state the intent of the Legislature to enact legislation to address the physician workforce shortage.

Status: On 03/10/2022 Read second time and amended
- **[AB-2204 Clean energy: Office of Clean Energy Workforce.](#)**
Summary: This bill would establish the Office of Clean Energy Workforce within the Labor and Workforce Development Agency with an executive director appointed by the Governor, with the consent of the Senate, for the purpose of overseeing California's transition to a sustainable and equitable carbon neutral economy. The bill would also establish the Clean Energy Workforce Board to direct and oversee the office. This bill would require the office, among other things, to coordinate with relevant state agencies to track the progress of the state moving toward 100% clean energy, as defined, create or coordinate programs with other state agencies to retrain and upskill workers for clean energy jobs, and plan and support the physical relocation of the fossil fuel-based workforce to other areas of the state with existing or new clean energy jobs, as specified.

Status: On 03/03/2022 Referred to Coms. On L. & E. and U. & E.
- **[AB-2263 Golden State Apprenticeship and Vocational Training Emergency Assistance Grant Program.](#)**
Summary: This bill would, upon appropriation by the Legislature, establish the Golden State Apprenticeship and Vocational Training Emergency Assistance Grant Program under the administration of the commission to provide one-time grants to California residents in financial need, as determined by the commission, who meet certain requirements for purposes of paying educational-related expenses associated with the eligible recipient's state-approved apprenticeship or vocational program of participation. The bill would establish the Golden State Apprenticeship Grant Fund as the initial depository of all moneys appropriated, donated, or otherwise received for the program, and, upon appropriation by the Legislature, would require the commission to distribute moneys in the fund to eligible recipients, as provided.

Status: On 03/03/2022 Referred to Com. On HIGHER ED.

- **[AB-2342 Community Economic Resilience Fund Program.](#)**
Summary: Current law establishes the Community Economic Resilience Fund Program within the Workforce Services Branch of the Employment Development Department within the Labor and Workforce Development Agency. Current law requires the branch and the Inter-Agency Leadership Team, comprised of the Labor and Workforce Development Agency, the Office of Planning and Research, and the Governor’s Office of Business and Economic Development, to administer the program. Current law makes the team jointly responsible for planning, oversight, and decision-making, as specified, and sets forth the specifics of the team’s composition and duties. This bill would, among other things, require the Inter-Agency Leadership Team to include policies for grant funds to fund business and workforce investments in multiple sectors, state and federal recognized apprenticeship and preapprenticeship programs, and other workforce programs that support career pathways to high road jobs, require collaboratives to engage local and regional planning efforts, and require the Workforce Services Branch to make available copies of the reports on the internet websites of each agency of the Inter-Agency Leadership Team within 30 days of submitting the report

Status: On 03/03/2022 -Referred to Com. On J., E.E., & E.

- **[AB-2358 Alternative vehicle and vessel technologies: funding programs: commercial harbor craft.](#)**
Summary: This bill would expand the purposes of the program to include the funding of the development, demonstration, precommercial pilot, and early commercial deployment of zero- and near-zero-emission commercial harbor craft technologies. This bill would state the intent of the Legislature to enact subsequent legislation to establish a grant program, within the Carl Moyer Program, to provide grants to ferry operators for engine repower and vessel replacement to comply with the state board’s commercial harbor craft regulation.

Status: On 03/03/2022 Referred to Com. On TRANS.

- **[AB-2360 Climate change and public health funding working group.](#)**
Summary: This bill would state the intent of the Legislature to enact legislation to establish a working group to, among other things, develop a framework for the Legislature to ensure that public health funds are effectively supporting disadvantaged communities or health equity goals in the face of climate change.

Status: On 02/17/2022: From printer. May be heard in committee March 19.

- **[AB-2425 Community colleges: Hire UP: From Corrections to Career Pilot Program.](#)**
Summary: This bill would establish the Hire UP: From Corrections to Career Pilot Program, to be administered by the Office of the Chancellor of the California Community Colleges and the Student Aid Commission. The bill would authorize the chancellor’s office to enter into agreements with up to 10 community college districts to provide funding for stipends to formerly incarcerated individuals. The bill would require the chancellor’s office to develop an application for community college districts wishing to participate to apply for funding, and to develop criteria for the selection of individual stipend recipients, as provided. The bill would make funding for the pilot program subject to an appropriation by the Legislature for these purposes, up to \$60,000,000 annually. The bill would require the chancellor’s office to submit an annual report to the Legislature on the implementation of the pilot program, including key conclusions and policy recommendations.

Status: On 03/03/2022 Referred to Com. on HIGHER ED.

- **[AB-2446 Embodied carbon emissions: construction materials.](#)**
Summary: This bill would require the commission to develop a framework for measuring and then reducing carbon intensity in the construction of new buildings, including those for residential uses. The bill would require the commission to design the framework to achieve an 80% net reduction in the carbon intensity of construction and materials used in new construction by 2045, with interim goals of 20% below 2020 levels by 2030 and 40% below 2020 levels by 2035. The bill would require the commission to take certain actions to facilitate the achievement of these goals.

Status: On 03/03/2022 Referred to Com. on NAT. RES.

- **[AB-2465 Pupil instruction: third-grade literacy: literacy grant programs: multilingual and dual language immersion educators: libraries.](#)**
Summary: This bill would, contingent on an appropriation, require the department to develop and implement a competitive grant program to award funds to local educational agencies, library districts, and public libraries for the purpose of providing a library card to every public school pupil enrolled in the local educational agency, as provided. The bill would require the Superintendent of Public Instruction to encourage all residents to use California state libraries, regardless of immigration status, and the department to provide information on its internet website about legal assistance and guidance to undocumented pupils, immigrants, and their families.

Status: On 03/10/2022 Referred to Com. on ED.

- **[AB-2522 Health professions development.](#)**
Summary: Existing law establishes the Department of Health Care Access and Information. Existing law requires the department to administer various programs, including the California Registered Nurse Education Program, designed to encourage an adequate supply of health professionals. This bill would state the intent of the Legislature to enact legislation to support the recruitment and retention of public health professionals.

Status: On 02/18/2022: From printer. May be heard in committee March 20.

- **[AB-2539 Public health: COVID-19 vaccination: proof of status.](#)**
Summary: This bill would require a public or private entity that requires a member of the public to provide documentation regarding the individual's vaccination status for any COVID-19 vaccine as a condition of receipt of any service or entrance to any place to accept a written medical record or government-issued digital medical record in satisfaction of the condition, as specified.

Status: On 02/18/2022: From printer. May be heard in committee March 20.

- **[AB-2562 Clean Transportation Program: hydrogen-fueling stations.](#)**
Summary: This bill would require the State Energy Resources Conservation and Development Commission, if it awards funding to hydrogen-fueling station projects under the program, to provide preference to those projects that are located at a port and are publicly accessible, are collocated at a fueling station for medium- and heavy-duty trucks, or are located along a state highway designated as a freight corridor. The Commission shall collaborate with entities that have expertise in workforce development to implement the workforce development components of this section, including, but not limited to, the California Workforce Development Board, the Employment Training Panel, the Employment Development Department, and the Division of Apprenticeship Standards

Status: On 03/10/2022 Referred to Com. on TRANS.

- [**AB-2627 Electronically collected personal information: state and local agencies: the California Community Colleges: memorandum of understanding.**](#)

Summary: This bill would authorize a state or local agency, at the request of the governing board of a California Community College district, to enter into a memorandum of understanding that would allow the agency and the district to share electronically collected personal information about users, unless the user has not granted permission for that disclosure, for purposes of facilitating outreach to, and enrollment, of individuals in the California Community Colleges system and notifying the user of all available support resources.

Status: On 03/10/2022 Referred to Coms. On P. & C.P. and HIGHER ED

- [**AB-2670 California Regional Initiative for Social Enterprises Program.**](#)

Summary: This bill would require, upon appropriation by the Legislature, the Government Operations Agency to establish the California Regional Initiative for Social Enterprises Program for purposes of creating a statewide effort to support employment social enterprises, as described. The bill would declare the intent of the Legislature to enact legislation that would expand on the framework for the program.

Status: 03/10/2022 Referred to Com. on L. & E.

- [**AB-2689 Virtual currency: payment for goods and services.**](#)

Summary: This bill would authorize a private or public entity in the state to accept virtual currency, as defined, as a method of payment for the provision of any good or service, including any governmental service. The bill would define public entity for these purposes to include the state and every state entity, including the Legislature, the judicial branch, the University of California, and the California State University, and a political subdivision of the state, including a city, county, city and county, charter city, charter county, school district, community college district, joint powers authority, joint powers agency, and any public agency, authority, board, commission, or district.

Status: On 03/10/2022 Referred to Coms. On B. & F. and P. & C.P.

- [**AB-2696 Electricity: renewable energy and zero-carbon resources: state policy: transmission planning.**](#)

Summary: This bill would require the Energy Commission, in consultation with the California Infrastructure and Economic Development Bank, the Governor's Office of Business and Economic Development, the Independent System Operator, and the Public Utilities Commission (PUC), to conduct a study to review potential lower cost ownership and alternative financing mechanisms for new transmission facilities needed to meet the state's clean energy and climate targets, as specified, and to submit a report to the Governor and the Legislature, on or before September 30, 2023, with findings and recommendations related to the study.

Status: On 03/10/2022 Referred to Coms. On U. & E. and NAT. RES.

- [**AB-2807 Transportation funding programs: eligibility: public transportation ferries.**](#)

Summary: This bill would expand the programs and projects that are eligible to receive funding under the Clean Transportation Program to include programs and projects that accelerate the commercialization of public transportation ferries and alternative and renewable fuels and programs and projects to retrofit fleets of public transportation ferries with technologies that create higher fuel efficiencies. The Commission shall collaborate with entities that have expertise in workforce development to implement the workforce development components of this section, including, but not limited to, the California Workforce Development Board, the Employment

Training Panel, the Employment Development Department, and the Division of Apprenticeship Standards.

Status: On 02/18/2022: Introduced. To print.

- **[AB-2849 Worker cooperatives.](#)**

Summary: Existing law authorizes the creation of cooperative corporations and prescribes requirements for their formation. Existing law defines “worker cooperative” as a corporation formed, as specified, that includes a class of worker-members who are natural persons whose patronage consists of labor contributed to, or other work performed for, the corporation. This bill would state the intent of the Legislature to enact legislation pertaining to worker cooperatives.

Status: On 02/18/2022: Introduced. To print.

- **[AB-2851 Lithium batteries: manufacturing supply chain.](#)**

Summary: This bill would express the intent of the Legislature to enact legislation that would support the development of infrastructure processes that support California’s lithium battery manufacturing supply chain. The bill would also include related legislative findings and declarations.

Status: On 02/18/2022: Introduced. To print.

- **[AB-2877 Water infrastructure projects: grants: tribal governments.](#)**

Summary: Existing law, the Water Quality, Supply, and Infrastructure Improvement Act of 2014, a bond act approved by the voters as Proposition 1 at the November 4, 2014, statewide general election, authorizes the issuance of general obligation bonds to finance a water quality, supply, and infrastructure improvement program, as specified. This bill would state the intent of the Legislature to enact subsequent legislation that would create the Tribal Government Water Infrastructure Grant Fund in the State Treasury to provide grants to tribal governments for water infrastructure projects.

Status: On 02/18/2022: Introduced. To print.

- **[AB-2887 Lithium batteries: labor standards.](#)**

Summary: This bill would declare the intent of the Legislature to enact legislation that would establish labor standards and opportunities that deliver benefits to local communities in the Lithium Valley battery supply chain. This bill would also include related legislative findings and declarations.

Status: On 02/18/2022: Introduced. To print.

- **[AB-2889 Wildfire mitigation plans: electrical infrastructure: undergrounding.](#)**

Summary: This bill would require an electrical corporation with more than 50% of its service territory located in a high fire-threat district to additionally include in its 2023 wildfire mitigation plan, a multiyear undergrounding plan, covering at least 7 years and not more than 10 years, as specified.

Status: On 02/18/2022: Introduced. To print.

- **[AB-2903 Lithium recovery: Salton Sea geothermal resources area: workforce agreements.](#)**

Summary: This bill would express the intent of the Legislature to enact legislation that would establish procedures for implementing community workforce agreements for projects related to

lithium recovery at the Salton Sea geothermal resources area. The bill would also include related legislative findings and declarations.

Status: On 02/19/2022: From printer. May be heard in committee March 21.

- **AB-2932 Employment: workweek.**

Summary: This bill would declare the intent of the Legislature to enact legislation that would enact a four-day-workweek.

Status: On 02/19/2022: From printer. May be heard in committee March 21.

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 06/07/2021: Re-referred to Com. on RLS. pursuant to Assembly Rule 96.

- **SB-54 Plastic Pollution Producer Responsibility Act.**

Summary: This bill would establish the Plastic Pollution Producer Responsibility Act, which would prohibit producers of single-use, disposable packaging or single-use, disposable food service ware products from offering for sale, selling, distributing, or importing in or into the state such packaging or products that are manufactured on or after January 1, 2032, unless they are recyclable or compostable.

Status: On 01/24/2022: In Assembly. Read third time. Passed. (Ayes: 29. Noes: 7.)

- **SB-66 California Council on the Future of Transportation: advisory committee: autonomous vehicle technology.**

Summary: This bill would require the secretary to establish an advisory committee, the California Council on the Future of Transportation, to provide the Governor and the Legislature with recommendations for changes in state policy to ensure that as autonomous vehicles are deployed, they enhance the state's efforts to increase road and transit safety, promote equity, and meet public health and environmental objectives. The bill would require the council to be chaired by the secretary and consist of 23 additional members, selected by the chair or designated.

Status: On 08/26/2021: August 26 hearing: Held in committee and under submission.

- **(CHAPTER 3) SB-113 Economic relief: COVID-19 pandemic.**

Summary: Among other things, this bill would create the California Emergency Relief Fund as a special fund in the State Treasury to provide emergency resources or relief relating to state of emergency declarations proclaimed by the Governor. The bill would transfer from the General Fund to the California Emergency Relief Fund \$150,000,000 for purposes relating to the COVID-19 emergency proclaimed by the Governor on March 4, 2020. The bill would

appropriate \$150,000,000 from that fund to the Office of Small Business Advocate for a closed round to fund small business grant applications waitlisted from previous rounds of the California Small Business COVID-19 Relief Grant Program.

Status: On 02/09/2022: Chaptered by Secretary of State. Chapter 3, Statutes of 2022.

- **(CHAPTER 4) SB-114 Employment: COVID-19: supplemental paid sick leave.**
Summary: This bill would give workers at least 40 hours for work lost because of COVID-19 and apply retroactively from January 1, 2022, to September 30, 2022.

Status: On 02/09/2022: Chaptered by Secretary of State. Chapter 4, Statutes of 2022.

- **SB-551 California Zero-Emission Vehicle Authority.**
Summary: This bill would establish the California Zero-Emission Vehicle Authority within the Governor's Office of Business and Economic Development. The bill would require the authority to coordinate activities among state agencies to advance zero-emission vehicle infrastructure deployment, including charging stations and hydrogen refueling stations, as well as ensure related equity, workforce development, economic development, and other needs are addressed, as specified. The bill would require the authority to publish on its internet website and report to the relevant policy committees of the Legislature an update on its progress in prescribed activities, including metrics in specified areas, including vehicle sales and job training. The bill would repeal these provisions on January 1, 2029.

Status: On 08/26/2021: August 26 hearing: Held in committee and under submission.

- **SB-625 Community development financial institutions: grant program.**
Summary: This bill would establish the California Investment and Innovation Program, administered by the I-Bank, for the purpose of providing grants to qualified community development financial institutions. The bill would establish the California Investment and Innovation Fund and, upon appropriation, require the I-Bank to award a grant to an eligible recipient, defined as a community development financial institution that meets specified criteria under the program, as provided. The bill would specify authorized uses of grant funds, including providing loans, grants, equity investments, or technical assistance within low-income communities or for purposes that have a direct and substantial benefit to lower income households. The bill would also provide criteria for prioritization of grants, and would require the I-Bank to establish guidelines for performance and periodic reporting by grantees. The bill would also establish the California Investment and Innovation Advisory Committee, which would review and recommend for approval applications for grants, and would provide recommendations to the I-Bank on the successful implementation of the program.

Status: On 06/25/2021: June 29 set for first hearing canceled at the request of author.

- **(CHAPTER 767) SB-628 California Creative Workforce Act of 2021.**
Summary: Existing law establishes the California Workforce Development Board, which assists the Governor in the development, oversight, and continuous improvement of California's workforce investment system. The board reports to the Secretary of the Labor and Workforce Development Agency. Existing law creates various workforce development programs, including the Breaking Barriers to Employment Initiative and the Social Entrepreneurs for Economic Development Initiative. Existing law establishes an Arts Council in state government to, among other things, promote the employment of artists and those skilled in crafts in both the public and private sector. This bill would enact the California Creative Workforce Act of 2021, to be operative upon appropriation by the Legislature of sufficient funding for its purposes. The purpose of the act would be to establish creative arts workforce development as a state priority

and to promote employment and “earn and learn,” as defined, job training opportunities for creative workers, among other things. The bill would require the Arts Council, in collaboration with the California Workforce Development Board, to design the program pursuant to specified objectives. The bill would require the council to consult with local government, community nonprofit organizations, and educational institutions, among others, in this effort. The bill would require the council to adopt criteria, guidelines, and policies, which would be exempt from the Administrative Procedure Act, and would make this information available to the public.

Status: Chaptered by Secretary of State. Chapter 767, Statutes of 2021.

- **(CHAPTER 109) 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 also distribute that 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: Chaptered by Secretary of State. Chapter 109, Statutes of 2021.

- **(CHAPTER 550) SB-753 Unemployment information: California Workforce Development Board: program outcomes.**

Summary: Existing law 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. Existing law requires the board to assist the Governor with specified tasks, including developing and continuously improving the statewide workforce investment system. This bill would require the board to evaluate program outcomes, including program participant outcomes for all grant programs administered by the board, regardless of funding source.

Status: Chaptered by Secretary of State. Chapter 550, Statutes of 2021.

- **SB-755 Workforce development: training-related job placement: reporting.**

Summary: This bill would require the CWDB and department to work collaboratively to measure and report on training-related job placement outcomes for individuals receiving job training services, as defined, provided through the workforce system, as provided. The bill would require, among other things, the board and department to develop policies and plans to measure and collect various data relating to job training services, wages, and employment. The bill would require the board and department to summarize and provide an initial report of their findings to specified committees of the Legislature no later than July 1, 2023. The bill would require this initial report to be annually updated and included in the annual report the department provides to the Legislature, as described above. The bill would also require the board and department to work with local workforce development boards to develop and implement a means of notifying, prior to their enrollment in a job training service, a person seeking to enroll in those services of the board’s and department’s findings on the efficacy of those services. The bill would make related findings and declarations and make conforming changes. By imposing additional duties on local officials, the bill would impose a state-mandated local program.

Status: On 06/17/2021: Referred to Com. on L. & E.

- **(CHAPTER 223) 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 with an employer of record, which may include, but not be limited to, an employment social enterprise, as defined, or a worker cooperative, as defined, particularly for individuals with barriers to employment.

Status: Chaptered by Secretary of State. Chapter 223, Statutes of 2021.

- **SB-1104 Governor’s Office of Business and Economic Development: Office of Freight.**
Summary: This bill would establish the Office of Freight within GO-Biz. The bill would require the office to serve as the coordinating entity to steer the growth, competitiveness, and sustainability for freight and ports across the state and to promote and assess the continued economic vitality and sustainability of the freight sector. The bill would require the office, in coordination with specified state agencies, to prepare an assessment of statewide economic growth, competitiveness, prosperity, resiliency, and sustainability for the state’s ports and freight sector. The bill would require the office to submit the assessment to the Legislature on or before December 31, 2024, and an updated assessment at least once every 5 years thereafter. The bill would require the Transportation Agency to incorporate the findings of the assessment into the state freight plan, as specified.

Status: On 02/23/2022 Referred to Coms. On B., P. & E.D. and TRANS.

- **SB-1238 Behavioral health services: existing and projected needs.**
Summary: This bill would require the State Department of Health Care Services, in consultation with each council of governments, to determine the existing and projected need for behavioral health services for each region in a specified manner and would require, as part of that process, councils of governments to provide the department-specified data. The bill would authorize a council of governments, within 30 days following notice of the determination from the department, to file with the department an objection to the department’s determination of the region’s existing and projected behavioral health need. The bill would require the department to make a final written determination of the region’s existing and projected behavioral needs within 45 days of receiving an object. By adding to the duties of councils of governments, this bill would impose a state-mandated local program.

Status: On 03/02/2022 Referred to Com. on HEALTH

- **SB-1251 Electric Vehicle Equity Ombudsperson.**
Summary: This bill would create the Electric Vehicle Equity Ombudsperson in state government and would require the ombudsperson to coordinate activities among state agencies to advance light-, medium-, and heavy-duty zero-emission vehicles and zero-emission infrastructure deployment and to ensure related equity, workforce development, economic development, and other needs are addressed to grow and support the sector statewide in order to achieve specified goals relating to zero-emission vehicles.

Status: On 02/18/2022: From printer.

- **SB-1258 Clean Transportation Program: autonomous vehicles.**
Summary: This bill would authorize infrastructure and zero-emission refueling projects that promote the development and use of zero-emission autonomous vehicles, as defined, to be eligible for funding under the program. The commission shall collaborate with entities that have expertise in workforce development to implement the workforce development components of this section, including, but not limited to, the California Workforce Development Board, the Employment Training Panel, the Employment Development Department, and the Division of Apprenticeship Standards.

Status: On 03/07/2022 Referred to Com. on E., U. & C.

- **[SB-1275 State agencies: cryptocurrency.](#)**
Summary: Existing law establishes state agencies for various purposes, including to provide certain services to the public for which payment is required. This bill would authorize a state agency to accept cryptocurrency as a method of payment for the provision of government services.

Status: On 03/09/2022 Referred to Coms. On G.O. and B. & F.I.

- **[SB-1351 California Youth Apprenticeship Program](#)**
Summary: Would establish the California Youth Apprenticeship Program for the purpose of awarding grant funds to eligible applicants to develop new apprenticeship programs or expand existing apprenticeship programs to serve a specified target population. The bill would define “target population” as individuals from 16 to 24 years of age who are unhoused, in the child welfare, juvenile justice, or criminal justice system, live in concentrated poverty, or face barriers to labor market participation, among other criteria. The bill would establish the Office of the California Youth Apprenticeship Program within the Division of Apprenticeship Standards to administer the program. The bill would require the office to solicit proposals and select grant recipients from eligible applicants, including, among others, county offices of education, regional consortia of community college districts, and local intermediaries. The bill would specify information required to be included in a grant proposal and would specify eligible purposes for use of grant funds. The bill would require the office to complete planning to implement the program by October 31, 2023, and would require the office to begin soliciting grant proposals by March 31, 2024.

Status: On 03/15/2022: From committee with author's amendments. Read second time and amended. Re-referred to Com. on RLS.

III. **BUDGET BILLS**

- **[AB-1624 Budget Act of 2022.](#)**
Summary: This bill would make appropriations to support the state government for the 2022–23 fiscal year. This bill would take effect immediately as a Budget Bill.

Status: On 01/20/2022: Referred to Com. on BUDGET.

- **[SB-840 Budget Act of 2022.](#)**
Summary: This bill would make appropriations to support the state government for the 2022–23 fiscal year. This bill would take effect immediately as a Budget Bill.

Status: 01/10/2022: Introduced. Read first time. Referred to Com. on B. & F.R.

- **[AB-147 Budget Act of 2021.](#)**
Summary: Amendment includes: “\$600,000,000 to the Labor and Workforce Development Agency for the Community Economic Resilience Fund Program, pursuant to Chapter 259 of the Statutes of 2021.”

Status: On 02/09/2022 Re-referred to Com. on B. & F. R.

- **[AB-169 Budget Act of 2021.](#)**
Summary: This bill would amend the Budget Act of 2021 by amending and adding items of appropriation and making other changes.

Status: On 03/15/2022: Read second time. Ordered to third reading.

- **(CHAPTER 2) SB-115 Budget Act of 2021.**
Summary: Amendment includes: “\$600,000,000 to the Labor and Workforce Development Agency for the Community Economic Resilience Fund Program, pursuant to Chapter 259 of the Statutes of 2021.”

Status: On 02/09/2022: Chaptered by Secretary of State. Chapter 2, Statutes of 2022.

- **SB-119 Budget Act of 2021.**
Summary: This bill would amend the Budget Act of 2021 by amending and adding items of appropriation and making other changes.

Status: On 03/14/2022: Chaptered by Secretary of State. Chapter 9, Statutes of 2022.



THE EMPLOYMENT TRAINING PANEL
**2020-21 ANNUAL REPORT
&
2021-24 STRATEGIC PLAN**

**RESEARCH AND ANALYTICS DIVISION
MARCH 25, 2022**

PERFORMANCE HIGHLIGHTS

APPROVED CONTRACTS APPROVED BY PANEL



56,872
TOTAL TRAINEES



\$72.8M
TOTAL AMOUNT



317
CONTRACTS



\$230K
AVERAGE CONTRACT
AMOUNT

PERFORMANCE HIGHLIGHTS

ONGOING

CONTRACTS ACTIVE AND ONGOING
AT THE END OF THE FISCAL YEAR



88,530
TOTAL TRAINEES



\$95.6M
TOTAL AMOUNT



330
CONTRACTS



\$290K
AVERAGE CONTRACT
AMOUNT

PERFORMANCE HIGHLIGHTS

COMPLETED

CLOSED CONTRACTS WHICH SUCCESSFULLY TRAINED AND RETAINED EMPLOYEES



69,436
TOTAL TRAINEES



\$82M
TOTAL AMOUNT

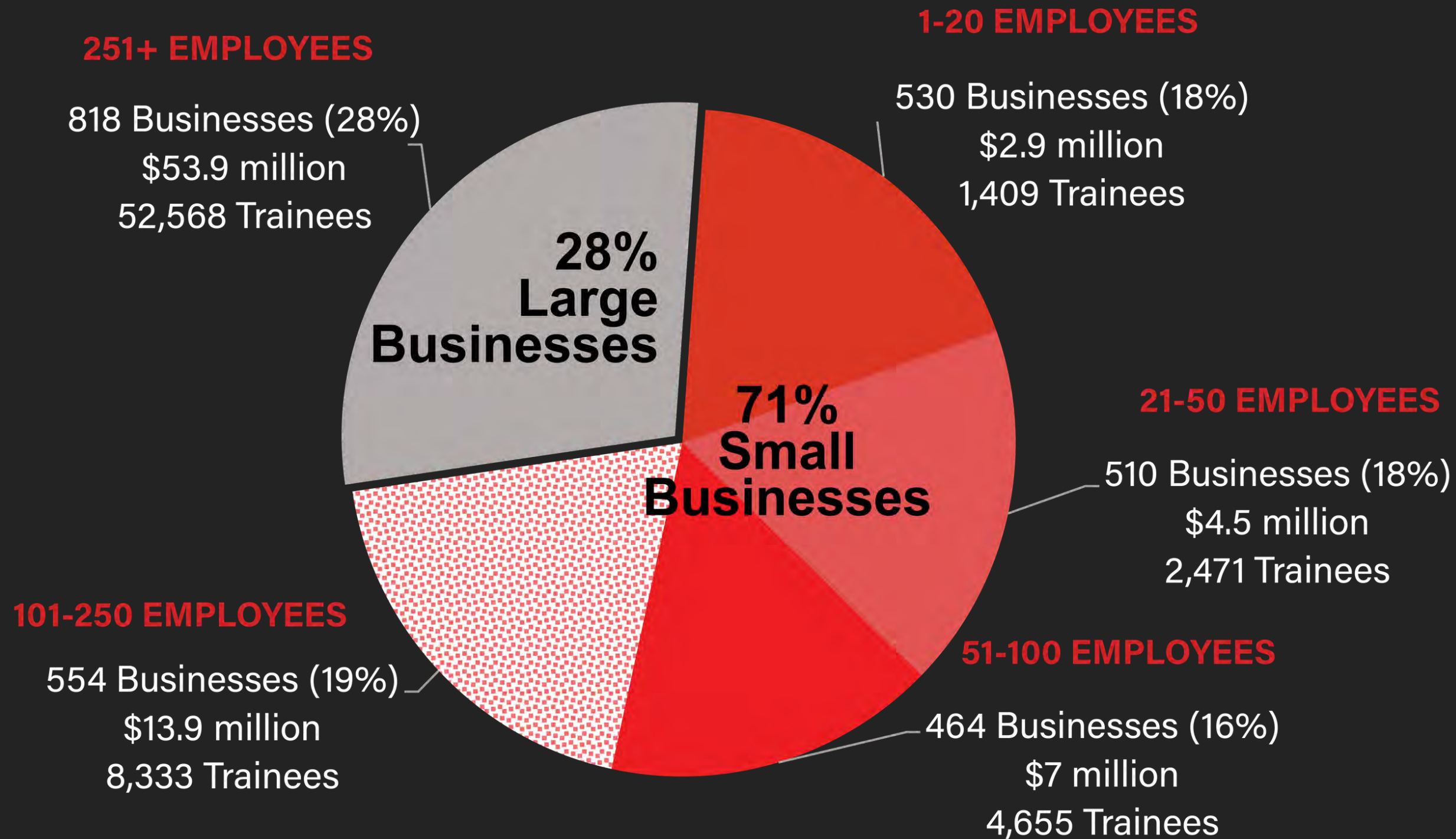


319
CONTRACTS



\$258K
AVERAGE CONTRACT AMOUNT

SMALL BUSINESS



2.1K

**TOTAL SMALL
BUSINESSES**

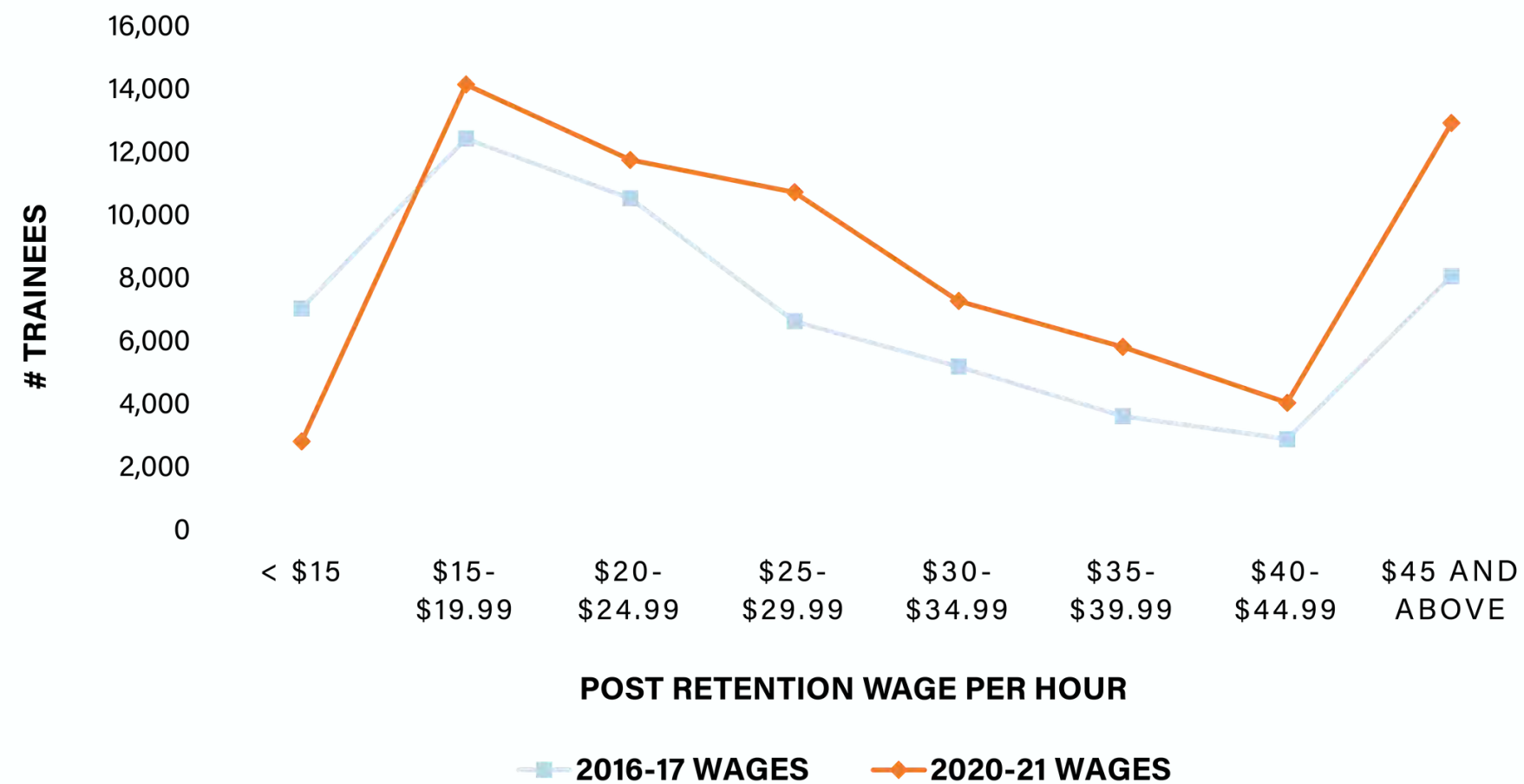


16.8K

**TOTAL SMALL
BUSINESS TRAINEES**

POST RETENTION WAGES

TRAINEE WAGE RANGES & 5 YEAR COMPARISON



\$18.87/hr

POST RETENTION WAGE FOR NEW HIRES

\$33.07/hr

POST RETENTION WAGE FOR INCUMBENT WORKERS (RETRAINEES)

FY 19-20

FY 20-21

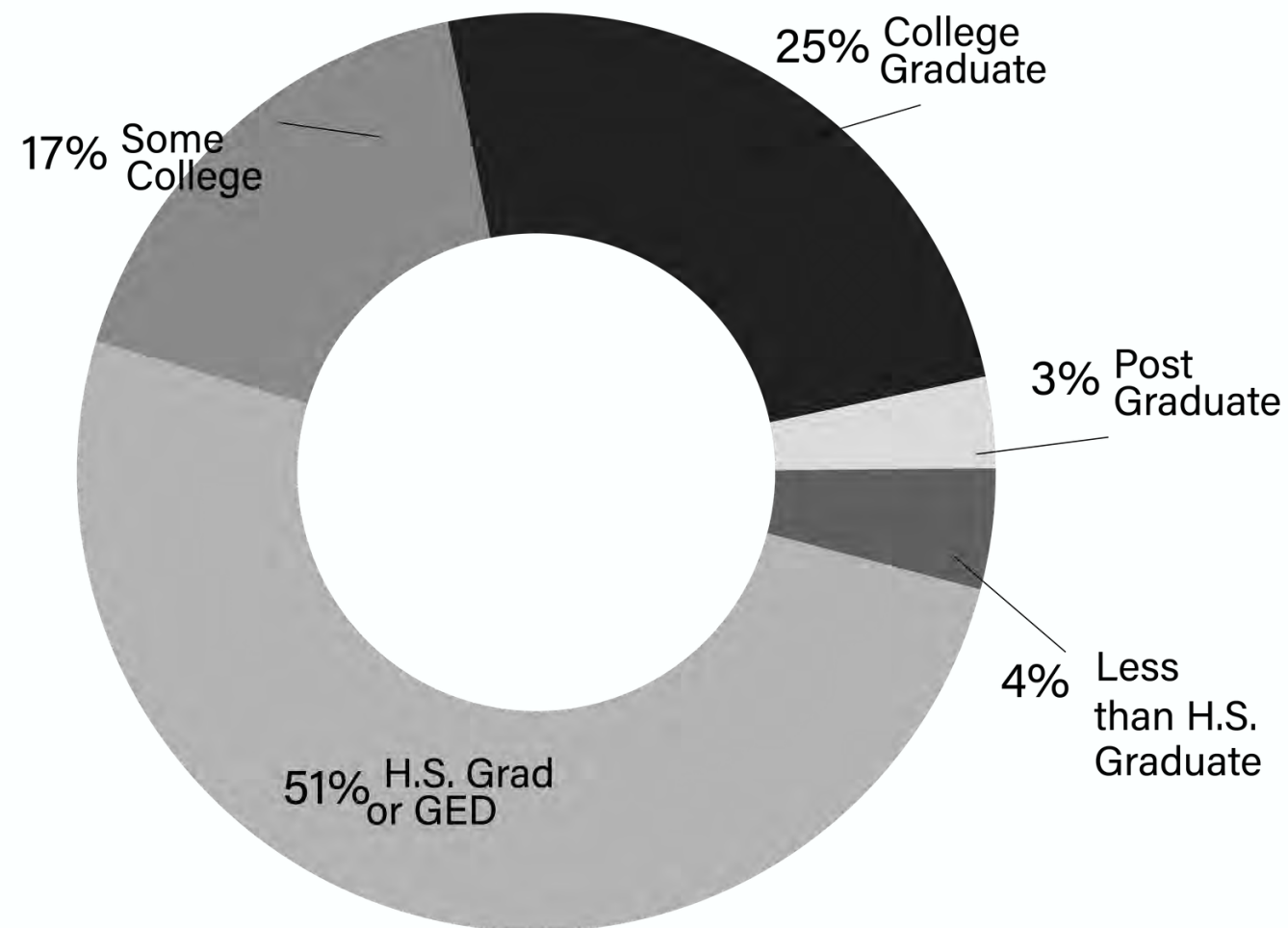
>1%

INCREASE IN WAGES FROM PREVIOUS FY

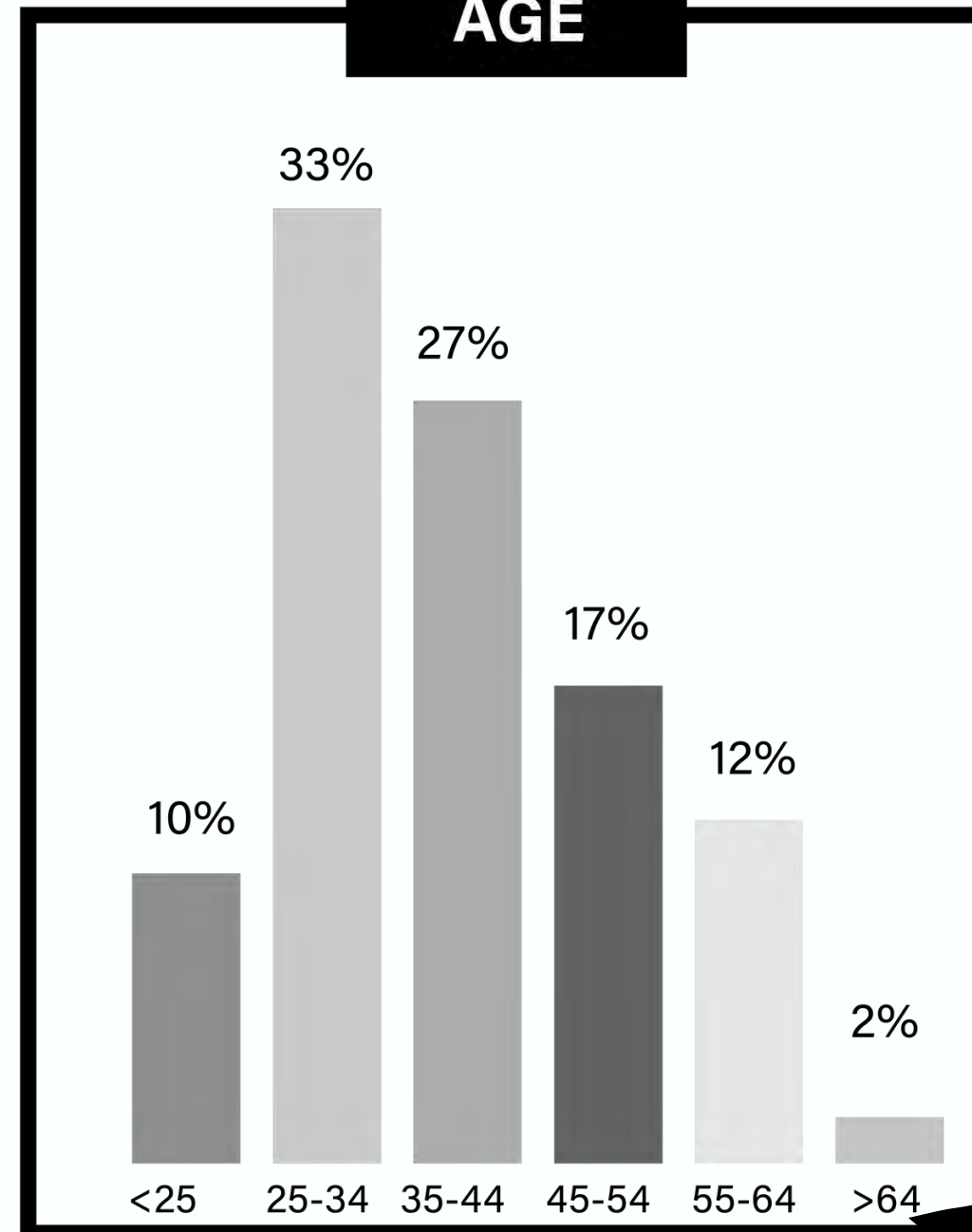
TRAINEE DEMOGRAPHICS

COMPARED TO
LAST FY

EDUCATION



AGE



4%

INCREASE IN
TRAINEES WITH LESS THAN
HIGH SCHOOL

3%

INCREASE IN
TRAINEES WITH HS GRAD /GED

2%

INCREASE IN
TRAINEES AMONG 25-34 AGE
GROUP

NOTE: ETP ECONOMIC DATA- FOR PLACED TRAINEES FROM CORE AND ALTERNATIVE FUNDING SOURCES

TRAINEE DEMOGRAPHICS

3%

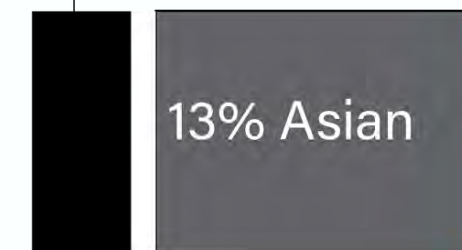
INCREASE IN FUNDING FOR
ETHNIC HISPANIC OR LATINO

1%

INCREASE IN FUNDING
FOR VETERANS

RACE / ETHNICITY

4% African American



39% Ethnic Hispanic
or Latino

1% Filipino

9%
Other

31% White

1% American Indian/
Alaskan Native

0% Multi-Ethnic

GENDER

71% MALE

28% FEMALE

**1% NON-
BINARY**

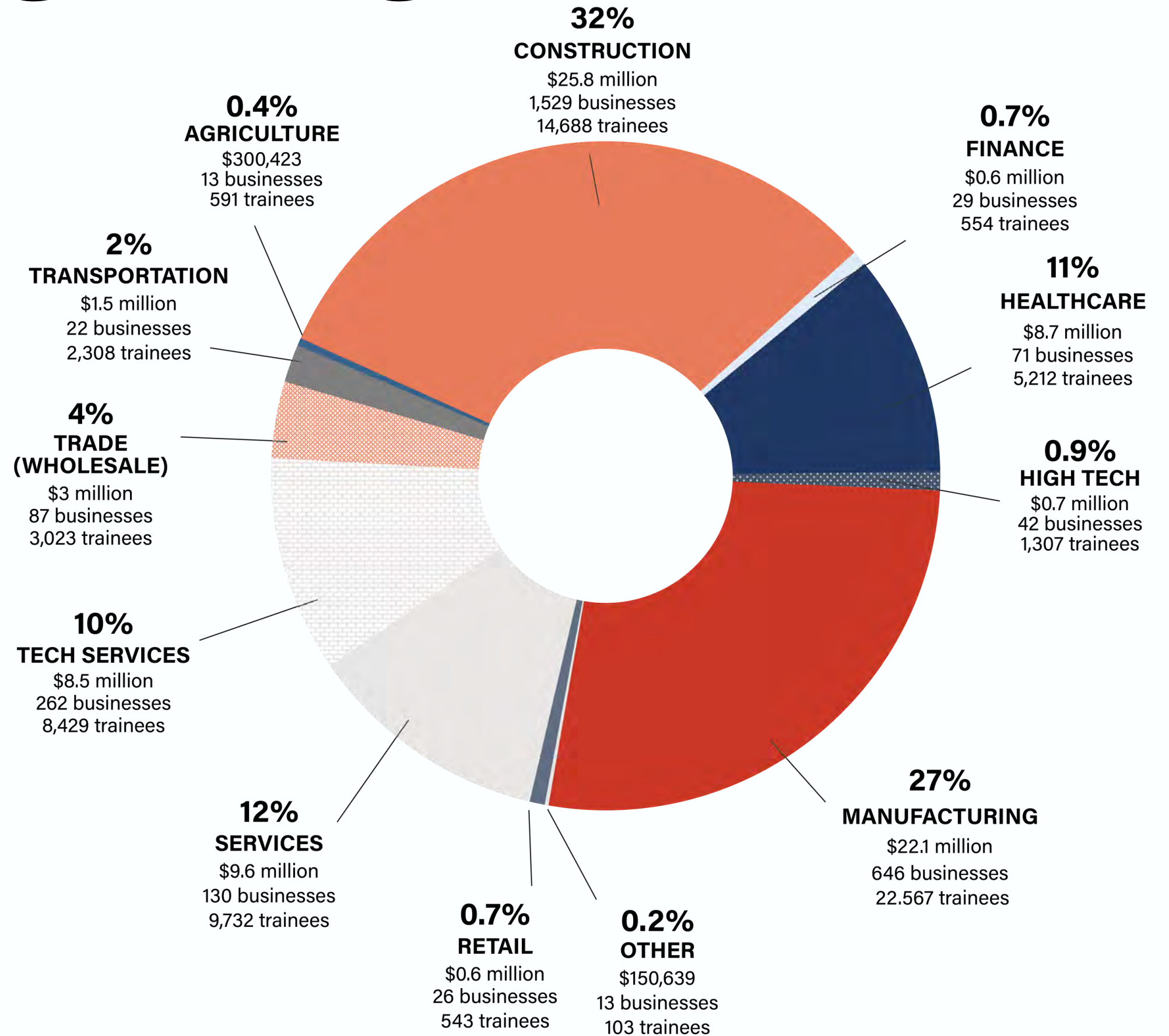
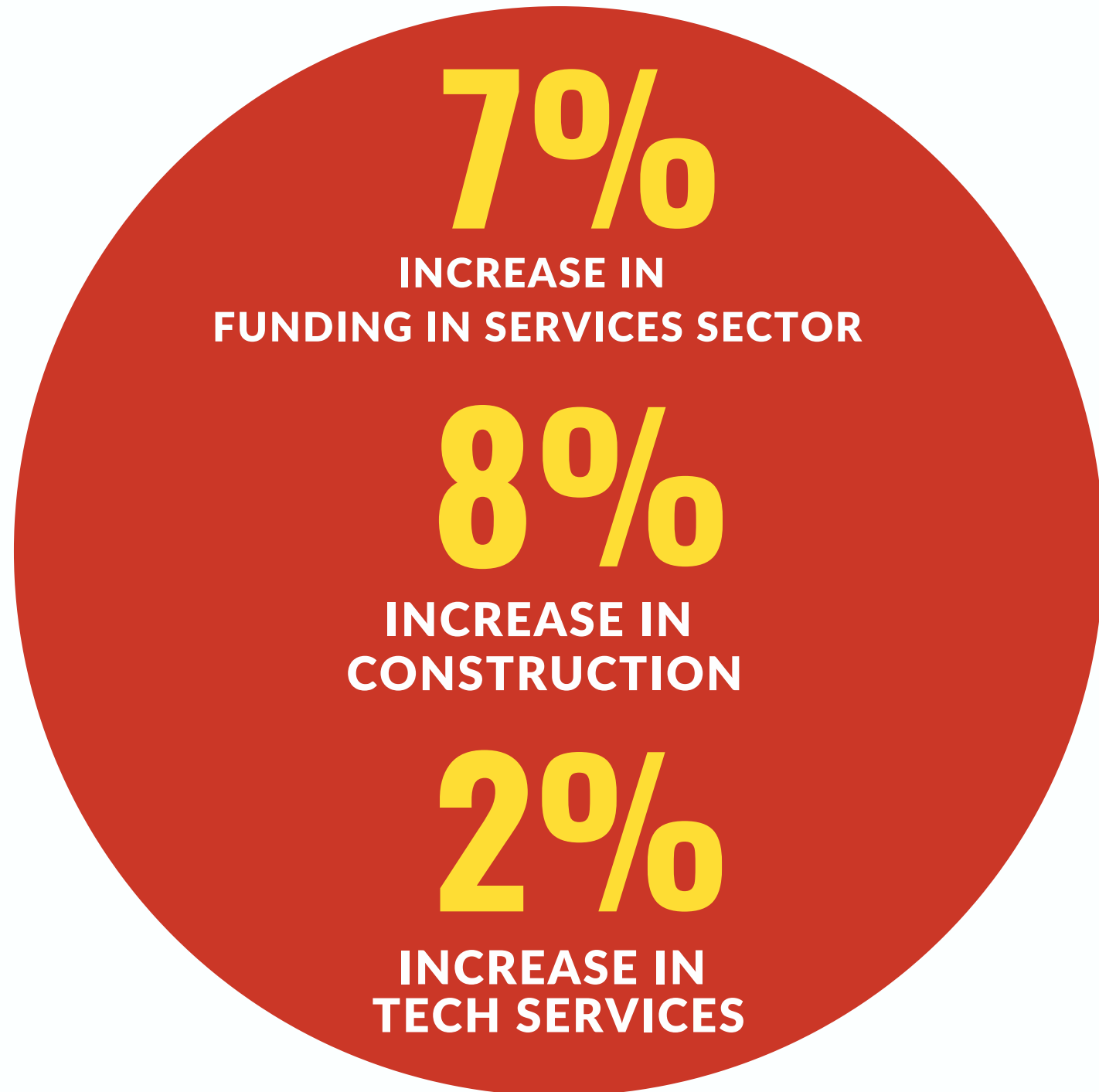
3% VETERANS

*ETP trainees who specified a veteran
status*

NOTE: ETP ECONOMIC DATA- FOR PLACED TRAINEES FROM CORE AND ALTERNATIVE FUNDING SOURCES

PRIORITY INDUSTRIES

LAST FY 2019-20 COMPARISON



INITIATIVES & SPECIAL PROGRAMS

COVID RESPONSE

\$37.2M

IN FUNDING
TO TRAIN

28K JOBS TRAINEES



INITIATIVES & SPECIAL PROGRAMS

JOB CREATION

\$3.9M

FUNDED

FOR THE CREATION
OF OVER

2,536

JOBS



INITIATIVES & SPECIAL PROGRAMS

APPRENTICESHIP

\$17.7M

FUNDED
TO TRAIN OVER
10,500 TRAINEES IN
APPRENTICESHIPS



INITIATIVES & SPECIAL PROGRAMS

VETERANS

FY 2020-21, the Panel approved **\$1.6M** in funding to train **726 veterans** under the ETP Veterans program



RICHMONDBUILD | RICHMOND, CA

"The partnership with ETP has helped the city of Richmond to provide life changing opportunities to our community. RichmondBUILD was founded to provide in-demand training, mentorship and coaching support for an often marginalized population that connects their desire to make impactful change in their live and start on a career path. Along the way we have created strong partnerships with high road employers and labor organizations. With the support of organizations like ETP, we have been able to continually update our programs and to broaden the scope of services we offer to ensure that we can positively impact our community."

Fred Lucero
Program Manager-RichmondBUILD &
YouthBUILD
City of Richmond



TRAINEES EARN UP TO

\$26/HR

THROUGH ETP-FUNDED TRAINING

APEEL SCIENCES | LA GOLETA, CA

CRITICAL PROPOSAL/JOB CREATION

"As we have doubled in size within the past year, ETP Funding has allowed us to provide continuous, virtual instructor-led training to our employees. This has proven imperative to our business and our 2021 annual company objectives to develop our people.

ETP funds have given Apeel the amazing opportunity to provide employees with talent development and training programs that bring real personal and professional growth. Recently, some of our Product Quality Engineers have highlighted the value they received from our company learning & development offerings. In addition to attending open professional development workshops, these employees are also enrolled in 1:1 professional coaching."

Kelly Conolly
Learning & Development Coordinator
Apeel Sciences



RECEIVED

\$599K

IN FUNDING

TO CREATE

516

NEW JOBS

GLENDALE COMMUNITY COLLEGE | GLENDALE, CA

MANUFACTURING/AEROSPACE

"The Employment Training Panel has established partnerships with the California Community Colleges for employer-customized job skills training as well as career pathway programs for new workers, including those in traditionally underserved workforce populations and in economically disadvantaged areas. Glendale Community College continues to advance the highest level of success as an ETP contractor, delivering responsive, quality training to thousands of California businesses. ETP continues to build upon the ongoing success at GCC by increasing the number of ETP contracting community colleges and the number of industry sectors served with the aid of ETP funding. Our partnership has most critically allowed ETP to continue innovate and adapt to the changing needs of business and maintain our position at the leading edge of economic and workforce development. Simply, we share the common goal of helping California businesses address the tremendous need for well-paying, highly skilled professionals and we heartily support our partnership with Glendale Community College."

Kim Edelman
Executive Director
Glendale College Professional Development
Center



RECEIVED

\$750K IN FUNDING

TO TRAIN
554

TRAINEES
INCLUDING

36 VETERANS



2021-2024 STRATEGIC PLAN



PREVIOUS MISSION & VISION

MISSION STATEMENT

The Employment Training Panel will support future-oriented, sustainable economic development and job training in California that is equitable and inclusive through strategic partnerships with business, labor, and government.

VISION STATEMENT

The Employment Training Panel provides financial assistance to California businesses to support customized worker training to:

- Attract and retain businesses contributing to a healthy California economy.
- Provide workers secure jobs paying good wages and having opportunities for advancement.
- Assist employers to successfully compete in the global economy.
- Promote benefits and ongoing investment of employee training among employers.
- Support high-wage, career track workforce training efforts for disproportionately affected communities.

NEW MISSION & VISION

MISSION STATEMENT

Partner with California businesses to create and retain high wage jobs while providing workers the opportunity to train for career advancement.

VISION STATEMENT

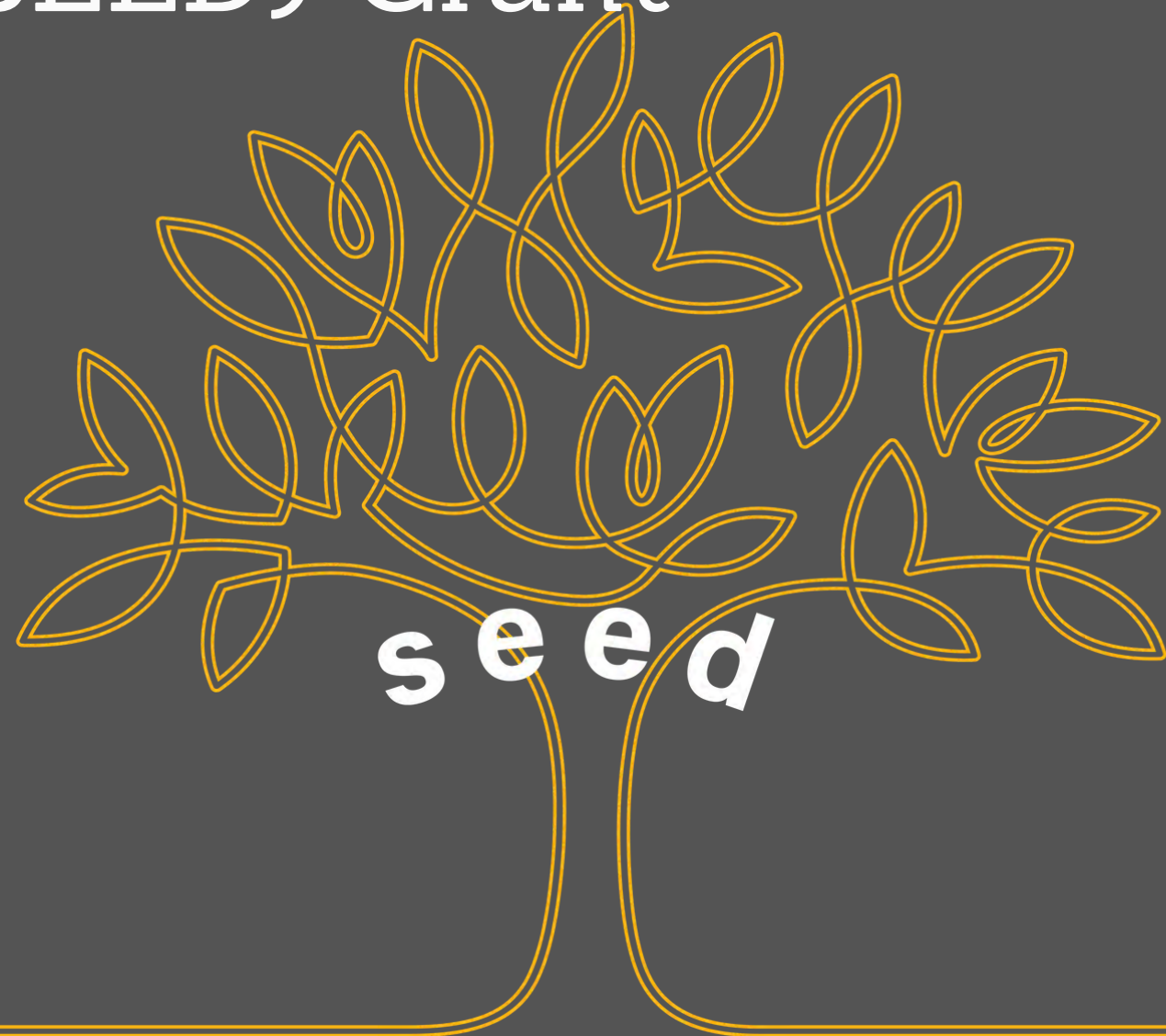
To be the premier resource for workforce training leading to high wages and career progression with a focus on diversity, equity, and inclusion.

GOALS & OBJECTIVES

- 01** Support California's workforce with sustainable jobs & strong career pathways
- 02** Contribute to California's growth
- 03** Support for small businesses through private-public partnerships
- 04** Communication & Engagement in Internal Operations
- 05** Commitment to innovation in technology and data

KEY STRATEGIES & INITIATIVES

Social Entrepreneurs for Economic Development (SEED) Grant



In 2021, ETP and the Labor and Workforce Development Agency announced the opening of the application period for the Social Entrepreneurs for Economic Development (SEED) Grant. Non-profit Community Based Organizations (501c3) were eligible to apply for the SEED grants which total nearly \$10M in funding.

SEED grants support the entrepreneurship of immigrants and limited English proficient individuals, regardless of their immigration status, through the provision of training, outreach, technical assistance and micro-grants to entrepreneurs launch or sustain a small business aimed at addressing a social problem or meeting a community need. To foster business innovation and equity, inclusion, and social responsibility, SEED will also include a demonstration project to support the creation and sustainability of worker-owned businesses and cooperatives

PAID FAMILY LEAVE (PFL)



6-8 weeks

OF PAID FAMILY LEAVE

The PFL program allows California workers to take paid leave to bond with a new child or to care for a seriously ill family member. Beginning July 1, 2020, this leave has been expanded from six to eight weeks. The current proposed budget also expands the 12 week non-paid protected leave to all businesses, regardless of business size. Businesses that are impacted by the PFL program will have increased costs such as: training and upskilling existing staff to cover the duties of the employee on PFL, hiring and training additional staff to cover the duties of the employee on PFL, and the marketing, recruitment, and training costs to cover these activities. The Paid Family Leave Small Business Grant, as indicated by the Governor's Office, will take the form of grants to three (3) entities who will then distribute and administer the grant funding to small California businesses with less than 10 employees who have at least one employee utilizing the PFL Program. Each business may receive up to \$500 per employee utilizing PFL to help cover any of the costs of training other employees to take over the duties of those out on PFL.

EXPANSION FUNDS &
CALIFORNIA COMMUNITY
COLLEGE FUNDS (CCCCF)

**EXPANSION
FUNDS**

RECEIVED
\$50M
IN FUNDING

TO EXPAND
PROGRAMS IN
**HIGH
DEMAND**
SECTORS

**CALIFORNIA COMMUNITY
COLLEGE FUNDS (CCCCF)**

RECEIVED
\$15M
IN FUNDING

TO ALIGN AND OPERATE
WITH
**COMMUNITY
COLLEGE
SYSTEMS**

FUTURE PLANNING

LAUNCHING INTO THE
FUTURE OF WORK

**14
WORKGROUPS**

CREATED TO IDENTIFY
& SOLVE ISSUES

**POLICY
COMMITTEE**

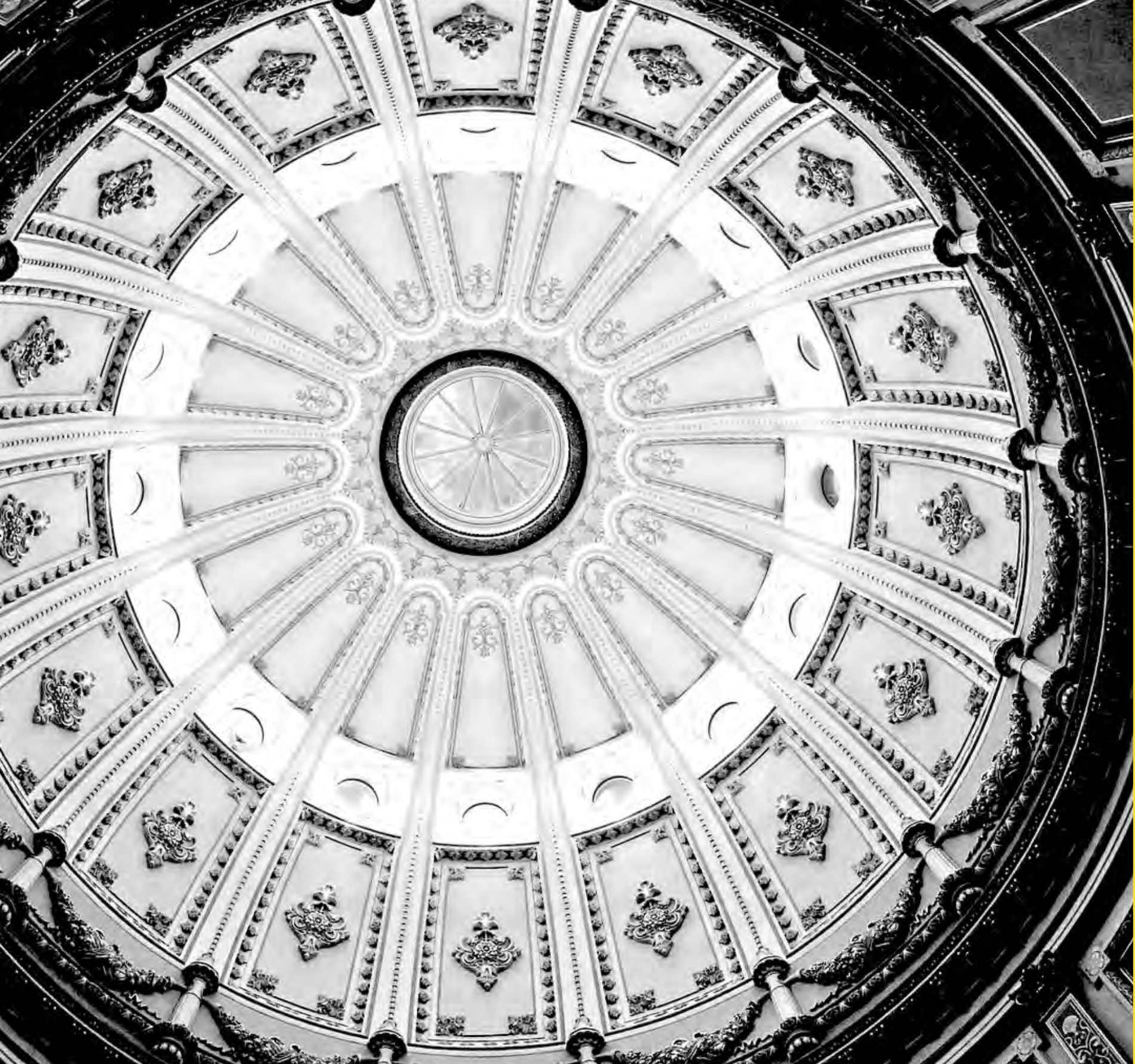
PUBLIC PARTICIPATION IN POLICY
RECOMMENDATIONS

**APPLICATIONS
WORKGROUP**

STREAMLINING CAL-E-FORCE
APPLICATIONS PROCESS

**GROUP START-UP
MEETINGS (GSUM)**

REVOLUTIONIZING COMMUNICATION
& COLLABORATION WITH STAKEHOLDERS



Thank you
for your time

Questions?





M e m o r a n d u m

Employment Training Panel

To: Panel Members

Date: March 25, 2022

From: Lis Testa, Policy Manager

File:

Subject: High Road Employer Definition

I. Brief Issue Statement:

ETP's new alternatively funded programs (funded through the General Fund (SB 129), the CA Community College (CCCF) and Expansion Funds, have a requirement for a Legislative Report to be filed by 11/30/2022. As part of this report, ETP must include information on the participation of "high road employers" in these programs.

To meet the Legislative requirement, ETP needs to identify what defines a "high road employer", so ETP can then further report on the participation of high road employers in the two SB 129 funded ETP programs. Defining high road employers will also assist ETP with collecting additional information from program participants and with answering critical question in order to meet the Legislative reporting requirements, such as what data elements we'll need to collect and how. Our goal is to create a definition that meets ETP's needs, and is flexible enough to evolve as the industry accepted use of high road principles matures.

II. Background Information:

This topic was discussed at the January and March, 2022 Policy Committee meetings. Committee took many elements into consideration as they formulated a proposed definition for High Road Employers, including: the high quality of the training projects ETP already funds; the current examples of 'high road' elements in existing legislation; the common usages of 'high road' in the larger workforce system; and different ways of potentially calculating a 'high road' wage level. They also reviewed two potential definition formats, heard from stakeholders, and discussed the additional, supplementary questions that will need to be asked in order to collect enough narrative data for our required legislative report.

After brief deliberation, the Committee came to a consensus on the following as the official High Road Employer definition, and voted to move this definition to Panel for full approval:

For the purposes of reporting to the Legislature on the Expansion Fund and CA Community College Fund projects, a high road employer:

1) Has either:

- a. Wages at or above the SET wage (currently \$39.21/hour); and/or,
- b. Has a CBA; and/or,
- c. Is a participant in an H RTP

AND

2) Has a turnover rate less than 10%

AND

3) Will provide responses to a set of questions dealing with the other high road characteristics (ie: diversity/inclusion, environmental sustainability, etc).

The additional narrative questions staff is proposing are:

- 1) Please describe the benefit packages you offer to your employees, including the contents of the packages and any waiting period employees must complete before being eligible for benefits.
- 2) Please describe what kinds of flexibility you offer to your employees (for example: different shifts, ability to telework part or full time, flexible scheduling, etc.).
- 3) Please describe your company's investments into employee growth and development.
- 4) Please describe how your company prioritizes diversity and inclusion.
- 5) Please describe how you engage your employees in your company's governance.
- 6) Please describe how your company engages with the community.
- 7) Please describe how your company promotes health and safety.
- 8) Please describe how your company contributes to environmental sustainability.

These additional narrative questions will be optional for contractors.

The actual format of the questions in Cal-E-Force (CEF) may look different, (ie: Please describe your company's high road efforts, including information on

benefit packages, flexibility, employee development, diversity and inclusion, employee participation in company governance, company engagement with the community, promotion of health and safety in the workplace, and environmental sustainability efforts at your company), but the content will remain the same. The display method will be up to the CEF development team.

III. Recommendation:

Staff is requesting a motion and approval of the proposed definition and accompanying narrative questions listed above. This will allow 2 months for the CEF team to add any additional data collection points to the system, another 3 months to collect the necessary information from participating contractors, and a final 3 months for staff to write the required Legislative Report.



ETP GRANT PANEL PROPOSAL

Panel Meeting of March 25, 2022

PROJECT PROFILE:

Program Name	Paid Family Leave Small Business 2 (PFL SB 2) Grant
Grant Term	Two Years
Total Available Funding	\$1,000,000
Grant Description	The PFL program allows California workers to take paid leave to bond with a new child (through birth, adoption, or foster care) or to care for a seriously ill family member for up to 12 weeks. The grant's funds will be available for entities like Chambers of Commerce, Community Colleges, and Professional/Trade Organizations who are well positioned to outreach and who demonstrate a strong pre-existing relationship with to California's SBs who are being impacted by at least one employee utilizing the PFL program. Standard ETP eligibility criteria will apply for these Multiple Employer Contractors (MEC).

GRANT APPLICANT INFORMATION	
Lead Agency Applicant Name	Greater San Fernando Valley Chamber of Commerce
Project Name	Small Business Employee Training Program
Requested Grant Amount	\$500,000.00
Type of Organization	Professional Association (Chambers of Commerce)
County	Los Angeles
ETP Summary	Founded in 1911 and based in the San Fernando Valley, the Greater San Fernando Valley Chamber of Commerce has developed collaborations throughout the state while building partnerships and providing services that extend throughout Southern California. Through its ongoing job-training programs, it

	<p>can successfully serve businesses throughout Southern California spanning from Santa Barbara and Kern counties to San Diego.</p> <p>This service region is overwhelmingly home to thousands of entrepreneurs and small businesses. Its PFL SB Grant's program will support entrepreneurs, businesses owned and operated by women, veterans, black and indigenous people of color (BIPOC), and companies that serve and employ individuals whose primary language is not English. Target industries include a broad spectrum of employers including manufacturing, transportation, healthcare, aviation, automotive, service, and retails.</p> <p>Through its resources, it will promote the program and solicit participation via its e-newsletters, social media, existing events, town hall meetings (virtually and in-person), and by creating a dynamic and user-friendly website (with redirects from its website as well) to access the micro-grant application, to solicit and process applicants, to inform the business community about the micro-grants, and to answer any questions.</p>
<p>Prior/Active Grant Information</p>	<p>N/A</p>



ETP GRANT PANEL PROPOSAL

Panel Meeting of March 25, 2022

PROJECT PROFILE:

Program Name	Paid Family Leave Small Business 2 (PFL SB 2) Grant
Grant Term	Two Years
Total Available Funding	\$1,000,000
Grant Description	The PFL program allows California workers to take paid leave to bond with a new child (through birth, adoption, or foster care) or to care for a seriously ill family member for up to 12 weeks. The grant's funds will be available for entities like Chambers of Commerce, Community Colleges, and Professional/Trade Organizations who are well positioned to outreach and who demonstrate a strong pre-existing relationship with to California's SBs who are being impacted by at least one employee utilizing the PFL program. Standard ETP eligibility criteria will apply for these Multiple Employer Contractors (MEC).

GRANT APPLICANT INFORMATION	
Lead Agency Applicant Name	Tulare Kings Hispanic Chamber of Commerce
Project Name	TKHCC PFL2
Requested Grant Amount	\$500,000.00
Type of Organization	Professional Association (Chambers of Commerce)
County	Tulare
ETP Summary	Established in 1993, the Tulare Kings County Hispanic Chamber of Commerce (TKHCC) is the largest Hispanic business organization in Tulare and Kings counties. Currently its membership is approximately 250 members, 20 ambassadors, and over 5,000 business served (lifetime). Key partners include

	<p>small businesses involved with the TKHCC network, as well as the Small Business Development Centers (SBDC) throughout Central California. Its and SBDC's networks are well connected with organizations in economic development, workforce-investment centers, the Small Business Majority's network, colleges and universities, veteran's associations, and small businesses owned by women and minorities to name a few.</p> <p>TKHCC plans to train its staff who will serve as the liaison for the grant administration with primary responsibility of managing grant funds and issuing payments to qualifying businesses. A website portal has been established for central registration, information, and to direct participants to register and apply for the micro-grants.</p> <p>Additionally, TKHCC will lead its marketing campaign by providing a consultant to develop a PFL SB Grant presentation and offer a virtual training for all businesses within its service area. Upon grant implementation, a detailed notice will be sent via a mass social media campaign and email notifications. This outreach to small businesses will provide details to the PFL SB Grant and include a link to the registration portal.</p>
<p>Prior/Active Grant Information</p>	<p>N/A</p>



ETP GRANT PANEL PROPOSAL

Panel Meeting of: March 25, 2022

PROJECT PROFILE:

Program Name	Social Entrepreneurs for Economic Development 2 (SEED 2) Grant
Grant Term	Two Years
Total Available Funding	\$17,000,000
Grant Description	<p>The Social Entrepreneurs for Economic Development (SEED) Initiative will provide micro-grants, entrepreneurial training, and technical assistance to SEED target populations to support them in starting or maintaining a small business in California aimed at addressing a social problem or meeting a community need. The goal of the SEED Initiative is to increase California’s economic diversity and help spur business innovation.</p> <p>SEED target populations are individuals who face significant barriers to employment, specifically:</p> <ul style="list-style-type: none"> • Individuals with limited English proficiency, regardless of immigration or citizenship status; • Individuals who are neither U.S. citizens nor lawful permanent residents. This includes individuals who may not be lawfully present in the United States, and individuals who have been granted Deferred Action for Childhood Arrivals (DACA) or Temporary Protected Status (TPS). <p>In addition, SEED is open to all individuals in the target populations, including other immigrants, refugees and asylees, and United States citizens.</p>

GRANT APPLICANT INFORMATION	
Lead Agency Applicant Name	California Center for Cooperative Development
Project Name	Generating Worker Cooperative Opportunities and Empowerment
Requested Grant Amount	\$500,000.00
Recommended Grant Amount	\$500,000.00
Counties Served	San Benito, Tulare, Butte, Yolo
Partner Organizations	N/A
ETP Summary	<p>California Center for Cooperative Development (CCCD) will address the community need of creating high quality work opportunities for immigrants with limited English proficiency (LEP). CCCD will focus on building the capacity of five worker cooperatives in the low wage industries of farming, cleaning services, and homecare. CCCD's goal is to support cooperative education, growth, and sustainability, while also promoting worker voice and economic equity.</p> <p>To meet their goals, CCCD is creating professionally produced videos in Spanish and English that can be used by all coops to support capacity building, education, worker empowerment, and growth. Each topic is reinforced through participation in the coop and ensures that new members receive consistent coop orientation. Each video is approximately 20-40 minutes in length, culturally sensitive, and is an enduring training tool. CCCD will create scripts and supporting materials and contract videographers to produce high quality co-op orientation modules to onboard.</p>
Prior/Active Grant Information	N/A



ETP GRANT PANEL PROPOSAL

Panel Meeting of: March 25, 2022

PROJECT PROFILE:

Program Name	Social Entrepreneurs for Economic Development 2 (SEED 2) Grant
Grant Term	Two Years
Total Available Funding	\$17,000,000
Grant Description	<p>The Social Entrepreneurs for Economic Development (SEED) Initiative will provide micro-grants, entrepreneurial training, and technical assistance to SEED target populations to support them in starting or maintaining a small business in California aimed at addressing a social problem or meeting a community need. The goal of the SEED Initiative is to increase California’s economic diversity and help spur business innovation.</p> <p>SEED target populations are individuals who face significant barriers to employment, specifically:</p> <ul style="list-style-type: none"> • Individuals with limited English proficiency, regardless of immigration or citizenship status; • Individuals who are neither U.S. citizens nor lawful permanent residents. This includes individuals who may not be lawfully present in the United States, and individuals who have been granted Deferred Action for Childhood Arrivals (DACA) or Temporary Protected Status (TPS). <p>In addition, SEED is open to all individuals in the target populations, including other immigrants, refugees and asylees, and United States citizens.</p>

GRANT APPLICANT INFORMATION	
Lead Agency Applicant Name	Mission Economic Development Agency
Project Name	Paths to Economic Security & Equity: Latino Cooperatives
Requested Grant Amount	\$1,400,000.00
Recommended Grant Amount	\$1,400,000.00
Counties Served	San Francisco, Los Angeles, Imperial, Central Valley
Partner Organizations	Project Equity, a project of Multiplier
ETP Summary	<p>Mission Economic Development Agency (MEDA) and Project Equity (PE) will address the community need of creating high quality work opportunities for shared entrepreneurship for Latino immigrants with limited English proficiency (LEP), including those who do not own right-to-work documentation. MEDA and PE will focus on the low wage industries of early childhood education-childcare, entry level information technology, janitorial-cleaning, manufacturing, construction and the hospitality sector. MEDA and PE will start member-owned cooperatives as viable models for low-income, LEP Latino noncitizen immigrants to attain economic equity.</p> <p>MEDA and PE's two primary worker training goals are to increase the coop business acumen of the SEED target population and to launch four member-owner LLCs. The main topics of training will include:</p> <ul style="list-style-type: none"> -Business Topics: Financial & Operational Health, Administration -Coop-Shared Ownership Topics: Engaged Membership, Shared Ownership Identity, Cooperative Governance and Culture, Collective Accountability and Responsibilities.
Prior/Active Grant Information	N/A



ETP GRANT PANEL PROPOSAL

Panel Meeting of: March 25, 2022

PROJECT PROFILE:

Program Name	Social Entrepreneurs for Economic Development 2 (SEED 2) Grant
Grant Term	Two Years
Total Available Funding	\$17,000,000
Grant Description	<p>The Social Entrepreneurs for Economic Development (SEED) Initiative will provide micro-grants, entrepreneurial training, and technical assistance to SEED target populations to support them in starting or maintaining a small business in California aimed at addressing a social problem or meeting a community need. The goal of the SEED Initiative is to increase California’s economic diversity and help spur business innovation.</p> <p>SEED target populations are individuals who face significant barriers to employment, specifically:</p> <ul style="list-style-type: none"> • Individuals with limited English proficiency, regardless of immigration or citizenship status; • Individuals who are neither U.S. citizens nor lawful permanent residents. This includes individuals who may not be lawfully present in the United States, and individuals who have been granted Deferred Action for Childhood Arrivals (DACA) or Temporary Protected Status (TPS). <p>In addition, SEED is open to all individuals in the target populations, including other immigrants, refugees and asylees, and United States citizens.</p>

GRANT APPLICANT INFORMATION

Lead Agency Applicant Name	Bay Area Community Resources
Project Name	SEED Project
Requested Grant Amount	\$533,250.00
Recommended Grant Amount	\$533,250.00
Counties Served	Contra Costa, Alameda, San Francisco
Partner Organizations	Contra Costa Family Justice Center
ETP Summary	<p>Bay Area Community Resources (BACR) and partner organization, Contra Costa Family Justice Center (FJC), will provide micro-grants, entrepreneurial training, and technical assistance to SEED target populations to support them in starting or maintaining a small business in California. BACR and FJC will focus on general entrepreneurship training for undocumented Latinx immigrants’ ages 18-30 who have been impacted by the justice system.</p> <p>Entrepreneurial training will be provided by BACR and covers the following topics:</p> <ul style="list-style-type: none"> - Orientation: Program goals & expectations; getting to know the group. - Undocuhustle: Entrepreneurial mindset, busting myths about undocumented people’s legal access to starting a business. - Ideas Generation: Methods to generate business ideas, incorporating socially responsible practices. - Market Research & Competition: Importance & methods of market research. - Target Market: Identifying your customer, creating value, and marketing. - Financials: Business economics & finances. - Pitching: Develop your pitch. - Legitimizing Your Business: Business structures, ITIN, asset protection. <p>Training is interactive, draws on participants’ life experiences, is hands-on, and goal focused. To accommodate all learning styles, BACR includes a variety of activities including games, group discussion, short videos, and written materials. Training and</p>

	<p>homework assignments lead to participants' development of a business plan, PowerPoint presentation, and business pitch – all of which are used in the trainees' micro-grant application. Training materials are available in Spanish and English. In addition, training is led by trained bilingual/bicultural young adults who completed the SEED training themselves.</p> <p>After each cohort, participants and staff evaluate training; and BACR adjusts content/approach to respond to participants' needs. This cohort model creates a supportive training environment. BACR also provides make-up sessions and individualized learning for participants who are unable to make sessions due work, education, etc.</p>
<p>Prior/Active Grant Information</p>	<p>BACR has an active SEED1 grant for \$200,000 which is in good standing. To date they have invoiced for \$82,500 and expect to exhaust funding by the end of the contract term.</p>



ETP GRANT PANEL PROPOSAL

Panel Meeting of: March 25, 2022

PROJECT PROFILE:

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Grant Description	<p>The Social Entrepreneurs for Economic Development (SEED) Initiative will provide micro-grants, entrepreneurial training, and technical assistance to SEED target populations to support them in starting or maintaining a small business in California aimed at addressing a social problem or meeting a community need. The goal of the SEED Initiative is to increase California’s economic diversity and help spur business innovation.</p> <p>SEED target populations are individuals who face significant barriers to employment, specifically:</p> <ul style="list-style-type: none"> • Individuals with limited English proficiency, regardless of immigration or citizenship status; • Individuals who are neither U.S. citizens nor lawful permanent residents. This includes individuals who may not be lawfully present in the United States, and individuals who have been granted Deferred Action for Childhood Arrivals (DACA) or Temporary Protected Status (TPS). <p>In addition, SEED is open to all individuals in the target populations, including other immigrants, refugees and asylees, and United States citizens.</p>

GRANT APPLICANT INFORMATION	
Lead Agency Applicant Name	Caravanserai Project
Project Name	Business Readiness Program for Limited English Proficiency Entrepreneurs
Requested Grant Amount	\$2,399,000.00
Recommended Grant Amount	\$2,000,000.00
Counties Served	San Bernardino, Riverside
Partner Organizations	Asociación de Emprendedor@s Uplift San Bernardino at the Making Hope Happen Foundation Get in Motion Entrepreneurs
ETP Summary	<p>Caravanserai Project (Caravanserai) and their participating partner organizations will provide micro-grants, entrepreneurial training, and technical assistance to SEED target populations to support them in starting or maintaining a small business in California. Caravanserai aims to serve up to 240 start-up and early-stage Latinx entrepreneurs in the Inland Empire.</p> <p>Caravanserai uses participatory and interactive methods and techniques to train participants in their entrepreneurship program. The trainers reflect the various levels of formal education, literacy, learning styles, and experience of the participants. In addition, Caravanserai facilitates continuous discussion among the participants.</p> <p>The participating organization, Asociación de Emprendedor@s, will lead the training with six 8-week cohorts. Training module topics include: Basics of Entrepreneurship, Business Structures, Marketing, Sales and How to Close Sales, Creating a Business Plan, Importance of Professional and Personal Image, Resilience, and Banking. Each module also includes different chapters that incorporate 1-4 writing exercises, group discussions, and direct and indirect interactions.</p>
Prior/Active Grant Information	N/A



ETP GRANT PANEL PROPOSAL

Panel Meeting of: March 25, 2022

PROJECT PROFILE:

Program Name	Social Entrepreneurs for Economic Development 2 (SEED 2) Grant
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Grant Description	<p>The Social Entrepreneurs for Economic Development (SEED) Initiative will provide micro-grants, entrepreneurial training, and technical assistance to SEED target populations to support them in starting or maintaining a small business in California aimed at addressing a social problem or meeting a community need. The goal of the SEED Initiative is to increase California’s economic diversity and help spur business innovation.</p> <p>SEED target populations are individuals who face significant barriers to employment, specifically:</p> <ul style="list-style-type: none"> • Individuals with limited English proficiency, regardless of immigration or citizenship status; • Individuals who are neither U.S. citizens nor lawful permanent residents. This includes individuals who may not be lawfully present in the United States, and individuals who have been granted Deferred Action for Childhood Arrivals (DACA) or Temporary Protected Status (TPS). <p>In addition, SEED is open to all individuals in the target populations, including other immigrants, refugees and asylees, and United States citizens.</p>

GRANT APPLICANT INFORMATION	
Lead Agency Applicant Name	City Heights Community Development Corporation
Project Name	San Diego Food Justice Project
Requested Grant Amount	\$1,000,000.00
Recommended Grant Amount	\$1,000,000.00
Counties Served	San Diego
Partner Organizations	REC Innovation Lab (REC) San Diego Miramar College Business for Good San Diego Jacobs Center for Neighborhood Innovation (JCNI) Cook Alliance (fiscally sponsored by Social Good Fund)
ETP Summary	<p>City Heights Community Development Corporation (City Heights) and their participating partner organizations will provide micro-grants, entrepreneurial training, and technical assistance to SEED target populations to support them in starting or maintaining a small business in California. City Heights will focus on the food industry and specialize in micro-enterprise home kitchen operations (MEKHOs), sidewalk vendors, pop-ups and caterers, and immigrant-owned restaurants.</p> <p>City Heights in collaboration with their partner organizations will develop a new training curriculum called G.E.T. Cooking which is focused on how to formalize home-based or sidewalk vending food operations. Since a recent county-wide (San Diego) MEHKOs ordinance adoption in January 2022, no other such curriculum yet exists. Training will prepare participants to apply for MEHKO or future sidewalk vending permits and educate them on the basics of starting a business. Due to the wide diversity of experience level within the micro-enterprise space, City Heights will offer both a cohort-style, in-person workshop series in Spanish, Vietnamese, Khmer and Tagalog (with simultaneous translation into other languages as necessary) and a self-paced, customizable online video series.</p>
Prior/Active Grant Information	N/A



ETP GRANT PANEL PROPOSAL

Panel Meeting of: March 25, 2022

PROJECT PROFILE:

Program Name	Social Entrepreneurs for Economic Development 2 (SEED 2) Grant
Grant Term	Two Years
Total Available Funding	\$17,000,000
Grant Description	<p>The Social Entrepreneurs for Economic Development (SEED) Initiative will provide micro-grants, entrepreneurial training, and technical assistance to SEED target populations to support them in starting or maintaining a small business in California aimed at addressing a social problem or meeting a community need. The goal of the SEED Initiative is to increase California’s economic diversity and help spur business innovation.</p> <p>SEED target populations are individuals who face significant barriers to employment, specifically:</p> <ul style="list-style-type: none"> • Individuals with limited English proficiency, regardless of immigration or citizenship status; • Individuals who are neither U.S. citizens nor lawful permanent residents. This includes individuals who may not be lawfully present in the United States, and individuals who have been granted Deferred Action for Childhood Arrivals (DACA) or Temporary Protected Status (TPS). <p>In addition, SEED is open to all individuals in the target populations, including other immigrants, refugees and asylees, and United States citizens.</p>

GRANT APPLICANT INFORMATION	
Lead Agency Applicant Name	El Pajaro Community Development Corp.
Project Name	Child Care Entrepreneurship Initiative
Requested Grant Amount	\$999,159.00
Recommended Grant Amount	\$999,159.00
Counties Served	Monterey, Santa Cruz, San Benito
Partner Organizations	Action Council of Monterey County: Mujeres en Accion
ETP Summary	<p>El Pajaro Community Development Corp. (El Pajaro) and partner organization, Action Council of Monterey County: Mujeres en Accion (Action Council), will provide micro-grants, entrepreneurial training, and technical assistance to SEED target populations to support them in starting or maintaining a small business in California. El Pajaro and Action Council will focus on the child care industry and serve Latino, women-owned businesses as well as indigenous and other linguistically challenged immigrants.</p> <p>El Pajaro's goal is to provide linguistically and culturally suitable business training and coaching for approximately 215 participants. Training materials and workshops will be translated into Spanish using culturally relevant content. In addition, since the Mixtec native language of indigenous immigrants from Mexico is non-written, recorded video presentations and coaching in the Mixtec language is also provided.</p> <p>Business training and coaching will provide the participants with the knowledge needed to start or maintain a family child care services business.</p>
Prior/Active Grant Information	N/A



ETP GRANT PANEL PROPOSAL

Panel Meeting of: March 25, 2022

PROJECT PROFILE:

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GRANT APPLICANT INFORMATION

Lead Agency Applicant Name	ICON CDC
Project Name	San Fernando Valley Sidewalk Vending Social Entrepreneur Project
Requested Grant Amount	\$500,000.00
Recommended Grant Amount	\$500,000.00
Counties Served	San Fernando Valley
Partner Organizations	California Community Economic Development Association
ETP Summary	<p>ICON CDC (ICON) and partner organization, California Community Economic Development Association (CCEDA), will provide micro-grants, entrepreneurial training, and technical assistance to SEED target populations to support them in starting or maintaining a small business in California. ICON and CCEDA will provide services promoting entrepreneurial success and economic self-sufficiency/mobility for two Hispanic and Latinx populations that face major employment challenges: individuals with limited English proficiency, and/or those who are neither U.S. citizens nor lawful permanent residents. ICON will assist aspiring and current male and female sidewalk vendors living in San Fernando Valley's underserved and majority Latinx service area, in starting or expanding operations primarily to sell food or merchandise.</p> <p>ICON will provide entrepreneurial training to serve business owners and entrepreneurs in the target populations seeking to start or grow sidewalk vending operations. ICON's uniform entrepreneurial training will assist participants in starting or building small businesses through one-on-one consultations and workshops/webinars (conducted in Spanish) that address the following:</p> <ul style="list-style-type: none"> - Essential knowledge needed to fill information gaps about business ownership; - Strategies for overcoming entrepreneurial challenges that face SEED target populations; - Information on running a business in both profitable and socially responsible ways.

	<p>Each participant will also engage in one or more one-on-one consultations focused on the specific business needs of the individual client. Participants will be expected to complete at least four workshops/webinars that will cover:</p> <ul style="list-style-type: none"> - The basics of starting a business; - Bookkeeping and fiscal management; - Sidewalk vending permits; - Branding and marketing a business, <p>In addition, ICON staff will support entrepreneurial trainees in obtaining permits and licenses required to open a safe and legal business or provide new services and maintain operations.</p>
Prior/Active Grant Information	N/A



ETP GRANT PANEL PROPOSAL

Panel Meeting of: March 25, 2022

PROJECT PROFILE:

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Grant Description	<p>The Social Entrepreneurs for Economic Development (SEED) Initiative will provide micro-grants, entrepreneurial training, and technical assistance to SEED target populations to support them in starting or maintaining a small business in California aimed at addressing a social problem or meeting a community need. The goal of the SEED Initiative is to increase California’s economic diversity and help spur business innovation.</p> <p>SEED target populations are individuals who face significant barriers to employment, specifically:</p> <ul style="list-style-type: none"> • Individuals with limited English proficiency, regardless of immigration or citizenship status; • Individuals who are neither U.S. citizens nor lawful permanent residents. This includes individuals who may not be lawfully present in the United States, and individuals who have been granted Deferred Action for Childhood Arrivals (DACA) or Temporary Protected Status (TPS). <p>In addition, SEED is open to all individuals in the target populations, including other immigrants, refugees and asylees, and United States citizens.</p>

GRANT APPLICANT INFORMATION	
Lead Agency Applicant Name	Immigrants Rising
Project Name	SEED Entrepreneurship Program
Requested Grant Amount	\$15,000,000.00
Recommended Grant Amount	\$2,000,000.00
Counties Served	Statewide
Partner Organizations	<p>Central Valley Immigration Collaborative Pilipino Workers Center (PWC) of Southern California Ahri Center, fiscally sponsored by Tides Center The UndocuBlack Network, fiscally sponsored by the Praxis Project La Cocina Centro Community Partners Mission Economic Development Agency (MEDA)</p>
ETP Summary	<p>Immigrants Rising and their participating partner organizations will provide micro-grants, entrepreneurial training, and technical assistance to SEED target populations to support them in starting or maintaining a small business in California. Immigrants Rising and their partner organizations will outreach and provide entrepreneurship training to California immigrants, regardless of status. They will also intentionally target these specific audiences: individuals experiencing barriers to employment as a result of immigration status (undocumented, DACA, TPS, etc.), individuals with limited English proficiency; young people and adults (18 years to 65+); English, Spanish, Tagalog and Korean speakers; LGBTQ+; Asian Americans, Black or African Americans, Latinx, Middle Eastern or North Africans, and Native Hawaiian or Pacific Islanders. Participants in any industry throughout California will be served.</p> <p>Training is offered online and is linguistically and culturally accessible to the target populations. Users of the online learning modules will gain knowledge on topics such as business structures; paying taxes; SSN, ITIN, EIN; accessing financial capital; steps to start a business; marketing themselves and their business; and budgeting. Trainees also develop skills in writing a business plan, creating a budget, and applying for funding.</p>

Prior/Active Grant Information	Immigrants Rising has an active SEED1 grant for \$5,410,559 which is in good standing. To date they have invoiced for \$2,827,639.75 and expect to exhaust funding by the end of the contract term.
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ETP GRANT PANEL PROPOSAL

Panel Meeting of: March 25, 2022

PROJECT PROFILE:

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Grant Description	<p>The Social Entrepreneurs for Economic Development (SEED) Initiative will provide micro-grants, entrepreneurial training, and technical assistance to SEED target populations to support them in starting or maintaining a small business in California aimed at addressing a social problem or meeting a community need. The goal of the SEED Initiative is to increase California’s economic diversity and help spur business innovation.</p> <p>SEED target populations are individuals who face significant barriers to employment, specifically:</p> <ul style="list-style-type: none"> • Individuals with limited English proficiency, regardless of immigration or citizenship status; • Individuals who are neither U.S. citizens nor lawful permanent residents. This includes individuals who may not be lawfully present in the United States, and individuals who have been granted Deferred Action for Childhood Arrivals (DACA) or Temporary Protected Status (TPS). <p>In addition, SEED is open to all individuals in the target populations, including other immigrants, refugees and asylees, and United States citizens.</p>

GRANT APPLICANT INFORMATION	
Lead Agency Applicant Name	Libreria Del Pueblo
Project Name	SEED Program for Latino/a Immigrants and Refugees
Requested Grant Amount	\$1,200,000.00
Recommended Grant Amount	\$1,200,000.00
Counties Served	San Bernardino
Partner Organizations	N/A
ETP Summary	<p>Libreria Del Pueblo (LDP) will provide micro-grants, entrepreneurial training, and technical assistance to SEED target populations to support them in starting or maintaining a small business in California. LDP will focus on individuals who face significant barriers to employment including individuals with limited English proficiency and those with limited immigration status or citizenship status. This includes individuals who have been granted Deferred Action for Childhood Arrivals or Temporary Protected Status.</p> <p>LDP's goal is to have approximately 500 participants enrolled in linguistically and culturally appropriate entrepreneurial training. The training will address barriers and challenges to business ownership as well as provide lessons on how to start, build, or maintain a small business in California. In addition, training will incorporate information on socially responsible approaches and legal requirements that follow fair practices.</p> <p>The training curriculum consists of a combination of in-person and online lessons to increase accessibility to the target populations. Lessons include the fundamentals of entrepreneurship, business plans (define and complete), business development (includes federal, state and local requirements that could impact their business), business registering and licensing, marketing (including market research), and advertising.</p>
Prior/Active Grant Information	N/A



ETP GRANT PANEL PROPOSAL

Panel Meeting of: March 25, 2022

PROJECT PROFILE:

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Total Available Funding	\$17,000,000
Grant Description	<p>The Social Entrepreneurs for Economic Development (SEED) Initiative will provide micro-grants, entrepreneurial training, and technical assistance to SEED target populations to support them in starting or maintaining a small business in California aimed at addressing a social problem or meeting a community need. The goal of the SEED Initiative is to increase California’s economic diversity and help spur business innovation.</p> <p>SEED target populations are individuals who face significant barriers to employment, specifically:</p> <ul style="list-style-type: none"> • Individuals with limited English proficiency, regardless of immigration or citizenship status; • Individuals who are neither U.S. citizens nor lawful permanent residents. This includes individuals who may not be lawfully present in the United States, and individuals who have been granted Deferred Action for Childhood Arrivals (DACA) or Temporary Protected Status (TPS). <p>In addition, SEED is open to all individuals in the target populations, including other immigrants, refugees and asylees, and United States citizens.</p>

GRANT APPLICANT INFORMATION	
Lead Agency Applicant Name	Local Initiatives Support Corporation (LISC) San Diego
Project Name	San Diego Refugee Communities Coalition SEED Entrepreneurship Program
Requested Grant Amount	\$2,400,000.00
Recommended Grant Amount	\$2,000,000.00
Counties Served	San Diego
Partner Organizations	Haitian Bridge Alliance Refugee Assistance Center License to Freedom South Sudanese Community Center Somali Bantu Community Center of San Diego Karen Organization San Diego UC San Diego, Center for Community Health United Women of East Africa Support Team Horn of Africa Business for Good San Diego
ETP Summary	<p>Local Initiatives Support Corporation (LISC) San Diego and their participating partner organizations will provide micro-grants, entrepreneurial training, and technical assistance to SEED target populations to support them in starting or maintaining a small business in California. LISC will serve residents of San Diego County who entered the U.S. as a refugee, asylee, or immigrant from Afghanistan, Burma, DR. Congo, Ethiopia, Eritrea, Haiti, Iraq, Somalia, Sudan/South Sudan, and Syria.</p> <p>LISC's goal is to provide approximately 400 participants with linguistically and culturally tailored entrepreneurial training over a two-year period. Outreach and training will be conducted in 8 to 12 languages based on cohort needs including Arabic, Amharic, Burmese, Dari, Dinka, English, Haitian Creole, Farsi, Karen, Kareni, Masalit, Pashto, Somali, Swahili, and/or Tigrinya.</p> <p>The training curriculum will cover the following topics:</p> <ul style="list-style-type: none"> - Assessing Your Business Idea: Goals, Value Proposition and Customers - Figuring Out Your Costs, Pricing, and Product Sourcing - Access to Financing: Loans, Grants, Savings - Accounting: Developing/ Managing a Budget - Market Research: Who is your competition, what sets you apart - Steps to Start a Business: Licenses and Permits

	<ul style="list-style-type: none">- Putting it all Together: How to Write a Business Plan- Community Resources for Small Businesses
Prior/Active Grant Information	LISC has an active SEED1 grant for \$1,000,000 which is in good standing. To date they have invoiced for \$250,000 and expect to exhaust funding by the end of the contract term.



ETP GRANT PANEL PROPOSAL

Panel Meeting of: March 25, 2022

PROJECT PROFILE:

Program Name	Social Entrepreneurs for Economic Development 2 (SEED 2) Grant
Grant Term	Two Years
Total Available Funding	\$17,000,000
Grant Description	<p>The Social Entrepreneurs for Economic Development (SEED) Initiative will provide micro-grants, entrepreneurial training, and technical assistance to SEED target populations to support them in starting or maintaining a small business in California aimed at addressing a social problem or meeting a community need. The goal of the SEED Initiative is to increase California’s economic diversity and help spur business innovation.</p> <p>SEED target populations are individuals who face significant barriers to employment, specifically:</p> <ul style="list-style-type: none"> • Individuals with limited English proficiency, regardless of immigration or citizenship status; • Individuals who are neither U.S. citizens nor lawful permanent residents. This includes individuals who may not be lawfully present in the United States, and individuals who have been granted Deferred Action for Childhood Arrivals (DACA) or Temporary Protected Status (TPS). <p>In addition, SEED is open to all individuals in the target populations, including other immigrants, refugees and asylees, and United States citizens.</p>

GRANT APPLICANT INFORMATION	
Lead Agency Applicant Name	Pars Equality Center, Los Angeles
Project Name	Refugee Entrepreneurs in California
Requested Grant Amount	\$366,667.00
Recommended Grant Amount	\$366,667.00
Counties Served	Alameda, Los Angeles, Santa Clara
Partner Organizations	Asian Pacific Islander Small Business Collaborative
ETP Summary	<p>Pars Equality Center, Los Angeles (PARs) and partner organization, Asian Pacific Islander Small Business Collaborative (API), will provide micro-grants, entrepreneurial training, and technical assistance to SEED target populations to support them in starting or maintaining a small business in California. PARs' focus is to serve aspiring entrepreneurs and micro/small business owners among the Iranian and Afghan refugee and immigrant population.</p> <p>PARs will work in collaboration with API to provide an Entrepreneur Training Program and business assistance services in several industries including food, retail, professional services, import/export trading, health services, construction, and arts/entertainment. All services including outreach and training will be offered in English, Farsi, and Dari.</p> <p>The Entrepreneur Training Program will teach entrepreneurs how to start a business by covering business planning and basic operations. PARs and API will provide training on a broad outline of issues that new businesses must consider including corporate legal forms of business, business permits and licenses, bookkeeping and basic accounting, insurance, marketing, and access to capital. The program also has entrepreneurs consider the totality of their endeavor in the creation of an individualized business plan.</p>
Prior/Active Grant Information	N/A



ETP GRANT PANEL PROPOSAL

Panel Meeting of: March 25, 2022

PROJECT PROFILE:

Program Name	Social Entrepreneurs for Economic Development 2 (SEED 2) Grant
Grant Term	Two Years
Total Available Funding	\$17,000,000
Grant Description	<p>The Social Entrepreneurs for Economic Development (SEED) Initiative will provide micro-grants, entrepreneurial training, and technical assistance to SEED target populations to support them in starting or maintaining a small business in California aimed at addressing a social problem or meeting a community need. The goal of the SEED Initiative is to increase California’s economic diversity and help spur business innovation.</p> <p>SEED target populations are individuals who face significant barriers to employment, specifically:</p> <ul style="list-style-type: none"> • Individuals with limited English proficiency, regardless of immigration or citizenship status; • Individuals who are neither U.S. citizens nor lawful permanent residents. This includes individuals who may not be lawfully present in the United States, and individuals who have been granted Deferred Action for Childhood Arrivals (DACA) or Temporary Protected Status (TPS). <p>In addition, SEED is open to all individuals in the target populations, including other immigrants, refugees and asylees, and United States citizens.</p>

GRANT APPLICANT INFORMATION	
Lead Agency Applicant Name	Renaissance Entrepreneurship Center
Project Name	SEED Entrepreneurship Program
Requested Grant Amount	\$1,000,000.00
Recommended Grant Amount	\$1,000,000.00
Counties Served	Alameda, Contra Costa, Marin, San Francisco, San Mateo, Santa Clara
Partner Organizations	N/A
ETP Summary	<p>Renaissance Entrepreneurship Center (Renaissance) will provide micro-grants, entrepreneurial training, and technical assistance to SEED target populations to support them in starting or maintaining a small business in California as a means to achieve financial independence. Renaissance will focus on Spanish-speaking, Latinx individuals.</p> <p>Renaissance will provide an entrepreneurship training program in Spanish with sessions that are designed to help students rebuild, recover or maximize existing businesses; or launch new businesses. The main topics of the curriculum are business planning, market research and competitive analysis, marketing strategies, digital marketing, e-commerce, sales presentations, permitting and licensing, financial management, accounting, time management, product development, distribution, personnel, growth planning and business technologies.</p> <p>Each class will build on the prior session, providing the skills and knowledge needed to formalize and launch businesses; and pivot or adapt existing businesses to the specific challenges of the pandemic. Trainees will also complete a business plan that will serve as a roadmap for their future.</p> <p>In addition, many of the target clients have limited access to technology so Renaissance will provide up to 50 ChromeBooks (secured through a separate contribution) to participants who rely solely on their phones for internet connectivity and could benefit from having a laptop for their business.</p>
Prior/Active Grant Information	Renaissance is a participating organization (training partner) under a current SEED1 Contract which is in good standing.



ETP GRANT PANEL PROPOSAL

Panel Meeting of: March 25, 2022

PROJECT PROFILE:

Program Name	Social Entrepreneurs for Economic Development 2 (SEED 2) Grant
Grant Term	Two Years
Total Available Funding	\$17,000,000
Grant Description	<p>The Social Entrepreneurs for Economic Development (SEED) Initiative will provide micro-grants, entrepreneurial training, and technical assistance to SEED target populations to support them in starting or maintaining a small business in California aimed at addressing a social problem or meeting a community need. The goal of the SEED Initiative is to increase California’s economic diversity and help spur business innovation.</p> <p>SEED target populations are individuals who face significant barriers to employment, specifically:</p> <ul style="list-style-type: none"> • Individuals with limited English proficiency, regardless of immigration or citizenship status; • Individuals who are neither U.S. citizens nor lawful permanent residents. This includes individuals who may not be lawfully present in the United States, and individuals who have been granted Deferred Action for Childhood Arrivals (DACA) or Temporary Protected Status (TPS). <p>In addition, SEED is open to all individuals in the target populations, including other immigrants, refugees and asylees, and United States citizens.</p>

GRANT APPLICANT INFORMATION	
Lead Agency Applicant Name	Southwestern College Foundation
Project Name	Business Launch for Immigrants
Requested Grant Amount	\$1,492,765.00
Recommended Grant Amount	\$1,492,765.00
Counties Served	San Diego, Imperial
Partner Organizations	East County Economic Development Council (East County SBDC) International Rescue Committee, San Diego (IRC SBDC) Asian Business Association of San Diego (Alliance SBDC)
ETP Summary	<p>Southwestern College Foundation (Southwestern) and their participating partner organizations will provide micro-grants, entrepreneurial training, and technical assistance to SEED target populations to support them in starting or maintaining a small business in California. Southwestern will focus on the industries of child care and food service, as well as general entrepreneurship. All trainings will be provided in a language other than English and consist of the following:</p> <ul style="list-style-type: none"> - Childcare Pre-Licensing Training: Training on starting and operating a childcare business, including licensing requirements, business management, and child development. The end goal is to help entrepreneurs obtain a license. - Cottage Food & Micro Enterprise Home Kitchen Operation (MEHKO): Training to support entrepreneurs entering the food industry. The program will include Cottage Food or MEHKO licensing, business management basics, accounting, and growing the business beyond the home (distribution, farmers markets, brick & mortar establishment). - Business Launch Academy: Instruction will cover business launch essentials including: business licenses, fictitious business names, basic strategic/business plan, startup financing, bookkeeping, budgets, bank accounts, branding, target market, digital launch, product pricing, sales channels, and partnerships.
Prior/Active Grant Information	N/A



ETP GRANT PANEL PROPOSAL

Panel Meeting of: March 25, 2022

PROJECT PROFILE:

Program Name	Social Entrepreneurs for Economic Development 2 (SEED 2) Grant
Grant Term	Two Years
Total Available Funding	\$17,000,000
Grant Description	<p>The Social Entrepreneurs for Economic Development (SEED) Initiative will provide micro-grants, entrepreneurial training, and technical assistance to SEED target populations to support them in starting or maintaining a small business in California aimed at addressing a social problem or meeting a community need. The goal of the SEED Initiative is to increase California’s economic diversity and help spur business innovation.</p> <p>SEED target populations are individuals who face significant barriers to employment, specifically:</p> <ul style="list-style-type: none"> • Individuals with limited English proficiency, regardless of immigration or citizenship status; • Individuals who are neither U.S. citizens nor lawful permanent residents. This includes individuals who may not be lawfully present in the United States, and individuals who have been granted Deferred Action for Childhood Arrivals (DACA) or Temporary Protected Status (TPS). <p>In addition, SEED is open to all individuals in the target populations, including other immigrants, refugees and asylees, and United States citizens.</p>

GRANT APPLICANT INFORMATION	
Lead Agency Applicant Name	Women's Economic Ventures
Project Name	Emprendedores
Requested Grant Amount	\$2,000,000.00
Recommended Grant Amount	\$2,000,000.00
Counties Served	Santa Barbara, Ventura
Partner Organizations	Children's Resource & Referral of Santa Barbara County
ETP Summary	<p>Women's Economic Ventures (WEV) and partner organization, Children's Resource & Referral of Santa Barbara County (CRR), will provide micro-grants, entrepreneurial training, and technical assistance to SEED target populations to support them in starting or maintaining a small business in California. WEV and CRR will focus on Latinx entrepreneurs in the child care industry as well as general entrepreneurship.</p> <p>WEV will provide a six-week entrepreneurship training program. The main topics of the curriculum are entrepreneurial aptitude, business feasibility, business startup steps, computer literacy, social entrepreneurship/green business practices, business financial management, business plan development, and grant writing.</p> <p>In addition, CRR will take the lead on implementing a 12-month childcare training program which includes: evidence-based early childhood education competencies including development, teacher-child interactions, special needs inclusion, trauma informed care, dual language learning, and licensing compliance.</p>
Prior/Active Grant Information	WEV has an active SEED1 grant for \$500,000 which is in good standing. To date they have invoiced for \$275,000 and expect to exhaust funding by the end of the contract term.



**Expansion Funds
Training Proposal for:**

**Alameda County Electrical Industry Apprenticeship and Training
Trust**

Contract Number: ET22-0940

Panel Meeting of: March 25, 2022

ETP Regional Office: San Francisco Bay Area

Analyst: R. Jackson

PROJECT PROFILE

Contract Attributes:	Priority Rate Retrainee Veterans Apprenticeship	Industry Sector(s):	Construction (C) 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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No International Brotherhood of Electrical Workers Local 595		
Turnover Rate:	≤20%		
Managers/Supervisors: (% of total trainees)	N/A		

FUNDING DETAIL

Program Costs	+	Support Costs	=	Total ETP Funding
\$555,096		\$43,622 Jobs 1 & 2: 8% Job 3: 20%		\$598,718

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

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Journeyworker Priority Rate	Commerical Skills Computer Skills OSHA 10/30	25	8-200	0	\$590	\$63.30
				Weighted Avg: 24			
2	Retrainee Apprentice	Commerical Skills Computer Skills OSHA 10/30	153	8-210	0	\$3,446	\$28.49
				Weighted Avg: 179			
3	Retrainee Veterans Apprentice	Commerical Skills Computer Skills OSHA 10/30	15	8-210	0	\$3,782	\$28.49
				Weighted Avg: 179			

***Post-Retention Wage is the Contractual Wage per Collective Bargaining Agreement.**

Minimum Wage by County: \$23.53 per hour for Alameda 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	Actual Wage Range	Estimated # of Trainees
Job Number 1:		
Journeyworker Inside Wiremen		25
Job Number 2:		
Apprentice Inside Wiremen		179
Job Number 3:		
Veteran Apprentice Inside Wiremen		15

INTRODUCTION

Founded in 1946, the Alameda County Electrical Industry Apprenticeship and Training Trust (Alameda Electrical Trust) (www.595jatc.org) is located in San Leandro. Alameda Electrical Trust is governed by a Board of Trustees comprised of four labor and four management representatives, and it is a joint effort of the International Brotherhood of Electrical Workers (IBEW) Local 595 and the National Electrical Contractors Association. ETP training will take place at Alameda Electrical Trust’s training center in San Leandro.

This will be Alameda Electrical Trust’s eighth ETP Contract, and its sixth in the last five years. ETP funding will train Journeyworker, Apprentice, and Veteran Apprentice members of IBEW

Local 595. Alameda Electrical Trust serves an estimated 2,124 Journeyworkers. These workers support both private and public-works projects. Participating employers consist of small businesses (60%) and large businesses (40%).

Veterans Program

In this proposal, Alameda Electrical Trust is committed to supporting job-related training for veterans and anticipates training 15 Veteran Apprentices (Job Number 3). It recruits veterans in cooperation with Helmets to Hardhats, a national joint labor-management program that recognizes the link between skills acquired in military service and the building trades. Veterans who apply for an apprenticeship with Alameda Electrical Trust receive accelerated opportunities to join the program. To also incentive veterans, all veteran applicants can skip the first stage (the written assessment) and go immediately to the second stage (the interview).

The Panel has established other incentives for training California veterans. Higher support costs are available to reach participants for this program.

Apprenticeship Program

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

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

To ensure ETP does not displace Montoya Funds, Apprenticeship reimbursement is reduced by \$5, reducing the priority industry rate from \$23 to \$18 per class/lab hour. However, the actual wages paid are shown in the Training Plan Table for the Panel's information.

Employer Demand

ETP funding will expand and upgrade Alameda Electrical Trust's program. Inside Wiremen layout, install, repair, and maintain electrical equipment that provides light, heat, and communications. Training for Apprentices and Journeyworkers is required to keep up with-shifts in the electrical industry away from analog to digital equipment. Training on new technologies allows workers to remain competitive in an energy efficient-focused construction industry. Because of new State regulations (Title 24), many contractors require more certifications for both Apprentices and Journeyworkers on job sites. As such, trainees will receive training in green construction including the knowledge, skills, and ability to install greenhouse gas emission reduction electrical systems.

Additionally, a significant number of retiring workers and the recent upswing in construction means the demand for Apprentices has been increasing in Alameda County. During this proposal, Journeyworker and Apprentice electricians will also be working on new construction projects and renovations throughout Alameda County. Alameda Electrical Trust reports that the following

projects are driving employer demand: Las Positas College, Fremont Unified School District, Hayward Unified School District, Oakland Airport, Facebook Fremont Campus, Amazon Distribution, Cal State University East Bay, Chabot College, and more.

PROJECT DETAILS

Training in this proposal will ensure workers have the most up-to-date hands-on skills to make them more efficient, while also providing critical safety training to help to decrease the frequency of workplace accidents and injury.

Training Plan

Training will be delivered via Class/Lab or E-Learning delivery methods in the following:

Computer Skills: Training will be provided to Apprentices and Journeyworkers. Training will include 3-Dimensional (3-D) virtual construction software. Bluebeam and NAVIS are planning tools used by the electricians for the design of a building from concept to construction. Currently, there are not enough workers who are able to use 3-D modeling. Additional training in software applications will provide trainees with the ability to schedule, plan and track assignments.

Commercial Skills: Training will be provided to Apprentices and Journeyworkers. Apprentices will learn to install, maintain, and repair various types of electrical and electronic equipment in commercial, industrial, and residential establishments. Courses include Blueprints, Transformers, and Code Calculations. Journeyworkers will receive significant training in green and energy-efficient technologies such as Building Materials, Solar Photovoltaic Panels, New Motor Controls, Advanced Welding, and Green Materials Testing and Audit Equipment.

Certified Safety Training

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

Commitment to Training

Signatory employers will continue to make contributions to the Trust for every hour worked by Apprentices. 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

Alameda Electrical Trust’s Director of Training (dedicated administrator) will oversee training with five Administrative Staff to assist with ETP administration including marketing, recruitment, and scheduling. Alameda Electrical Trust has one full-time and 31 part-time trainers who will deliver training. The trainers are former or current members of the trade and experts in the subject matter. All trainers are qualified journey-level workers with extensive practical and training experience in the industry. It has also retained a third-party subcontractor to assist with administration.

Impact/Outcome

Training in this proposal will assist employers to meet new state energy efficiency goals and may result in 75 (estimated) certifications. These include passing Green Audits, NFPA-70 E (National Fire Protection Association), Arc Flash, Building Automation Lighting and Plug Load Systems. These certifications increase the qualification and technical skills of the recipients, while also helping the companies they work for reduce injuries, improve safety, and better compete in the competitive-bidding process.

Marketing and Support Costs

While many participating employers have already been recruited, additional recruitment and assessment activities must occur to support apprenticeship training. Recruitment includes: direct mailings, informational flyers, personal contacts, telephone calls, public service announcements, emails, and Alameda Electrical Trust's website. Application announcements and class information for the program are disseminated to local, state, and federal agencies as well as to local high schools, community colleges, and other community-based organizations throughout the year.

Alameda Electrical Trust is requesting 8% in support costs for Job Numbers 1–2 to promote training opportunities. In addition, Alameda Electrical Trust is requesting 20% in support costs for Veteran Apprentices in Job Number 3 to attract and recruit veterans.

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

An Alternative Recordkeeping method is being requested.

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
ET21-0939	\$379,430	11/2/20 - 11/1/22	167	TBD	TBD

Based on ETP systems, 6,120 reimbursable hours have been tracked for potential earnings of \$117,810 (31% of approved amount). The Contractor projects final earnings of 100% based on training currently committed. Delays occurred in the tracking of hours into Cal-E-Force (CEF) due to the migration effort from ETP's old Legacy system into the CEF system.

PRIOR PROJECTS

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

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
ET20-0932	San Leandro	10/1/19 - 9/30/21	\$746,290	TBD**
ET19-0927	San Leandro	10/8/18 - 10/7/20	\$695,580	\$684,062* (98%)
ET17-0924	San Leandro	1/27/17 - 1/26/19	\$501,200	\$486,486 (97%)
ET16-0908	San Leandro	9/8/15 - 9/7/17	\$492,740	\$484,316 (98%)

**ET20-0932: Based on ETP systems, 26,486 reimbursable hours have been tracked for potential earnings of \$524,276 (70% of approved amount). Alameda Electrical Trust is currently in the process of closing this contract, and it is projected to earn 100% of the contract amount once the final-closeout invoice is submitted.

*ET19-0927: Based on ETP systems, 30,231 reimbursable hours have been tracked for potential earnings of \$685,613 (98.5% of approved amount). Currently, the Paid Earned amount is \$684,062. Alameda Electrical Trust is currently in the Fiscal Closeout process of this contract, and it is projected to earn 100% of the contract amount once the final-closeout invoice is submitted.

DEVELOPMENT SERVICES

California Labor Federation in Sacramento, in conjunction with Strategy Workplace Communications in Oakland, assisted with development of this proposal at no charge.

ADMINISTRATIVE SERVICES

Alameda Electrical Trust has also hired Strategy Workplace Communications to perform administrative services for a fee not to exceed 13% of payment earned.

TRAINING VENDORS

N/A

Exhibit B: Menu Curriculum

Class/Lab/E-Learning Hours

8–200 (Job Number 1)

Journeyworker

Trainees may receive any of the following:

COMMERCIAL SKILLS

Codeology

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

Alternating Current/Direct Current (AC/DC) Principles

- Math for Electricians
- Ohm's Law
- Generators
- Inductance/Reactance
- Series/Parallel Circuits

Grounding

- National Electrical Code Article 90-Introduction
- National Electrical Code Article 100-Definitions and Provisions
- National Electrical Code Article 110-Requirements
- National Electrical Code Article 250 Grounding and Bonding
- National Electrical Code Article Chapters 1-4
- Significant Changes to 2017 National Electric Code

Fire Alarm Systems and Installations

- Definitions and Systems
- Initiating Devices and Notification Systems
- National Electrical Code Article 760
- Fire Life Safety System Installation Requirements
- Start Up and Check Out Procedures
- National Fire Protection Act, 1972

Industrial Motor Control

- Control Relays and Timers
- Jogging and Plugging Controls
- Manual Starters and Magnetic Coils
- National Electrical Code Article 430-Motors
- Push Buttons, Selector Switches, and Mechanical Devices
- Solid State Electronic Devices
- Variable Frequency Drives

Programmable Logic Control

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

Electrical Design

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

Industry Specific Skills

- Advanced Instrumentation and Motor Controls
- Architecture Designs and Advanced Plan Reading
- Blueprints and Schematics
- Building Automation Systems
- Conduit Bending
- Confined Space Entry
- Construction Technology (new)
- ESAMATC (Energy Storage and Microgrid Training Certification)
- Firestop Installation
- Management and Monitoring of Materials
- Proper Equipment Set-Up
- Proper Installation and Use of Testing and Auditing Materials and Equipment
- Renewable Energy Systems
- Rigging and Lifting
- Safe Working Practices
- Solar Panel Installation
- Specialized Tools
- Testing Materials and Equipment –Proper Set-Up and Use
- Understanding Changes to Industry Standards
- Understanding New Technologies & Changes to Industry Standards
- Work Flow and Resources

California Advanced Lighting Control Program

- Advanced Lighting Control Systems
- Dimming Controls
- Lighting Control Strategies
- Line Voltage Switching Controls
- Low Voltage Switching Control
- Occupancy Sensors
- Photosensors
- Electric Vehicle Infrastructure Training Program

COMPUTER SKILLS

- NAVIS Autoworks, 3D Building Modeling
- Bluebeam Construction Software
- Plangrid Online Document Management Software

OSHA 10/30 (OSHA-CERTIFIED INSTRUCTOR) 1:40 Ratio

- OSHA 10 (maximum of 10 hours per trainee)
- OSHA 30 (maximum of 30 hours per trainee)

Class/Lab/E-Learning Hours

8–210 (Jobs Numbers 2 & 3)

Apprentice

Trainees may receive any of the following:

COMMERCIAL SKILLS

2nd Year

- Codes and standards
- Construction Documentation
- Electrical Equipment
- Electrical Theory
- Industry Orientation
- Installation Applications
- Safety Awareness

3rd Year

- Codes and Standards
- Construction Documentation
- Electrical Systems
- Electrical Theory
- Safe Material and Equipment Handling
- Safety Awareness

4th Year

- Codes and Standards
- Construction Documentation
- Electrical Control Systems Electrical Systems
- Electrical Equipment\
- Safety Awareness

5th Year

- Codes and Standards
- Construction Leadership
- Electrical Control Systems
- Electrical Equipment

- Industry Orientation
- Jobsite Skills

Commercial Skills (All Years)

- Codes and Standards
- Construction Documentation
- Construction Leadership
- Construction Technology
- NFPA 70E Electrical Safety

Computer Skills (All Years)

- NAVIS Autoworks, 3D Building Modeling
- Bluebeam Construction Software
- Plangrid Online Document Management Software

OSHA 10/30 (OSHA-CERTIFIED INSTRUCTOR) 1:40 Ratio

- OSHA 10 (maximum of 10 hours per trainee)
- OSHA 30 (maximum of 30 hours per trainee)

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

Note: Reimbursement for Job Number 1 training is capped at 200 total-training hours per trainee. Reimbursement for Job Numbers 2 & 3 (Apprenticeship) training is capped at 210 total-training hours per trainee.



Retrainee-Job Creation
Training Proposal for:
Associated Construction and Engineering, Inc.
Contract Number: ET22-0293

Panel Meeting of: March 25, 2022

ETP Regional Office: San Diego

Analyst: K. Hernandez

PROJECT PROFILE

Contract Attributes:	Priority Rate Retrainee Job Creation Initiative SET	Industry Sector(s):	Construction (C) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Orange, San Luis Obispo 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: 225	U.S.: 228	Worldwide: 228
<u>Turnover Rate:</u>	17%		
<u>Managers/Supervisors:</u> (% of total trainees)	6%		

FUNDING DETAIL

In-Kind Contribution
\$439,600

Total ETP Funding
\$116,863

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 SET	Business Skills, Comm'l. Skills, Computer Skills, HazMat, OSHA 10/30, PL-Comm'l. Skills, PL- Computer Skills	65	8-200	0	\$1,104	\$29.41
				Weighted Avg: 48			
2	Retrainee Priority Rate Job Creation Initiative SET	Business Skills, Comm'l. Skills, Computer Skills, HazMat, OSHA 10/30, PL-Comm'l. Skills, PL- Computer Skills	37	8-200	0	\$1,219	\$17.64
				Weighted Avg: 53			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: Job Number 1: \$29.41 per hour in Orange, San Luis Obispo and Riverside counties.

Job Number 2 (Job Creation): \$17.81 per hour in Orange County; \$17.64 per hour in San Luis Obispo and Riverside 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 in Job Numbers 1 and 2.

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1		
Administrative Staff		9
Project Coordinators		2
Project Managers		7
Shop Welders		4
Accounting Staff		5
Engineers		3
Estimators		3
Shop Laborers		10
Shop Mechanics		4
Field Carpenters		4
Field Welders		7
Managers		7

Job Number 2		
Administrative Staff		3
		2
Project Coordinators		1
		1
Project Managers		2
		2
Shop Welders		2
		1
Accounting Staff		1
		1
Engineers		1
		1
Estimators		1
		1
Shop Laborers		3
		3
Shop Mechanics		2
		1
Field Carpenters		2
		1
Field Welders		3
		2

INTRODUCTION

Founded in 2011, Associated Construction and Engineering, Inc. (ACE) provides turn-key service on all welded, bolted, concrete and stainless-steel tank structures to water storage (potable and waste), thermal energy storage, oil & gas storage, and wine storage. The Company offers a full portfolio of services via its wholly-owned subsidiaries. The key to ACE's success is its diverse subsidiaries: Paso Robles Tank - Brown-Minneapolis Tank, Inc.; Canyon Springs Enterprises, Inc. dba RSH Construction Services; Associated Tank Constructors; and West Coast Industrial Coatings, Inc.

The ACE affiliated companies have been successful because they address all of the phases associated with quality tank building. The continuity in process across all companies has been key to their success as a company. ACE has also been able to create synergies across companies promoting efficiency and value to benefit their clients. The company believes this cross-pollination is a vital part of their growth plan in a post COVID-19 pandemic era. ACE is requesting all of the ACE affiliated companies in California be included in the project and will train staff from both the parent company and its affiliates.

ACE's principle customers are municipal water districts, private developers in the water & waste water management sector, oil & gas industry suppliers, and agribusiness companies. These

customers rely on ACE to provide a quality welded or bolted carbon steel product for potable water, waste water, and petroleum storage and delivery. In addition, its agribusiness customers trust ACE to provide stainless steel containers for wine manufacturing and storage.

This is ACE's second ETP project, the second in the last five years.

Veterans Program

Although this project does not include a Veterans component, the training population of ACE may potentially include Veterans. The Company welcomes veteran applicants for open positions.

PROJECT DETAILS

ACE is continuously faced with competition and must train its staff to become a highly skilled and productive workforce. There is a company-wide initiative to focus on process improvement and operational excellence. As part of this initiative, ACE has invested in Foundation For Construction software to streamline the engineering/design process, build/construct process and improve the scheduling and tracking of projects. This training will be delivered to all operational support staff involved in welded tank structures.

In its previous contract, the Company focused on its bolted tank line and process improvement. In the next training plan focus will be on training efforts around the Stress Oven process as well as heavy equipment operations. New regulations in California have forced ACE to upgrade all of its operational equipment to meet higher environmental standards. Both of these factors make training under this contract different from the last project.

California has a lack of skilled labor in Ace's industry. Thus, the Company needs to focus training on those with limited skills to remain competitive. ACE must upgrade worker skills, increase efficiency and streamline processes from project design through close out to remain competitive.

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 37 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.

ACE plans to increase its workforce over the next 12 months to expand its geographic presence in California in order to bid on more projects across the state. Ace plans to hire high skill and high wage positions across the Company. These highly skilled positions will require significant training.

Training Plan

Training will be delivered via class/lab, E-Learning and Productive Lab (PL) in the following:

Business Skills: Training will be provided to Project Coordinators, Project Managers, Administrative and Accounting Staff. Training will focus on process improvement initiatives, change and risk management execution and business writing tasks used to communicate with customers.

Commercial Skills: Training will be provided to all occupations in the critical skills needed to operate heavy machinery, power tools, and execute other job specific tasks.

Computer Skills: Training will be provided to Project Coordinators, Project Managers, Administrative and Accounting Staff to effectively utilize Foundations For Construction software and the Microsoft Office suite of programs.

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 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.
2. 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, Shop Laborers, Shop Welders, Shop Mechanics and Field Carpenters 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 proposal, the certification entity has not yet been determined.

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. PL Training differs from work assignments as training is necessary prior to placing an employee into a hazardous work environment where it is not feasible to use engineering controls to eliminate the hazards. In addition, PL training will occur when trainees are working directly under a trainer on a designated work assignment. Trainers will have working knowledge of the training topic and be able to answer questions while also presenting information related to the training topic in a clear and concise manner.

PL training is required for operational staff (Shop Laborers, Shop Welders, Shop Mechanics and Field Carpenters) to assure comprehensive training in hazardous activities and assure competency in the following training topics: Mobile Crane Operation, Overhead Crane Operation, Rigging, Confined Space Entry, Fall Protection/Fall Prevention, Scaffold Use, Aerial Lift Operation, Hydrogen Sulfide Monitoring, Hand and Power Tool Use, Ladder Safety, Welding, Cutting and Hot Work, Hexavalent Chromium, Lead Work, Abrasive Blasting and Painting.

PL training is required for support staff (Engineers, Project Managers and Project Coordinators) to increase efficiency and productivity in the following topics AutoCAD & Inventor 4D Modeling and Foundations For Construction Software.

Most PL training is performed using a trainer to trainee ratio of 1:1. However, small groups (up to 1:3 ratio) are utilized for training sessions where third party training or testing is required. The smaller groups allow trainees to interact and introduce scenarios/experience in a group setting that adds valuable content. Additionally, third party training/testing availability is often limited. Therefore, it is necessary to increase the training ratio based on the availability of the training services. Trainees will receive an estimated 0-60 hours of PL training.

Special Employment Training

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

➤ SET 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 \$39.21 to \$29.41). The Company requests this modification for trainees in Job Number 1.

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.

Retention Modifications

The construction industry is effected by seasonality. Some employees may not work 35 hours per week for 90 consecutive days. For occupations in which workers are hired for short-term jobs (Shop Laborers, Shop Welders, Shop Mechanics and Field Carpenters), retention may be satisfied by employment of at least 500 hours within 180 days. As such, the Contractor requests this alternative retention modification.

Commitment to Training

In 2021, ACE invested approximately \$267,000 for each of the three California locations. Training differs across all positions and trades at the Company. ACE tailors its current training to focus on safety in the workplace and core job competencies. 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 Controller will oversee all aspects of the training project. The Training Coordinators will be responsible for reports and internal data collection for tracking purposes. There will be staff at each location to help coordinate training and an internal team of high-level subject-matter experts to deliver training.

Alternative Recordkeeping

ACE will use an approved alternative recordkeeping for E-Learning/Videoconferencing training sessions. The Trainers will submit all training documents upon completion of each training session.

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 \$ %
ET18-0226	Hemet	6/4/2018– 6/3/2020	\$193,840	\$117,317 (60%)

ACE was not able to track all of the training sessions conducted during the project because it had challenges communicating the requirements to trainers. As the project progressed, ACE was able to effectively provide instructions to trainers, therefore, able to track most of the training sessions conducted. . In addition, ACE had difficulty in identifying certain training opportunities to include in its training program that in retrospect would have allowed the Company to submit for more reimbursable hours.

Ace plans to continue the process that worked to track training sessions and improve it for this project. With numerous Administrative Staff at the multiple training sites, Ace has improved its process to identify and track eligible training sessions for this project. This proposal has been right sized to mirror earnings in the previous project.

DEVELOPMENT SERVICES

N/A

ADMINISTRATIVE SERVICES

N/A

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 Basics
- Best Practices
- Business Writing
- Change Management
- Communications
- Effective Job Costing
- Problem Solving
- Process Improvement
- Project Management
- Risk Management

COMMERCIAL SKILLS

- Abrasive Blasting and Painting
- Aerial Lift Operation
- Completed Job Analysis
- Document Imaging and Routing Procedures
- Estimating
- Fork Lift Certification
- Job Site Safety and Regulations
- Mobile Crane Operation
- Overhead Crane Operation
- Project Management
- Quality Control
- Timekeeping System Use and Reporting
- Welding Process and Certification

COMPUTER SKILLS

- AutoCad and Inventor 4D Modeling
- Foundations For Construction Software
- Microsoft Office (Intermediate/Advanced)

HAZARDOUS MATERIALS

- Hexavalent Chromium Handling
- Hydrogen Sulfide Handling

OSHA 10/30 (Certified OSHA Instructor)

- OSHA 10
- OSHA 30

PL Hours

0 – 60

COMMERCIAL SKILLS (Ratio 1:3)

- Abrasive Blasting and Painting
- Aerial Lift Operation
- Confined Space Entry
- Fall Protection/Fall Prevention
- Hand and Power Tool Use
- Hexavalent Chromium
- Hydrogen Sulfide Monitoring
- Ladder Safety
- Lead Work
- Mobile Crane Operation
- Overhead Crane Operation
- Rigging
- Scaffold Use
- Welding, Cutting and Hot Work

COMPUTER SKILLS

- AutoCad and Inventor 4D Modeling
- Foundations For Construction Software

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:
Bobrick Washroom Equipment, Inc.
Contract Number: ET22-0273

Panel Meeting of: March 25, 2022

ETP Regional Office: North Hollywood

Analyst: M. Niquet

PROJECT PROFILE

Contract Attributes:	Priority Rate Retrainee Job Creation Initiative	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: 221	U.S.:596	Worldwide: 752
<u>Turnover Rate:</u>	2%		
<u>Managers/Supervisors:</u> (% of total trainees)	10%		

FUNDING DETAIL

In-Kind Contribution
\$118,875

Total ETP Funding
\$109,365

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 Imp., Literacy Skills, Mfg. Skills	155	8-200	0	\$667	\$21.73
				Weighted Avg: 29			
2	Retrainee Job Creation	Business Skills, Computer Skills, Continuous Imp., Literacy Skills, Mfg. Skills	5	8-200	0	\$1,196	\$18.11
				Weighted Avg: 52			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: \$21.73 per hour in Los Angeles County. **Job Number 2:** \$18.11 per hour in 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 may be used to meet the Post-Retention Wage in Job Number 1 and \$0.11 per hour in Job Number 2.

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1		
Administration		1 1 22
Customer Service		16
Engineering and Design		22
Information Technology		5
Manager		24
Production		12 16 18
Quality Assurance		6
Sales & Marketing		12
Job Number 2		
Administration		1
Customer Service		2
Engineering & Design		1
Production		1

INTRODUCTION

Founded in 1906 and headquartered in North Hollywood, Bobrick Washroom Equipment, Inc. (Bobrick) (www.bobrick.com), manufactures and distributes dispensers, partitions and other accessory products used in commercial restrooms. Products include paper dispensers, soap dispensers, waste containers, baby changing stations and shower seats. Primary customers include distributors of building products and janitorial supplies, franchise restaurants and big box retailers. The Company has manufacturing & distribution centers in 4 other states, Canada, London and Dubai. All training under this proposal will be conducted at the North Hollywood facility. This is Bobrick's third ETP Contract and the second in the last five years.

Veterans Program

Although there is no Veteran Job Number, all qualified Veteran candidates are encouraged to apply for positions through the normal company hiring policy.

PROJECT DETAILS

In the prior ETP Contract, Bobrick focused training on the implementation of a new Enterprise Resource Planning (ERP) system in addition to addressing skill gaps on the manufacturing floor and enhancing the skills of production staff. Those efforts permitted Bobrick to make important improvements, which allowed gaining efficiencies and improve operations. This Contract will focus training on the development and introduction of numerous new products such as touchless dispensers and toilet partitions. These Smart restroom accessories have been in higher demand since the pandemic. Additionally, Bobrick is planning training in new manufacturing processes such as robotics, CNC machines, additive manufacturing, and Industry 4.0.

Training in this proposal will allow Bobrick to meet the high demand for product development by building the technical skills needed to ensure the effective use of new and existing equipment/technology. This training effectively supports the requirements of new products, processes and systems and meets productivity and quality demand. The Company's product development efforts, from a sales, technical, and project management perspective, will contribute to Bobrick's overall growth by bridging skill gaps and enhancing manufacturing capabilities.

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 increasing demand and new manufacturing processes, Bobrick is expanding business capacity by hiring 5 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.

Training Plan

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

Business Skills: Training will be offered to all occupations and is intended to improve business operations. Training topics include Conflict Management, Goal Setting, Negotiation Skills and New Product Development.

Computer Skills: Training will be offered to all occupations in order to improve software skills and knowledge. Training topics include CAD/CAM software application, CRM Software, Payroll Software and Project Management Software.

Continuous Improvement: Training will be offered to all occupations and will focus on process improvement. Training topics include Leadership Skills, Improving Process Cycle Times, Lean Manufacturing and Quality Inspection.

Literacy Skills: Training will be offered to all occupations and will focus on improving English Skills. Training topics include Vocational English as a Second Language (VESL)

Manufacturing Skills: Training will be offered to Engineering and Design, Production, Quality Assurance, Sales & Marketing and Manager Occupations. Training will improve knowledge of operations and production processes. Training topics include Preventative Maintenance, Robotics, Safety and Soldering.

Commitment to Training

The current annual training budget is approximately \$80,000. Most of the training is for new hire orientation, general safety, and production processes. 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

Bobrick has designated the Director of Corporate Development and the Manager of Learning and Development to oversee and manager and coordinate training efforts including scheduling and coordinating training, recordkeeping, and internal project administration. The Company also has a Training Manager and Training Coordinator who will assist in the process. A third party administrator will assist with ETP project administration. The Company has a detailed training plan in place and is ready to start training upon approval.

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-0041	Los Angeles	9/5/2017- 9/4/2019	\$223,660	\$223,660 (100%)

DEVELOPMENT SERVICES

The Company retained California Manufacturing Technology Consulting in Torrance to assist with development of this proposal for a flat fee of \$10,000.

ADMINISTRATIVE SERVICES

Manufacturing Technology Consulting 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

- Business Writing
- Conflict Management
- Core Values
- Effective Meeting Skills
- Goal Setting
- Negotiation Skills
- New Product Development
- Presentation Skills
- Project Management
- Providing Quality Customer Service
- Sales Skills
- Time Management Skills

COMPUTER SKILLS

- Accounting Software
- CAD/CAM Software
- Collaboration Software (Quip)
- CRM Software
- Cyber-Physical Security
- Enterprise Resources Planning (ERP)
- UKG Human Resources Management Software
- Learning Management Software
- Microsoft Office (Intermediate)
- Payroll Software
- Presentation Software
- Project Management Software (JIRA)
- SolidWorks

CONTINUOUS IMPROVEMENT SKILLS

- Communication Skills
- Continuous Energy Improvement (CEI)
- Design of Experiments (DOE)
- Environmental Management System (EMS) Implementation
- Failure Mode and Effects Analysis (FMEA)
- Improving Process Cycle Times
- Leadership Skills
- Leading Change
- Lean Manufacturing
- Problem Solving
- Production and Inventory Management
- Quality Management Systems
- Quality Inspection
- Six Sigma

- Supply Chain Optimization
- Teams and Team Building

LITERACY SKILLS

- Vocational English as a Second Language (VESL)

MANUFACTURING SKILLS

- Additive Manufacturing
- Blueprint Reading
- CNC Programing
- Equipment Operation
- Internet of Things (IoT)
- Manufacturing Logistics Management
- Preventative Maintenance
- Productions Skills
- Quality System Requirements, Good Manufacturing Practices & Inspections
- Robotics
- General Safety
- Shop Math and Geometric Dimensioning & Tolerancing
- Soldering
- Workplace Safety and Manufacturing in a COVID Safe Environment
- Writing Standard Operating Procedures (SOPs)

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 new hire training is capped at 200 total training hours per trainee.



Retrainee-Job Creation

Training Proposal for:

Boehringer Ingelheim Fremont, Inc.

Contract Number: ET22-0261

Panel Meeting of: March 25, 2022

ETP Regional Office: PPU-Central Office

Analyst: C. Hoyt

PROJECT PROFILE

Contract Attributes:	Priority Rate Retrainee Job Creation Initiative	Industry Sector(s):	Manufacturing (E) Biotechnology and Life Sciences (54+) 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: 700	U.S.: 8,409	Worldwide: 52,000
<u>Turnover Rate:</u>	7%		
<u>Managers/Supervisors:</u> (% of total trainees)	13%		

FUNDING DETAIL

In-Kind Contribution
\$860,000

Total ETP Funding
\$499,100

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Priority Rate	Business Skills, Computer Skills, Cont. Imp., Mfg. Skills, PL-Mfg. Skills	295	8-200	0-60	\$1,380	\$26.22
				Weighted Avg: 60			
2	Retrainee Job Creation Initiative Priority Rate	Business Skills, Computer Skills, Cont. Imp., Mfg. Skills, PL-Mfg. Skills	50	8-200	0-60	\$1,840	\$25.48
				Weighted Avg: 80			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: Job Number 1: \$23.53/hr. for Alameda County;
Job Number 2 (Job Creation): \$19.61/hr. for Alameda 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	Actual Wage Range	Estimated # of Trainees
Job Number 1		
Administrator		25
Operator		200
Engineer		50
Manager		20
Job Number 2		
Administrator		10
Operator		20
Engineer		10
Manager		10

INTRODUCTION

Founded in 1885 in Germany, Boehringer Ingelheim Fremont, Inc. (Boehringer) is one of three subsidiaries of the family-owned parent corporation Boehringer Ingelheim Corporation, however, only Boehringer will participate in this contract. Boehringer, located in Fremont, discovers, develops, manufactures and markets innovative pharmaceutical and healthcare products

designed to aid in the detection of organisms, cancers, and other rare and genetic-based diseases. The Company's products include human pharmaceuticals, animal health pharmaceuticals and biopharmaceutical contract manufacturing. Products are sold to clinical and nonclinical markets such as hospitals, health clinics, research labs and other healthcare institutions.

This will be Boehringer's fifth ETP Contract, and its third in the last five years. Boehringer's prior ETP project was designated as a "Critical Proposal" by the Governor's Office of Business and Economic Development based on the Company's expansion and continued commitment to adding jobs in California. In 2021, Boehringer completed a multi-million dollar investment to upgrade and expand its Fremont manufacturing facility, which allowed its overall business capacity to grow and added new jobs in California. All trainees in this proposal are new to the ETP program and will not enroll any employees who have participated in previous ETP Contracts. Further, while some curriculum topics are similar to the prior project, no training will be duplicated for any trainee.

Veterans Program

Boehringer is committed to hiring workers with past military experience through targeted recruitment campaigns, military focused job boards, and attending hiring events in partnership with the Company's internal Veteran employee resource group. The Company also works with local community based organizations and attends local career fairs to recruit and hire Veterans. While Boehringer will continue its commitment to hire Veterans, the Company is not requesting a Veteran's Job Number at this time.

Retrainee - Job Creation

In 2021, Boehringer completed a \$200M investment to upgrade and expand its Fremont manufacturing facility, which allowed its overall business capacity to grow. As such, this will create approximately 50 Job Creation Trainees (Job Number 2) in this project. These trainees will be located at the Company's Fremont site. The date-of-hire for trainees will be within the three-month period before contract approval or within the term-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.

PROJECT DETAILS

Training in this proposal will focus on new product manufacturing technologies, certifications and continuous improvement techniques for the manufacturing workforce. Training will focus on product manufacturing technologies relating to cell culture, purification, protein science, analytical science, drug product development, biotech machines and procedures to support clinical manufacturing. The manufacture of Boehringer products is a highly exacting and complex process, due in part to strict regulatory requirements. Training will also ensure the products meet specific requirements for identity, strength, quality and purity. Additionally, Continuous Improvement and Business Skills training will enable trainees to be provided upskill training in order to be successful in their current role while continuing to develop professionally. Continuous Improvement and Business Skills courses will focus on enriching personnel in technical, soft skill and leadership skills.

Further, Boehringer is committed to workforce development and growth of its staff and has broadened its manufacturing certification programs to provide competency for each manufacturing skill learned. These updated skills include Bimolecular Interaction Analysis Instruments, Biochemical Analyzers, Particle Analysis, and Characterization Systems. Each certification has been designed to develop basic understanding of standard manufacturing and work processes

across platforms. This training will provide workers with valuable job skills that directly translate to other high-skill, high-wage jobs anywhere in the advanced manufacturing industry.

Training Plan

Training will be delivered via Class/Lab, E-Learning, Productive Lab (PL) and Computer-Based Training (CBT) in the following:

Business Skills: Training will be offered to all occupations and include Master Scheduling Presentation, Project Management, and Finance and Accounting Skills.

Computer Skills: Training will be offered to Engineers and Managers and Computer-Assisted Design, Management and Manufacturing Control Systems, and Materials and Logistics Software Development.

Continuous Improvement: Training will be offered to all occupations and include Process Improvement, Quality Fundamentals, and Process Modelling and Analysis.

Manufacturing Skills: This training will be offered to Operators and Engineers and include Production and Equipment Operations, Good Manufacturing Practices, Machine Operation, Calibration and Maintenance.

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 0-60 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.

Approximately 60 hours of PL-Manufacturing Skills will be delivered to 220 Operators at the manufacturing facility in Fremont. PL training will ensure that trainees acquire the critical skills needed to perform their jobs at a quality standard. Rather than create classroom-training sessions for each new production standard and/or piece of equipment, Boehringer will use PL training in conjunction with using new or improved biotech tools and equipment to deliver the high volume of the critical-manufacturing skills required for its production employees.

PL training will deliver critical manufacturing skills to its frontline manufacturing workers. Additionally, Boehringer must demonstrate compliance with Good Manufacturing Practices (GMP) to the satisfaction of the United States Food and Drug Administration, European Commission and health agencies in other countries for the commercial production of biologics. To sustain GMP status, Boehringer is subject to periodic inspections confirming compliance with applicable law and must pass inspection before drug protection and sales.

PL training is an interactive process, 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. Operators 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.

Commitment to Training

Currently, the Company spends \$1,500,000 annually on manufacturing and continuous improvement training in California. 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 Quality Systems department will oversee all project administration. This internal-corporate training department will administer the ETP program and work directly with a third-party administrator, Herrera & Company. The Facility Training Supervisor will be the dedicated administrator and will have two employees to work with its third-party administrator. Training will be provided by in-house experts and vendors as needed.

Electronic Recordkeeping/LMS

Staff has reviewed and approved the Company's learning-management system, SuccessFactor, which was used in previous ETP Contracts.

Impact/Outcome

The equipment and technology skills certifications attained by employees who successfully complete training include the following: Bimolecular Interaction Analysis Instruments; Biochemical Analyzers; Cell/Colony Counters; Cell Harvesting Systems; Chemical Synthesizer Instruments; CO₂ and Carbon Dioxide Transmitters; Electrophoresis Analysis Equipment; Flow Cytometry Instruments; Gas Chromatography Equipment; Cryocooler Systems; Laboratory Incubators, Pumps, Dryers; Liquid Handling Equipment; Mass Spectrometers; Microarray Imaging Microscopes; Microplate Instrumentation; Oxygen Measurement Instruments; Particle Analysis and Characterization Systems; Pharmaceutical Tablet Testing Equipment.

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 \$ %
ET19-0143	Alameda	8/6/18 – 8/5/20	\$899,522	\$898,743 (99%)
ET17-0232	Alameda	10/3/16 – 10/2/18	\$374,640	\$343,449 (92%)

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:

BUSINESS SKILLS

- Advanced Negotiation
- Building Constructive Communications
- Communicating for Results
- Efficiency Workflow
- Facilitation Skills and Mentorship
- Project Management
- Product Knowledge and Market Validation
- Strategic Planning
- Technical Presentations

COMPUTER SKILLS

- Advanced Desktop Productivity Applications
- Advanced eBusiness Applications
- Advanced Manufacturing Control Systems
- Advanced Manufacturing Lab Applications
- Business System Processing
- Management and Manufacturing Control Software Systems
- Materials and Logistics software development
- Programming Languages
- Project Management Software Tools
- Software and Informatics

CONTINUOUS IMPROVEMENT

- Design Tools and Practices
- Efficiency Workflow
- Facilitation Skills and Mentorship
- Individual Transition in Organizations
- Innovation and Influence
- Lab Automation and Robotics
- Leadership/Coaching Skills
- Managing for Performance
- Managing Organizational Transition
- Problem Solving Tools and Techniques
- Product Quality and Reliability
- Product Transfer/Workflow
- Quality Fundamentals/Core Skills
- Restricting of Hazardous Substances
- Six Sigma/Green Belt
- Technical Qualifications and Certifications
- Testing and Troubleshooting Skills

MANUFACTURING SKILLS

- Production and Equipment Operations
- Manufacturing Process Cross-Training

- Machine Operations, Calibration and Maintenance
- Bioreactors Practice and Theory
- Downstream Processing Steps for High Productivity
- Development of Drug Products for Clinical Studies Research
- Good Manufacturing Practices

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

Productive Lab Hours

0-60

MANUFACTURING SKILLS (RATIO 1:1)

- Biochemical Analyzers
- Bimolecular Interaction Analysis Instruments
- CO2 and Carbon Dioxide Transmitters
- Cell Harvesting Systems
- Cell/Colony Counters
- Chemical Synthesizer Instruments
- Cryocooler Systems
- Electrophoresis Analysis Equipment
- Flow Cytometry Equipment
- Gas Chromatography Equipment
- Laboratory Incubators, Pumps, Dryers
- Liquid Handling Equipment
- Mass Spectrometers
- Microarray Imaging Microscopes
- Microplate Spectrometers
- Microarray Imaging Microscopes
- Microplate Instrumentation
- Oxygen Measurement Instruments
- Particle Analysis and Characterization Systems
- Pharmaceutical Tablet Testing Equipment

CBT Hours

0-60

Trainees may receive any of the following:

BUSINESS SKILLS

- Advanced Negotiation (1.5 hrs.)
- Building Constructive Communications (4 hrs.)
- Communicating for Results (4 hrs.)
- Communicating is a Contact Sport (1 hrs.)
- Efficiency Workflow (1 hrs.)
- Individual Transitions in Organizations (2 hrs.)
- Innovation and Influence (1 hrs.)
- Managing for Performance (1 hrs.)
- Managing Organizational Transition (1hrs.)
- Strategic Planning (2 hrs.)

CONTINUOUS IMPROVEMENT SKILLS

- Process Improvement (1 hrs.)
- Problem Solving Tools and Techniques (2.5 hrs.)

- Leadership/Coaching Skills (4 hrs.)
 - Effective Teams
 - Facilitation Skills and Mentorship
 - Leading the Global Workforce
- Product Marketing for Engineers (2.5 hrs.)
- Technical Presentation Skills (1 hrs.)
- Marketing Promotion and Strategy (1.5 hrs.)
- Advanced Customer Communications and Awareness (2 hrs.)
- Effective Teams (3 hrs.)

COMPUTER SKILLS

- Advanced CAD/CAM Applications (4 hrs.)
- Advanced Project Management Software (4 hrs.)
- Computer Assisted Design (1 hr.)
- Database Design (2 hrs.)
- Electronic Record Management (.5hrs)
- Manufacturing Resource Planning (1 hr.)
- SAP Management and Manufacturing Control Systems (3 hrs.)

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:
Bonney Plumbing, LLC
Contract Number: ET22-0292

Panel Meeting of: March 25, 2022

ETP Regional Office: Sacramento

Analyst: K. Mam

PROJECT PROFILE

Contract Attributes:	Priority Rate Retrainee SET Job Creation Initiative Veterans	Industry Sector(s):	Construction (C) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Sacramento, Contra Costa	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: 215	U.S.: 215	Worldwide: 215
<u>Turnover Rate:</u>	17%		
<u>Managers/Supervisors:</u> (% of total trainees)	N/A		

FUNDING DETAIL

In-Kind Contribution
\$506,020

Total ETP Funding
\$319,930

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, Comm'l. Skills, Computer Skills, Literacy Skills, PL-Comm'l. Skills	170	8-200	0	\$1,518	\$29.41
				Weighted Avg: 66			
2	Retrainee Priority Rate SET Job Creation Initiative	Business Skills, Comm'l. Skills, Computer Skills, Literacy Skills, PL-Comm'l. Skills	30	8-200	0	\$1,679	\$24.00
				Weighted Avg: 73			
3	Retrainee Priority Rate SET Veterans	Business Skills, Comm'l. Skills, Computer Skills, Literacy Skills, PL-Comm'l. Skills	5	8-200	0	\$2,300	\$29.41
				Weighted Avg: 100			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: Job Numbers 1 & 3 (SET/Priority Industry): \$29.41 per hour
Job Number 2 (SET/Job Creation): \$17.64 per hour for Sacramento and Contra Costa 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 Numbers 1 & 3.

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1 (Retrainees)		
Technician		100
Tech Installer/Logistics		35
Team Lead		20
Consultant		15
Job Number 2 (Job Creation)		
Technician		5
		10
Tech Installer/Logistics		5
Team Lead		5
Consultant		1
		4

Job Number 3 (Veterans)		
Technician		2
Tech Installer/Logistics		2
Consultant		1

INTRODUCTION

Founded in 1978 and headquartered in Rancho Cordova, Bonney Plumbing, LLC (Bonney Plumbing) (www.bonney.com) provides heating, ventilation, air conditioning, electrical, plumbing installation, and repair diagnostic services to residential homeowners and tenants. Bonney Plumbing operates within the residential construction segment and does not compete with commercial HVAC, electrical entities. Training will take place at Bonney Plumbing's locations in Rancho Cordova and Concord.

Veterans Program

Bonney Plumbing actively recruits Veterans with a marketing campaign that aims to attract and give preference to Veterans. The Company also partners with "Hire a Vet" and "Troops to Trade" which are organizations that aid in placing local Veterans. Under this training proposal, Bonney Plumbing will train five incumbent Veterans (Job Number 3).

PROJECT DETAILS

This is Bonney Plumbing's second ETP Contract, the second in five years. Previous training focused on new equipment and code changes required from California Title 24 mandates. Training under this proposal will continue training efforts on updated mandates and creating more energy efficient systems.

The Company has experienced an increase in services in in-home efficiency and has implemented several training programs to certify its employees on new equipment, processes and diagnostics. The program will require extensive training on installation and retrofitting water saving heat pumps and water heaters; and WiFi water metering and irrigation controllers. Certifications include Home Energy Auditing, Air Filtration, Blower Door/Weatherization, Duct Testing and Natural Gas Appliance Testing (NGAT).

The Company has also expanded its services to include green energy efficient upgrades and water mitigation. The Company has invested over \$160k on new equipment including energy audit equipment, trenching equipment, heat pump water heaters and furnaces.

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.

Bonney Plumbing has recently expanded its services to the East Bay by acquiring a Concord location. The Company will hire 30 new employees (Job Number 2) to meet the demands of the new customer base. The date-of-hire for trainees will be within the three-month period before contract approval or within the term-of-contract.

Training Plan

Training will be delivered via Classroom/Laboratory, E-Learning/Videoconferencing and Productive Lab (PL) by in-house experts and vendors as needed in the following:

Business Skills: Training will be offered to all occupations and focus on improving communication skills with training topics including Active Listening Skills, Connecting with Clients Through Body Language and Effective Customer Service.

Commercial Skills: Training will be offered to all occupations and focus on new equipment and certifications. Training topics include Advanced A/C Systems, Certification NGAT and Heat Pump Water Heaters.

Computer Skills: Training will be offered to all occupations and focus on the Company's internal software. Training topics include Service Titan (The Bonney Tech System, proprietary HVAC Management Software) Skills, Trenchless Video X-Ray, and Tablet Applications for Field Sales and Technicians Scheduling Installation.

Literacy Skills: Training will be offered to all occupations and focus on improving English speaking skills for its employees on English as a Second Language.

Productive Laboratory (PL)

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.

Bonney Plumbing is requesting PL-Commercial Skills training for Technicians, Tech Installers/Logistics and Team Leads. Training will focus on HVAC and plumbing tools, equipment, testing equipment under the direction and supervision of a trained and certified master technician. PL training will allow the Company to train staff to extend technical learning under practical working conditions without creating an excess of waste. PL training will focus on training topics such as Air Conditioning Systems, On Demand Hot Water Systems, and WiFi Enabled Water Metering Systems Wiring.

Due to the complexity of the equipment the Company is requesting 100 hours of PL with a trainer-to-trainee ratio of 1:1.

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 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 \$39.21 per hour to \$29.41 per hour). The Company requests this modification.

Commitment to Training

Bonney Plumbing invests \$495,250 annually on training for all its facilities and includes new hire orientation and safety training. ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

The HR Manager and two administrative staff members will be responsible for overseeing all aspects of the training project including scheduling training, tracking hours, and collecting rosters. Additionally, the Company has retained a third-party administrator with extensive ETP administration experience to work closely with staff to complete the project successfully.

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 \$ %
ET18-0207	Sacramento	06/04/18 – 06/03/20	\$249,960	\$249,867 (99%)

DEVELOPMENT SERVICES

Synergy Management Consultants, LLC in Grass Valley assisted with development of this proposal for a flat fee of \$18,000.

ADMINISTRATIVE SERVICES

Synergy Management Consultants, LLC 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:

BUSINESS SKILLS

- Active Listening Skills
- Building Strong Relationships (Mapping, Brainstorming, and Journaling)
- Building Trust
- Conflict Resolution
- Connecting with Clients Through Body Language
- Customer Needs Assessment
- Effective Customer Service
- How to be an Effective Communicator
- Intra-Company Communication/Advanced Communication
- Negotiation Skills
- Persuasion Strategies
- Presentation Skills in the Field
- The 6 Steps of Planning and Execution
- Understanding and Managing Expectations

COMMERCIAL SKILLS

- Advanced A/C Systems
- Air Quality Diagnostics
- Attic Insulation Safety
- Certification - Home Energy Auditing
- Certification - Air Filtration
- Certification - Duct Testing
- Certification - Natural Gas Application Testing
- Certifications - Blower Door/Weatherization
- Connected Home Technology
- COVID Safety Factors
- Driver Safety
- Electrical Hazards Safety
- Equipment Safety
- Fixtures and Faucets including Install
- Gas and Fuel Systems
- Heat Pump Systems
- Heat Pump Water Heaters
- High Flow WiFi Water Metering Systems
- Identifying Waste Products
- Insulating Methodologies
- Inverter Technology
- Ladder Safety
- Lifting Safety
- Maintenance Tune Up Procedures
- Metering Devices

- Nest System Controls/Smart System
- On Demand Water Heating Systems
- Pipes and Supply Lines
- Plumbing Code
- System Sizing
- Trenchless Systems and Tooling
- Valves
- Video Inspection
- Waste Products Remediation Analytics
- Waste Remediation Planning
- Waste Removal Solutions
- Wifi Enable Smart Water Meters
- WiFi Irrigation Systems
- Work Site Safety

COMPUTER SKILLS

- Microsoft Office and Google Suites (Excel, Word, Power Point, Database Systems - Intermediate and Advanced)
- Service Titan (The Bonney Tech System, proprietary HVAC management software) Skills
- Tablet Applications for Field Sales and Technician Scheduling and Installation
- Trenchless Video X-Ray
- Using Tablets in the Field
- Water Leak Video Inspection Tools
- Zoom and Microsoft Teams

LITERACY SKILLS

- English as a Second Language

Literacy Training cannot exceed 45% of total training hours per-trainee.

PL Hours (Ratio 1:1)

0-100

Trainees may receive any of the following:

COMMERCIAL SKILLS

- Air Conditioning Systems
- Air Quality Diagnostics and Methodologies
- Cast Iron Pipe and Fittings
- Copper Pipe and Fittings
- Disposals
- Fixtures and Faucets including Install
- Gas and Fuel Systems
- Heat Pump Water Heaters
- HVAC Maintenance Service
- Inverter Type Systems
- Locating Buried Water and Sewer Lines
- Metering Devices

- Motors
- On Demand Hot Water Systems
- Pipes and Supply Lines
- Plumbing Maintenance Tasks
- System Controls/STS Systems
- Thermostats
- Trenchless Replacements
- Tune Up Procedures
- Ventilation Systems
- Venting
- Whole Home Fans
- WiFi Enabled Water Metering Systems Wiring

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

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



Training Proposal for:
**California Field Ironworkers Apprenticeship Training and
 Journeyman Retraining Fund – Northern CA**

Contract Number: ET22-0957

Panel Meeting of: March 25, 2022

ETP Regional Office: Sacramento

Analyst: J. Dongallo

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate Apprenticeship Veterans	Industry Sector(s):	Construction (C) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Northern and Central California	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No International Brotherhood of Ironworkers Locals 118, 155, 377 and 378		
Turnover Rate:	≤20%		
Managers/Supervisors: (% of total trainees)	N/A		

FUNDING DETAIL

Program Costs	+	Support Costs	=	Total ETP Funding
\$556,767		\$40,901 Job Numbers 1, 2 & 4: 8%; Job Number 3: 20%		\$597,668

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

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Journeyworker	Commercial Skills, OSHA 10/30	27	8-200	0	\$664	\$45.73
				Weighted Avg: 27			
2	Retrainee Apprentice	Commercial Skills, OSHA 10/30	465	8-210	0	\$1,155	\$29.41
				Weighted Avg: 60			
3	Retrainee Apprentice Veterans	Commercial Skills, OSHA 10/30	20	8-210	0	\$1,267	\$29.41
				Weighted Avg: 60			
4	Retrainee Pre-Apprentice	Commercial Skills, OSHA 10/30	15	8-200	0	\$1,155	\$29.41
				Weighted Avg: 60			

*Post-Retention Wage is the Contractual Wage

Minimum Wage by County: Job Numbers 1-4 (SET/Priority Industry): \$29.41 per hour Statewide Average Modified 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 \$4.26 per hour may be used to meet the Post-Retention Wage for Job Number 2 and 3.
 Up to \$6.54 per hour may be used to meet the Post-Retention Wage for Job Number 4.
 These amounts have been verified in the collective bargaining agreement wage tables.

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Journeyworker		27
Apprentice Ironworker		465
Veteran Apprentice Ironworker		20
Pre-Apprentice Ironworker		11
		4

INTRODUCTION

The California Field Ironworkers Apprenticeship Training and Journeyman Retraining Fund – Northern California (NorCal Ironworkers) (www.universityofiron.org) seeks funding to train Journeyworker, Apprentice, and Pre-Apprentice Ironworkers who primarily work in Solano, Contra Costa, San Francisco, San Jose, Fresno, and Sacramento counties. NorCal Ironworkers operates training centers equipped with the newest training aids and technology in Sacramento, Fresno, San Francisco, San Jose and Benicia.

The training centers are a partnership created in collective bargaining between four International Brotherhood of Ironworker local unions (Local 118 in Sacramento, Local 155 in Fresno, Local 377

in San Francisco and Local 378 in Benicia); and some 600 signatory employers. The four local JATCs sponsor three Ironworker apprentice programs as funded through the central trust. This is NorCal Ironworkers' eighth ETP Contract, and the seventh in the last five years.

Veterans Program

The curriculum for Veteran trainees will be the same as Apprentice training outlined above, and reimbursed at the same rate as other Apprentices. These trainees are in a separate Job Number to better track performance for this cohort, toward the goal of improved outreach for Veterans.

NorCal Ironworkers works in cooperation with Helmets to Hardhats, a national joint labor-management program. (<http://www.ironworkers.org/become-an-ironworker/helmets-to-hardhats>) This program helps Veterans transition into the civilian workforce. NorCal Ironworkers' website advertises special days just for Veterans to apply for the apprenticeship program. Veterans who apply for an apprenticeship can skip the first stage (the written assessment) and go to the second stage (the interview). If eligible, veterans will start as first year apprentices, not as pre-apprentices.

Apprenticeship Program

The Panel is authorized to fund 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 is designed to supplement cost of delivery for the Related and Supplemental Instruction (RSI) portion of DAS-approved apprenticeship training. Depending on the type of trade, apprenticeship programs vary in length. In this case the program is four years.

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

To ensure ETP does not displace Montoya Funds, Apprenticeship reimbursement is reduced by \$5, reducing the priority industry rate from \$23 to \$18 per class/lab hour. The ETP wage for Apprentices is no less than \$29.41 per hour. However, the actual wages paid are shown in the Training Plan Table for the Panel's information.

PROJECT DETAILS

The primary purpose of the program is to help Apprentices and Journeyworkers by providing training in the various phases of the iron welding industry. The program is designed to assist individuals in becoming familiar with the different facets of the trade and to increase the number and variety of employment opportunities available. Additionally, the program will improve the quality of craftsmanship in the industry and train skilled workers that employers will need to successfully bid for more work.

Demand for skilled Ironworkers remains strong, especially for workers with advanced welding skills. The NorCal Ironworkers have developed and customized a national ironworker curriculum to address local needs. Both Journeyworkers and Apprentices work on the construction of local hospitals, schools, hotels, recreational areas, parking structures, freeways, rail stations and bridges. Training will expand trainees' skills in preparation for projects in the Northern and Central California regions. The training will prepare ironworkers to work on large construction projects

including the Sacramento Courthouse, high speed rail project in Fresno, Sutter Hospitals in Stockton, numerous state buildings, high rise buildings in Oakland and roadwork all throughout California.

Historically, Ironworkers mainly worked with wrought iron. However, due to advancements made in the building trades, Ironworkers use many different materials including ferrous and non-ferrous metals, plastics, glass, concrete and composites. Training will ensure trainees have the skills and knowledge to work with a variety of materials required in their industry.

In addition to new construction projects, NorCal Ironworkers estimates that 40% of its members will retire in the next 10 years. This will generate increased demand for apprentices. The training to be provided under this proposal will help meet the need for highly skilled Ironworkers (Apprentices and Journeyworkers) throughout Northern California.

Training Plan

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

Commercial Skills: Journeyworker training will bring work skills up-to-date, as required by participating employers. Apprentice training will give workers the knowledge required to reach the Journeyworker level. Pre-Apprentice training will prepare trainees for the apprenticeship program. Courses include Advanced Welding, Architecture Designs and Advanced Plan Reading, Energy Audits, Heat Stress Safety, Mine Safety and Health Administration, Post Tensioning, Qualified Rigger, Rebar Detailing, Scaffold Erector, Subpart R (Steel Erection) and Welding and Burning.

OSHA 10/30: Apprentice and Journeyworker trainees will receive either OSHA 10 or OSHA 30 training and Pre-Apprentices may receive OSHA 10 training in a series of courses “bundled” by industry sector and occupation. The coursework is geared to construction work, and must be approved by Cal-OSHA. The instructors must be certified by Cal-OSHA as well. Completion of the training results in a certificate that expands employment opportunities. OSHA 10/30 is not included in the 10% limitation on safety training.

Commitment to Training

ETP funding will not displace NorCal Ironworkers financial commitment to training. Signatory employers will continue to make contributions to the training trust for every hour worked by, Journeyworkers, Apprentices, Pre-Apprentices and Veteran Apprentices. General safety training is provided by participating employers in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

The Apprenticeship Director and an Administrative Assistant who were involved in previous ETP training Contracts, will assist with administration. Designated staff will coordinate training and review attendance rosters for ETP compliance. NorCal Ironworkers also retained a third party administrator to provide administrative services. Training will be delivered by in-house experts.

Marketing and Support Costs

NorCal Ironworkers requests 8% in support costs for Job Numbers 1, 2, and 4, and 20% in support costs for Job Number 3 for current and ongoing efforts in marketing and recruitment. NorCal Ironworkers also conducts ongoing assessments of employer-specific job requirements. Open houses will be held both for workers and for employers. In Benicia, potential ironworkers tour the

facility and talk with the staff about careers in ironworking. Employer open houses will provide an opportunity for company owners, project managers, and company safety representatives to observe and evaluate the Ironworkers Qualified Rigger and Signalman Training Program and speak with staff members and trainees.

NorCal Ironworkers and the various local unions (118, 155, 377 and 378) will publicize the availability of training through their websites, direct mailings, brochures/flyers, personal contacts, telephone calls, public service announcements and e-mail announcements. It will also promote this training program at labor-management meetings and industry assemblies, site visits to local schools, trade shows, industry meetings, and vocational outreach organizations.

Trainer Qualifications

NorCal Ironworkers has nine full-time trainers and 24 part-time trainers. The trainers are former or current ironworkers and are experts in the areas that they teach.

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 Contractor's performance under an active ETP Contract:

Contract No.	Approved Amount	Term	No. Trainees (Estimated)	No. Completed Training	No. Retained	Potential Earnings (Based on Tracked Hours) (\$ %)
ET21-0945	\$377,543	10/5/2020 – 10/4/2022	234	0	0	\$379,452 (100%)

Based on ETP Systems, 19,704 reimbursable hours have been tracked for potential earnings of \$379,452 (100% of approved amount). The Contractor projects final earnings of 100% based on training currently committed to by employers and in progress through 10/4/2022.

PRIOR PROJECTS

The following table summarizes performances by NorCal Ironworkers under previous ETP Agreements that were completed within the last five years:

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
ET20-0936	Northern & Central California	11/04/2019 – 11/03/2021	\$745,190	\$745,190 (100%)
ET19-0926	Northern & Central California	10/08/2018 – 10/07/2020	\$948,182	\$948,182 (100%)
ET18-0911	Northern & Central California	10/02/2017 – 10/11/2019	\$530,465	\$530,465 (100%)
ET16-0924	Northern & Central California	06/06/2016 – 06/05/2018	\$518,825	\$518,825 (100%)

DEVELOPMENT SERVICES

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

ADMINISTRATIVE SERVICES

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

TRAINING VENDORS

N/A

Exhibit B: Menu Curriculum

Class/Lab Hours

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

Journeyworker

COMMERCIAL SKILLS

- Advanced Welding
- Architecture Designs and Advanced Plan Reading
- Army Corps of Engineers EM3851-1 (new)
- Blueprint Reading
- Energy Audits
- Forklift Training
- Heat Stress Safety
- Layout and Instruments
- Lead in Construction
- Mine Safety and Health Administration (MSHA)
- MSAJ (Mine Safety and Health Administration)
- OSHA 510
- Post Tensioning Certification
- Proper Equipment Set-Up (Green Training)
- Proper Installation and Use of Testing and Auditing Materials and Equipment (Green Training)
- Qualified Rigger
- Rigging Review
- Safe Working Practices (Training is capped 10% of a trainee's total hours)
- Scaffold Erector
- Scaffold User
- Subpart R (Steel Erection)
- Understanding New Technologies and Changes to Industry Standards (Green Training)
- Welding and Burning

OSHA 10/30 (Certified OSHA Instructor)

- OSHA 10
- OSHA 30

Class/Lab Hours

8-210 (Job Numbers 2 &3) Trainees may receive any of the following:

Apprentice and Veteran Apprentice

COMMERCIAL SKILLS

- Architectural
- Architectural Safe Work Practices
- Army Corps of Engineers EM3851-1 (new)
- Blueprint Reading

- Cranes (Includes Scaffold Erector / Dismantler)
- First Aid/CPR
- Foreman Training
- Green Construction For Ironworkers
- Heat Stress Safety (new)
- Lead In Construction
- Measurement And Math
- Mixed Base (Intro To Blueprint & Math)
- Oxy-Fuel and Welding Safe Work Practices
- Post Tensioning
- Precast / Metal Building (Includes Scaffold User)
- Rebar Detailing
- Reinforcing Safe Work Practices
- Rigging and Forklift Training
- Rigging Safe Work Practices
- Structural
- Structural Safe Work Practices, Subpart R Steel Erection
- Welding

OSHA 10/30 (Certified OSHA Instructor)

- OSHA 10
- OSHA 30

Class/Lab Hours

8-200 (Job Number 4) Trainees may receive any of the following:

Pre-Apprentice

COMMERCIAL SKILLS

- Green Training
- Firewatch Training
- Heat Stress Safety
- Traffic Flagger
- Welding I and Welding II

OSHA 10/30 (Certified OSHA Instructor)

- OSHA 10
- OSHA 30

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

Note: Reimbursement for training is capped at 200 total training hours per trainee for Job Numbers 1 and 4 per trainee. Reimbursement is capped at 210 total hours per trainee for Job Numbers 2 and 3 per trainee.



Training Proposal for:

**California Field Ironworkers Apprenticeship Training and
Journeyman Retraining Fund - Southern California**

Contract Number: ET22-0958

Panel Meeting of: March 25, 2022

ETP Regional Office: Sacramento

Analyst: J. Dongallo

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate Apprenticeship Veterans	Industry Sector(s):	Construction (C) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Southern California	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No International Brotherhood of Ironworkers Locals 433, 416 and 229		
Turnover Rate:	≤20%		
Managers/Supervisors: (% of total trainees)	N/A		

FUNDING DETAIL

Program Costs	+	Support Costs	=	Total ETP Funding
\$555,336		\$41,904 Jobs 1 & 2: 8% Job 3: 20%		\$597,240

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

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Journeyworker	Commercial Skills, OSHA 10/30	63	8-200	0	\$590	\$41.00
				Weighted Avg: 24			
2	Retrainee Apprentice	Commercial Skills, OSHA 10/30	452	8-210	0	\$1,155	\$29.41
				Weighted Avg: 60			
3	Retrainee Apprentice Veterans	Commercial Skills, OSHA 10/30	30	8-210	0	\$1,267	\$29.41
				Weighted Avg: 60			

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

Minimum Wage by County: Job Numbers 1-3 (SET/Priority Industry): \$29.41 per hour
Health Benefits: Yes No This is employer share of cost for healthcare premiums – medical, dental, vision.
Used to meet the Post-Retention Wage?: Yes No Maybe
 Up to \$3.33 per hour may be used to meet the Post-Retention Wage for Job Numbers 2 and 3. This amount has been verified in the collective bargaining agreement wage table.

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Journeyworker		63
Apprentice Ironworker		452
Veteran Apprentice Ironworker		30

INTRODUCTION

The California Field Ironworkers Apprenticeship Training and Journeyman Retraining Fund – Southern California (SoCal Ironworkers) (www.universityofiron.org) seeks funding to train Journeyworker and Apprentice Ironworkers in Southern California. SoCal Ironworkers has served the industry’s training needs since 1946. A total of 4,907 Ironworker Journeyworkers work in the area. The central training facility is located in La Palma, where Journeyworkers and Apprentices from throughout Southern California attend training. A second training facility is located in San Diego.

The Training Centers are a partnership between three International Brotherhood of Ironworker local unions (Local 433 in the City of Industry and San Bernardino; Local 416 in Norwalk; and Local 229 in San Diego) and signatory employers. Each local acts as an apprenticeship program sponsor, in partnership with signatory employers, under three separate Ironworker Joint Apprenticeship Training Committees created through collective bargaining. Each program is

separately registered with the Division of Apprenticeship Standards (DAS). This is SoCal Ironworkers eighth ETP Contract; and the sixth in the last five years.

Veterans Program

The Veteran training curriculum will be the same as Apprentice training outlined above. These 30 Veteran trainees are in a separate Job Number to better track performance toward the goal of improved outreach for Veterans.

SoCal Ironworkers recruits Veterans in cooperation with Helmets to Hardhats, a national joint labor-management program that recognizes the link between skills acquired in military service and the building trades. On its website, SoCal Ironworkers advertises special days for Veterans to visit certain locations and apply for the apprenticeship program. Veterans who apply for an apprenticeship can skip the first stage (the written assessment) and go the second stage (the interview). These efforts on the part of SoCal Ironworkers has led to success in serving Veterans.

Apprenticeship Program

The Panel is authorized to fund 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 is designed to supplement cost of delivery for the Related and Supplemental Instruction portion of DAS-approved apprenticeship training. Depending on the type of trade, apprenticeship programs vary in length. In this case, the program is four years.

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

To ensure ETP does not displace Montoya Funds, Apprenticeship reimbursement is reduced by \$5, reducing the priority industry rate from \$23 to \$18 per class/lab hour. The ETP wage for Apprentices is no less than \$29.41 per hour. However, the actual wages paid are shown in the Training Plan Table for the Panel's information.

PROJECT DETAILS

The program provides training to help Apprentices and Journeyworkers in the various phases of the iron welding industry. Training is designed to assist individuals to become familiar with the different facets of the trade and to increase the number and variety of employment opportunities available. Training also improves the quality of craftsmanship and worker skills that employers need to successfully bid for more work.

Demand for skilled Ironworkers remains strong, especially workers with advanced welding skills. Both Journeyworkers and Apprentices work on the construction of local hospitals, schools, hotels, recreational areas, parking structures, freeways, rail stations and bridges. Training will expand worker skills in preparation for projects in the Los Angeles, Riverside and Orange counties. Current construction projects include the Aztec Stadium in San Diego, San Onofre Nuclear Power Plant decommission, Water Treatment Plant in Oceanside, SOFI & L.A. Clippers stadium, the LAX Airport expansion and multiple high rise and high way bridge expansions.

In addition to new construction projects, SoCal Ironworkers estimates that 40% of its members will retire in the next decade. This will generate increased demand for apprentices. The training to be provided under this proposal will help meet the need for highly skilled Ironworkers (Apprentices and Journeyworkers) throughout Southern California.

The SoCal Ironworkers are making strides in attracting women apprentices. To support women in the ironworking trade and increase the number of women apprentices, SoCal Ironworkers continues to participate in the Women Building Nations Conference. This conference is sponsored by the State Building and Construction Trades Council of California. Participation in this conference and continued outreach to women will allow SoCal Ironworkers to increase diversity within the ironworking industry.

Training Plan

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

Commercial Skills: Training will be offered to Journeyworkers and Apprentices to develop the skills levels required in the construction industry. Courses include Advanced Welding, Blueprint Reading, Rigging Review, Post Tensioning Certification, Proper Equipment Set-Up (Green Training), Welding and Burning, Foreman Training, Precast/Metal Building (Includes Scaffold User) and Rebar Detailing.

OSHA 10/30: Journeyworkers and Apprentices may receive OSHA 10/30. This training is a series of courses “bundled” by industry sector and occupation. Completion of the training results in a certificate that expands employment opportunities. Typically, OSHA training is delivered to workers in the building trades. This training is not required as a condition of doing business in California. Note: To ensure that each trainee receives certification, ETP will only consider payment earned upon completion of the full course. OSHA 10/30 is not included in the 10% limitation on safety training.

Commitment to Training

ETP funding will not displace SoCal Ironworkers financial commitment to training. Signatory employers will continue to make contributions to the training trust for every hour worked by Apprentices and Journeyworkers. General safety training is provided by participating employers in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

The Apprenticeship Coordinator and two Training Coordinators, who were involved in previous ETP training Contracts, will oversee administration. The staff will coordinate training and review attendance rosters for ETP compliance. SoCal Ironworkers employ four full-time and numerous part-time trainers to deliver all training and document the training in accordance with ETP regulations. SoCal Ironworkers have retained a third party administrator to provide administrative services.

Marketing and Support Costs

SoCal Ironworkers are requesting 8% in support costs for Job Numbers 1 and 2, and 20% for Job Number 3 to fund recruitment and conduct ongoing assessments of employer-specific job requirements. Five staff people in the various SoCal Ironworker locations will assist with marketing, recruitment, needs assessments and scheduling.

SoCal Ironworkers and the three union locals (433, 416 and 229) will publicize the availability of training through their website, direct mailings, brochures/flyers, personal contacts, telephone calls, public service announcements and e-mail announcements. It will promote this training at labor-management meetings and industry assemblies, site visits to local schools, trade shows, industry meetings, and vocational outreach organizations. Staff recommends the 8% in support costs for Job Numbers 1 and 2; and 20% in support costs for Job Number 3.

Trainer Qualifications

SoCal Ironworkers has numerous full-time and part-time trainers. Trainers are former or current ironworkers and are experts in the areas that they teach.

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 Contractor's performance under an active ETP Contract:

Contract No.	Approved Amount	Term	No. Trainees (Estimated)	No. Completed Training	No. Retained	Potential Earnings (Based on Tracked Hours) (\$ %)
ET21-0946	\$375,085	10/5/20 – 10/4/22	308	0	0	\$375,085 (100%)

Based on ETP Systems, 19,704 reimbursable hours have been tracked for potential earnings of \$379,452 (100% of approved amount).

PRIOR PROJECTS

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

Agreement No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
ET20-0935	Southern California	11/04/19 – 11/03/21	\$740,505	*\$240,505 (33%)
ET19-0925	Southern California	10/08/18 – 10/07/20	\$948,818	\$948,818 (100%)
ET18-0910	Southern California	10/02/17 – 10/01/19	\$511,010	\$511,010 (100%)
ET16-0927	Southern California	06/06/16 - 06/05/18	\$511,010	\$511,010 (100%)

*ET20-0935: Based on ETP Systems, 42,428 hours have been tracked for potential earnings of \$820,357 (110% of approved amount). Final invoices have been submitted for review and approval. The Company should reach final earnings of 100% based on training hours tracked.

DEVELOPMENT SERVICES

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

ADMINISTRATIVE SERVICES

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

TRAINING VENDORS

N/A

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

8-200 (Job Number 1)

Journeyworker Training

Trainees may receive any of the following:

COMMERCIAL SKILLS

- Advanced Welding
- Architecture Designs and Advanced Plan Reading
- Army Corps of Engineers EM3851-1 (new)
- Blueprint Reading
- Energy Audits
- First Aid/CPR
- Forklift Training
- Heat Stress Safety
- Layout and Instruments
- Lead in Construction
- Mine Safety and Health Administration
- OSHA 510
- Post Tensioning Certification
- Proper Equipment Set-Up (Green Training)
- Proper Installation and Use of Testing and Auditing Materials and Equipment (Green Training)
- Qualified Rigger
- Rigging Review
- Safe Working Practices
- Scaffold Erector
- Scaffold User
- Subpart R (Steel Erection)
- Understanding New Technologies and Changes to Industry Standards (Green Training)
- Welding and Burning

OSHA 10/30 (Certified OSHA Instructor)

- OSHA 10
- OSHA 30

Class/Lab Hours

8-210 (Job Numbers 2 & 3)

Apprentice Training

Trainees may receive any of the following:

COMMERCIAL SKILLS

- Architectural
- Architectural Safe Work Practices
- Army Corps of Engineers EM3851-1 (new)
- Blueprint Reading
- Cranes (Includes Scaffold Erector/Dismantler)
- Foreman Training
- Green Construction For Ironworkers
- Heat Stress Safety
- Lead In Construction
- Measurement And Math
- Mixed Base (Intro To Blueprint & Math)
- Oxy-Fuel and Welding Safe Work Practices
- Post Tensioning
- Precast/Metal Building (Includes Scaffold User)
- Rebar Detailing
- Reinforcing Safe Work Practices
- Rigging and Forklift Training
- Rigging Safe Work Practices
- Structural
- Structural Safe Work Practices, Subpart R Steel Erection
- Welding

OSHA 10/30 (Certified OSHA Instructor)

- OSHA 10
- OSHA 30

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

Note: Reimbursement for training is capped at 200 total training hours per trainee for Job Number 1; and 210 total hours per trainee for Job Numbers 2 and 3.



**Training Proposal for:
California Labor Federation, AFL CIO**

Contract Number: ET22-0956

Panel Meeting of: March 25, 2022

ETP Regional Office: PPU-Central Office

Analyst: C. Hoyt

PROJECT PROFILE

Contract Attributes:	Priority Rate Retrainee Apprenticeship	Industry Sector(s):	Construction (C) 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 International Brotherhood of Electrical Workers (IBEW) Local Union No. 234, Local Union No. 413, Local Union No. 595, Local Union No. 684, Local Union No. 639		
Turnover Rate:	≤20%		
Managers/Supervisors: (% of total trainees)	N/A		

FUNDING DETAIL

Program Costs	+	Support Costs	=	Total ETP Funding
\$554,980		\$38,407 8%		\$593,387

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

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Journeyworker	Commerical Skills OSHA 10/30; Business Skills; Computer Skills	20	8-200	0	\$984	\$42.25
				Weighted Avg: 40			
2	Retrainee Apprentice	Commerical Skills OSHA 10/30	271	8-210	0	\$2,117	\$29.41
				Weighted Avg: 110			

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

<p>Minimum Wage by County: Jobs 1-2: ETP SET Minimum Wage \$29.41/hr.</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 \$6.71 per hour may be used to meet the Post-Retention Wage in Job Number 2. This amount has been verified in the collective bargaining agreement wage tables.</p>

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1: Journeyworker		
Electrician/Inside Wireman		20
Job Number 2: Apprentice		
Electrician/Inside Wireman		57
		214

INTRODUCTION

Founded in 1901, The California Labor Federation, AFL-CIO (CALFED) is an organization dedicated to promoting and defending the interests of working people and their families for the betterment of California’s workforce. CALFED is comprised of more than 1,200 AFL-CIO unions, representing 2.1 million employees working in the manufacturing, retail, construction, hospitality, public sector, health care, entertainment, green tech and transit industries. This project will train Electricians and Inside Wiremen from five small Joint Apprenticeship Training Committee’s (JATC) Statewide. Training will allow trainees to learn skills that are in demand for commercial and industrial construction, public infrastructure projects, and “green” construction. This will be CALFED’s fifteenth project and tenth in the last five years.

CALFED’s project acts as a lead for smaller apprentice programs that do not have the staff capacity to hold their own ETP contract. Many of the JATC’s listed in this project have either part-time or no administrative assistance. These small programs operate in rural communities the state including Fresno, Bakersfield, Tracy, Stockton, Santa Barbara, and outlying areas of the Central Valley and Modesto. Each JATC is a DAS-approved Apprenticeship program sponsor. The Apprentice programs, their respective LEA’s and the associated locals that will participate under this project are below:

- Tri-County Electrical JATC - Local No. 234 IBEW
LEA: Hartnell Community College
- Santa Barbara County Electrical JAC - Local No. 413 IBEW
LEA: LA County Office of Education and Allan Hancock Community College
- San Joaquin & Calaveras Counties Electrical JATC - Local No. 595 IBEW
LEA: San Joaquin Delta Community College
- Central Valley Electrical JATC - Local No. 684 IBEW
LEA: Stanislaus County Office of Education
- San Luis Obispo County JATT - Local No. 639 IBEW
LEA: Los Angeles Unified School District, Division of Adult and Career Education

Veterans Program

CALFED is committed to supporting job-related training that helps Veterans transition into the California workforce. Participating JATCs recruit Veterans in cooperation with programs like Helmets to Hardhats, a national joint labor-management program that recognizes the link between skills acquired in military service and the building trades. In order to recruit and retain Veterans, individual JATCs may also advertise special days on their websites just for veterans to come in and apply for the apprenticeship program. In some cases, veterans who apply for an apprenticeship can skip the first stage (the written assessment) and go the second stage (the interview).

Although CALFED and the participating JATCs support, recruit and retain Veterans, a separate Veteran Job Number is not being requested at this time.

PROJECT DETAILS

Training in this proposal will be for Journeyworkers and Apprentices. These trainees repair and maintain electrical equipment that provide light, heat, communications and power. Training will provide workers with upskill training necessary to construct and install systems that maintain new green construction practices and materials, energy efficiency standards outlined by Leadership in Energy and Environmental Design (LEED), as well as current state law and mandates. This includes providing skills training in green construction and certifications such as Green Audits and Title 24 Lighting and Installation Codes which will help workers gain the knowledge and hone the skills necessary to work in green construction.

Additionally, the need for training is also brought on by increased employer demand for skilled workers to be able to quickly and competently adapt to new technology while continuing to approach work with high level standards of safety competency and awareness. Upskill training of workers also allows employers to be able to bid on new projects and compete with out-of-state companies. Finally, the need for training is also brought on by the need for a skilled workforce pipeline, as the aging workforce is leaving a skills gap and retirement of Journeyworkers has created a shortage of skilled Electricians needed to meet demand.

Construction projects that will be under this contract include Moss Landing Power Plant, Vandenberg Air Force Base, Lodi School District, Stanislaus County Courthouse, Morryo Bay High School and Arroyo Grande Hospital.

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 programs are each four years. The curriculum is developed with input from DAS and a designated Local Educational Agency listed above with the respective unions.

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 \$29.41 per hour. However, the actual wages paid are shown in the Training Plan Table for the Panel's information.

Training Plan

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

Business Skills: This training will be offered to Journeyworkers and will include course topics such as Team-Building, Problem-Solving, Decision-Making and Leadership Skills so that Journeyworkers can lead and participate effectively in the team environment.

Computer Skills: This training will be offered to Journeyworkers and will include course topics such as Scheduling, Planning and Modeling Software, and AutoCAD applications that provide trainees with the ability to modify blueprints; look up project requirements, build budgets and timelines; design virtual buildings and adjust computerized control systems.

Commercial Skills: This training will be offered to Apprentices and Journeyworkers for Electricians and Inside Wiremen. Courses include topics in Energy Audits, Equipment Installation, Testing, Energy Auditing, Green Awareness, Blueprint Reading, and Welding.

Certified Safety Training

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

Contract Start Date

In order to ensure that all training captured and collected CALFED is requesting a start date of 1/3/22.

Prior Clean Transportation Program (CTP) Contracts & Active COVID-19 Pilot Project

CALFED has had two prior contracts with ETP under the CTP/AB118 Program. The most recent is ET20-0804, with a term of 1/1/20 to 12/30/20. Of the estimated 966 trainees, 96 were enrolled and received training. Additionally, CALFED had a prior contract with ETP under the CTP/AB118 program ET16-0800, with a term of 8/13/15 – 8/02/17. Of an estimated 1,700 trainees, 920 were enrolled and received the minimum hours of training.

CALFED has one active contract with ETP under the COVID-19 Pilot, ET21-0273, with a term of 3/01/21 – 2/28/23 for \$200,000.

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 each JATC's respective Training Director, the JATCs' Training Coordinator, along with their staff, administrative assistants. Union representatives and trainers will assist in marketing, recruiting, conducting needs assessments, and scheduling of ETP training. The enrollee and employer data, demographics and work hour data is then sent to CALFED's third-party administrator.

Impact/Outcome

The JATCs will offer certification classes for OSHA 10/30, Green Audits, Arc Flash Safety Awareness, Building Automation Systems, Rigging and Lifting, Medical Gas Installer, Medical Gas Brazer, Foreman's Certification, Industrial Rigger Certification, SAM-TAC (Energy Storage and Micro Grids Training and Certification) and various welding certifications.

Marketing and Support Costs

CALFED is requesting 8% in support costs to fund its staff in marketing and assessment. Individual JATCs will market the Journeyworkers program training programs through their local Workforce Development Boards, direct mailings, informational flyers, personal contacts, telephone calls, public service announcements, emails, and websites. JATC's prepare multimedia materials such as videos to inform employers, workers, students, and community organizations about new apprenticeship, Journeyworkers, and green construction training opportunities.

Additional outreach and assessment, will occur for Journeyworkers and Apprentice training. Assessment of employer-specific job requirements will occur throughout the term of the contract. CALFED staff will promote the training program at the California annual apprenticeship conference, statewide WDB meetings, labor-industry meetings and CALFED annual workforce development conference. Staff recommends 8% support costs for Jobs Number 1 & 2.

Trainer Qualifications

All trainers are in-house experts who are former or current members of their construction trade and are demonstrated subject matter experts in their respective fields.

Tuition Reimbursement

CALFED 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.

Recordkeeping

Alternative Recordkeeping method is being requested.

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	Potential Earnings (Based on Tracked Hours) (\$ %)
*ET22-0253	\$462,784	1/31/22 – 1/30/24	448	0	0	(\$0 (0%))
**ET21-0955	\$190,640	10/5/20 – 10/4/22	67	0	0	(\$152,772 80%)
***ET20-0946	\$375,320	12/23/19 – 12/22/22	252	217	0	(\$371,624 99%)

*ET22-0253: This is an Expansion Fund project that was recently approved at the January 2022 panel meeting, and as such, performance is yet to be tracked.

**ET21-0955: Based on ETP Systems, 7,921 reimbursable hours have been tracked for potential earnings of \$152,772 (80%). Once training hours are uploaded and invoices submitted, the Contractor expects to earn the full award amount.

***ET20-0946: Based on ETP Systems, 19,085 reimbursable hours have been tracked for potential earnings of \$371,624 (99% of total \$375,320). The Contractor projects final earnings of 100% based on training currently committed to by employers and in progress through contract closeout.

PRIOR PROJECTS

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

Contract No.	Location (City)	Term	Approved Amount	Payment Earned (\$ %)
ET19-0916	Statewide	08/06/18 – 11/03/20	\$1,736,738	\$ 1,560,798 (90%)
ET17-0913	Statewide	11/01/16- 10/31/18	\$949,144	\$874,935 (92%)

DEVELOPMENT SERVICES

Strategy Workplace Communications, in Oakland, assisted with development of this proposal at no cost.

ADMINISTRATIVE SERVICES

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

TRAINING VENDORS

N/A

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

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

JOURNEYWORKER**COMMERCIAL SKILLS**

Codeology

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

Analog/Digital Circuit (AC/DC) Principles

- Math for Electricians
- Ohm's Law
- Generators
- Inductance/Reactance
- Series/Parallel Circuits

Grounding

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

Fire Alarm Systems and Installations

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

Fire Life Safety

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

Industrial Motor Control

- Control Relays and Timers

- Jogging and Plugging Controls
- Manual Starters and Magnetic Coils
- Push Buttons, Selector Switches, and Mechanical Devices
- Solid State Electronic Devices
- Variable Frequency Drives

Programmable Logic Control (PLC)

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

Electrical Design

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

Voice, Data, and Video

- Audio Distribution
- CCTV Security Surveillance
- Computer Networking
- Fiber Optics
- Telephonic Interconnect

Industry Specific Skills

- Advanced Instrumentation and Motor Controls
- Advanced Welding
- Aerial Lift
- Architecture Designs and Advanced Plan Reading
- Blueprints and Schematics
- Conduit Bending
- Confined Space Entry
- Electrical Project Supervision Levels I
- Electrical Project Supervision Levels II
- Energy Audits
- Firestop Installation
- Management and Monitoring of Materials
- Preparing for Leadership
- Programmable Logic Controllers
- Proper Equipment Set-Up (Green Training)
- Proper Installation and Use of Testing and Auditing Materials and Equipment
- Rigging
- Safe Working Practices
- Specialized Tools

- Testing Materials and Equipment –Proper Set-Up and Use (Green Training)
- Understanding Changes to Industry Standards (Green Training)
- Understanding New Technologies and Changes to Industry Standards
- Work Flow and Resources
- CALCTP (California Advanced Lighting Control Program)
- Advanced Lighting Control Systems
- Dimming Controls
- Lighting Control Strategies
- Line Voltage Switching Controls
- Low Voltage Switching Control
- Occupancy Sensors
- Photosensors

Energy Storage

- ESAM-TAC (Energy Storage and Micro Grids Training and Certification)
- Micro Grid
- Microgrid (ESM) Systems

OSHA 10/30

- OSHA 10
- OSHA 30

COMPUTER SKILLS

- 3-D Modeling – Virtual Construction
- Auto Computer-Aided Design (AutoCAD)
- Automated Systems Applications Scheduling & Planning Jobs
- Benchmark Software – Lean Construction
- Scheduling and Planning Jobs

BUSINESS SKILLS

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

Class/Lab & E-Learning Hours **APPRENTICE – Job Number 2**
8- 210 Job Number 2

Trainees may receive any of the following:

COMMERCIAL SKILLS

2nd Year Curriculum

- AC Systems
- AC Theory
- Blueprints Reading
- Code Calculations
- Code and Practices
- Codeology- National Electric Code- 2014 Code Book review
- Electrical Safety related work practices
- Electrical Theory
- Estimating
- Pipe Bending – Conduit Fabrication
- Test Instruments
- Transformers

3rd Year Curriculum

- AC Theory
- Blueprint Reading
- Code and Practices
- Codeology- National Electric Code- 2014 Code Book review
- Electrical Safety
- Electrical Theory
- Fire Alarm Systems
- Grounding and Bonding
- Lighting Design Basics
- NFPA 70E
- Pipe Bending – Conduit Fabrication
- Preparing For Leadership
- Rigging, Hoisting, and Signaling
- Transformers
- Test Instruments

4th Year Curriculum

- Automated Demand Response
- Building Automation
- Code and Practices
- Code Calculations
- Codeology- National Electric Code- 2014 Code Book review
- Electrical Systems
- Electrical Theory
- Grounding and Bonding
- Health Care Systems
- Lightning Protection
- Motor Controls
- Motors

- Pipe Bending – Conduit Fabrication
- Programmable Logics
- Test Instruments

5th Year Curriculum

- Automated Demand Response
- Blue Print Reading
- Building Automation
- Code Calculations
- Codeology- National Electric Code- 2014 Code Book review
- Code and Practices
- Electrical Theory
- Estimating
- Exam Prep
- Intrusion Detection
- Instrumentation
- Motor Control
- Pipe Bending – Conduit Fabrication
- Rigging, Hoisting and Signaling
- Structured Cabling
- Torque
- Transformers

All Trainees in All Years

- AC Systems
- AC Theory
- Automated Demand Response
- Blueprint Reading
- Building Automation
- Catastrophic Failure Response
- Code And Practices
- Code Book review
- Code Calculations
- Code Of Excellence
- Codeology- National Electric Code
- Electrical Safety
- Electrical Safety Related Work Practices
- Electrical Systems
- Electrical Theory
- Electronic Systems
- Energy Storage and Microgrid Training Certification's Energy Storage (ESAMATC)
- Estimating
- EVITP (Electrical Vehicle Infrastructure Training Program)
- Fall Protection
- Fire Alarm Systems
- Grounding and Bonding
- Health Care Systems
- High Voltage Cable Splicing
- Intrusion Detection
- Lighting Design Basics

- Lightning Protection
- Motor Control
- Motors
- MSHA (Mine Safety and Health Administration's Miner Site Entry Training)
- Network Technologies
- NFPA 70E (National Fire Protection Association 70E Training)
- Pipe Bending
- Preparing For Leadership
- Programmable Logics
- Refinery Safety Overview (RSO)
- Rigging, Hoisting and Signaling
- Splicing
- Structured Cabling
- Test Instruments
- Torque
- Transformers

OSHA 10/30

- 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 retraining is capped at 200 total training hours per trainee in Job Number 1 and 210 total hours for Job Number 2, regardless of the method of delivery.



Retrainee-Job Creation
Training Proposal for:
CHLB, LLC dba College Medical Center
Contract Number: ET22-0269

Panel Meeting of: March 25, 2022

ETP Regional Office: North Hollywood

Analyst: L. Vuong

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate SET Job Creation Initiative 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)	3%		

FUNDING DETAIL

In-Kind Contribution
\$565,000

Total ETP Funding
\$499,560

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 Medical Skills Training Priority Rate SET	Business Skills, Computer Skills, Continuous Impr., MS - Didactic, MS - Preceptor	503	8-200	0	\$920	\$29.41
				Weighted Avg: 40			
2	Job Creation Retrainee Medical Skills Training Priority SET	Business Skills, Computer Skills, Continuous Impr., MS - Didactic, MS - Preceptor	40	8-200	0	\$920	\$18.11
				Weighted Avg: 40			

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

Minimum Wage by County: Job Number 1 (SET/Priority): \$26.08 per hour statewide.
Job Number 2 (SET/Job Creation): \$18.11 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 \$2.46 per hour for Job Number 1 and up to \$1.91 per hour for Job Number 2 may be used to meet the Post-Retention Wage.

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1		
Administrative Support Staff		5
Certified Nursing Assistant		30
Frontline Manager/Supervisor		10
Licensed Vocational Nurse		25
Medical Assistant		20
Registered Nurse		378
Technician		35
Job Number 2 (Job Creation)		
Administrative Support Staff		2
		2
Certified Nursing Assistant		3
		1

Frontline Manager/Supervisor		2
		2
Licensed Vocational Nurse		5
		3
Medical Assistant		3
		1
Registered Nurse		11
Technician		3
		2

INTRODUCTION

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.

Veterans Program

Although there is not a Veteran's component, CMC welcomes Veteran applicants to join the hospital. Currently CMC has 20 Veterans in its workforce.

PROJECT DETAILS

This will be CMC's third ETP Contract, the third in the last five years. Training in the prior contract was devoted to the rollout of the Hospital's pacemaker services. Its current COVID Contract ET21-0327 is managing the impact of COVID-19 pandemic. Training under this proposal will concentrate on: implementing new ways to increase patient flow due to the impact of COVID-19; new employee job skills and equipment; cross-training its workforce; ongoing regulatory changes affecting healthcare industries; continuing the refinement of the COVID-19 response plan.

According to staff, CMC faces many present-day healthcare challenges. This includes: the upsurge in medically complex patient populations; improving quality of care; ongoing regulatory changes affecting the healthcare industry; reducing costs; impact of COVID-19 pandemic; keeping up with new technology; expanding outpatient services; improving the workforce's skills and competencies. CMC also faces a shortage of registered nurses and medical staff. The Hospital anticipates that increasing training and hiring new nurse graduates and medical staff to fill vacancies can address this issue. Registered Nurses and medical staff need ongoing training to grow their knowledge on procedures and treatments that will improve patient care, reduce errors, contain costs, increase productivity and insure patient safely discharge to the community.

Proposed ETP funds will help CMC deliver formalized training to its workforce and standardize processes and procedures across all departments. Workers will gain the ability to manage complex systems becoming better equipped with added education and skills to remain current with industry standards and requirements to exceed patients' expectations. Overall, training will enable CMC to successfully support its growth while providing superior patient care services,

improve clinical outcomes, demonstrate effective management of rapidly changing situations, and ensuring the quality of healthcare practices.

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. CMC will hire 40 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. Retrainee Job Creation can include backfilled positions and are not required to be “net” new hires.

To keep up with business increases and demands, CMC will hire 97 new employees over the next two years. However, CMC is asking for funding to train 40 new employees (Job Number 2) that includes Administrative Support Staff, Certified Nursing Assistant, Frontline Manager/Supervisor, Licensed Vocational Nurse, Medical Assistant, Registered Nurse, and Technician. The additional new employees will allow CMC to maintain adequate staffing ratios, support patients’ services and business capacity.

Active COVID Contract

The Company has an active contract ET21-0327 with ETP under the COVID Rapid Reemployment and Retraining Pilot, with a term of 06/28/2021 to 06/27/2023. Of an estimated 97 trainees, 97 have been enrolled and have received the minimum hours of training. Based on ETP CEF System, 312 reimbursable hours have been tracked for potential earnings of \$156,000 (80% of approved amount). CMC anticipates and projects final earnings of 100% based on training currently committed and in progress through March 2023.

Training Plan

Training will be via Class/Lab, E-Learning, and Medical Skills (Clinical and Didactic).

Business Skills: This training will be offered to all occupations and include customer service, healthcare best practices, goal setting and to improve business processes.

Computer Skills: This training will be offered to all occupations. This training is necessary to ensure the trainees have advanced knowledge of electronic medical record applications, patient billing, account receivable and order entry skills.

Continuous Improvement: This training will be offered to all occupations. This will provide skills to increase the quality of patient safety, improve family-centered care, new documentation standards, standard operating procedures, conflict resolution, communication skills, and quality improvement.

Medical Skills: This training will be offered to all Medical Professionals including 422 Nurses. Trainees will participate in Didactic and Preceptor training, based on the complexity of their patient care responsibilities. Trainees will gain a better understand of advanced clinical processes to ensure competency, maximize patient satisfaction and safety, patient assessment and care, and knowledge of specialized care and treatment.

For the MS Preceptor, each trainee will work closely with an assigned trainer to ensure competency in providing hands-on assistance to patients, as well as demonstrate proficiency in performing medical related tasks.

Frontline Worker

CMC will train frontline Managers and Supervisors. These employees are Registered Nurses who communicate and interact with patients and members, and are available to provide services at all time. 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

CMC has a current annual training budget of approximately \$560,000 for all its California facilities. Training programs include staff orientation, staff in-services, sexual harassment prevention, safety, vocational and basic skills training.

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

➤ Training Infrastructure

CMC has a detailed training plan in place and is ready to start upon Panel approval. CMC has designated a team of 15 staff that includes a Chief Nursing Officer, Director of Human Resources, Clinical Nurse Education Manager, Departmental Managers/Supervisors and a Training Coordinator to oversee ETP training and administrative responsibilities. A team of Departmental Managers/Supervisors will travel to each location to provide training, secure rosters and ensure ETP compliance. CMC has also retained a third party, National Training Company, Inc. to assist with administrative duties including enrollment, data tracking, invoicing, participation in ETP monitoring activities, and compliance with ETP requirements.

Impact/Outcome

This training proposal will help Medical Professionals upgrade skills to improve patient satisfaction, enhance and utilize internal computer systems and transition into the hospitals' acute care environment. Training will also provide trainees with the skills to advance their career in Healthcare.

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 Modifications

Trainees in Job Number 1 are employed in a priority industry; the Panel may modify the wage up to 25% below the statewide average hourly wage (from \$39.21 to \$29.41). CMC requests this wage modification of \$29.41 for trainees in Job Number 1.

All trainees in Job Number 2 (Job Creation) qualify for the ETP New Hire minimum wage of \$18.11 per hour for Los Angeles County.

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	Los Angeles	09/03/18 – 12/28/20	\$390,000	\$390,000 (100%)

DEVELOPMENT SERVICES

National Training Company, Inc. in Irvine assisted with development for a flat fee of \$15,000.

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 Hour**

8-200

Trainees may receive any of the following:

BUSINESS SKILLS

- Accounting Skills
- Advanced Customer Service Skills
- Business Processes
- Goal Setting
- Healthcare Administration Best Practices
- Operating Procedures
- Regulatory Compliance
- Strategic Planning
- Time Management

COMPUTER SKILLS

- Accounting Software
- Care Planning
- Computerized Reports/Applications
- Cyber Security Tools
- Electronic Medical Records
- File Management and Scanning Skills
- Database Management
- Microsoft Office (Advanced)
- Microsoft Office (Intermediate)
- Patient Billing/Charting
- Physician Order Entry
- Scheduling Software

CONTINUOUS IMPROVEMENT

- Case Management/Reporting
- Communication Skills
- Conflict Resolution Skills
- Documentation
- Health Insurance Portability and Accountability Act
- Hospital Emergency Management for Patients
- Infection Control/Practices and Procedures
- Inspection Procedures
- Leadership Skills
- Patient and Family-Centered Care Skills
- Patient Safety
- Quality Control
- Standard Operating Procedures
- Teambuilding

MEDICAL SKILLS (DIDACTIC)

- Anesthesia Protocols
- Assault Patient Care
- Behavioral Care
- Care of Trauma Patient
- Code Blue Responses and Procedures
- Educating Patient and Family
- Emergency Room Nursing Skills
- Infection Control Practices
- Laboratory Skills
- Managing Difficult Patients
- Medical Skills (Preceptor)
- Medication Administration and Management
- Operating Room Nursing Skills
- Pain Management
- Patient Assessment and Care
- Patient Safety
- Pre-Op Nursing Skills
- Radiology Skills
- Respiratory Care
- Standard Operating Procedures
- Sterilization Process and Protocols
- Telemetry Nursing Skills
- Universal Protocols

MEDICAL SKILLS (PRECEPTOR)

- Acute Psychiatric Care
- Advanced Cardiac Life Support (ACLS)
- Assessing and Managing Suicide Prevention
- Basic Life Support
- Behavioral Health Nursing Skills
- Case Management
- Charge Nursing Training
- Critical Care Nursing Skills
- Decontamination Procedures
- Discharge Planning
- Emergency Medical Care
- Equipment Operation
- Hazardous Materials/Protection
- Infection Prevention
- Interdisciplinary Team Processes
- Labor, Delivery and Postpartum Nursing Skills
- Medical Administration
- Medical Terminology
- Medical Transport
- Mental Health Management
- New Graduate Nursing Skills
- Nurse Orientation Training
- Nursing Diagnosis Skills
- Orthopedic Care

- Pediatrics
- Pharmacology
- Pre and Post-Operative Care
- Psychiatric Patient Care
- Rapid Response Skills
- Standards of Care
- Surgical Patient
- Triage Nursing Skills
- Vital Signs and Monitoring Devices

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:
ClarkWestern Dietrich Building Systems LLC
Contract Number: ET22-0283**

Panel Meeting of: March 25, 2022

ETP Regional Office: Sacramento

Analyst: C. Kaiser

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate Job Creation Initiative	Industry Sector(s):	Manufacturing (E) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Riverside, Yolo	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Number of Employees in:	CA: 380	U.S.: 1,468	Worldwide: 1,500
<u>Turnover Rate:</u>	9%		
<u>Managers/Supervisors:</u> (% of total trainees)	5%		

FUNDING DETAIL

In-Kind Contribution
\$386,982

Total ETP Funding
\$347,415

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, Continuous Impr, Manufacturing Skills	217	8-200	0	\$1,495	\$21.57
				Weighted Avg: 65			
2	Retrainee Priority Rate Job Creation Initiative	Computer Skills, Continuous Impr, Manufacturing Skills	10	8-200	0	\$2,300	\$22.15
				Weighted Avg: 100			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: Job Number 1: \$21.57 per hour for Riverside and Yolo Counties.

Job Number 2: \$17.64 per hour for Riverside and Yolo 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 1.

Wage Range by Occupation		
Occupation Titles	Wage Range	Estimated # of Trainees
Job Number 1: Retrainees		
Maintenance Staff		10
		12
Managers/Supervisors		15
Material Requirements Planners		2
Operation Staff		65
		60
		31
Schedulers		2
Sales Staff		1
		2
Team Leads		8
		9
Job Number 2: Job Creation		
Maintenance Staff		3
Managers/Supervisors		3
Material Requirements Planners		2
Schedulers		1
Team Leads		1

INTRODUCTION

Founded in 2011 and headquartered in Ohio, ClarkWestern Dietrich Building Systems LLC (ClarkWestern) (www.clarkdietrich.com) specializes in steel construction products and services across the United States and abroad. Using cold-formed steel, ClarkWestern manufactures products for interior framing and finishing; exterior framing; and floor and roof framing. The Company also produces clips, connectors, metal lath, barrier mesh and other accessories. The Company's products are primarily used in commercial buildings including but not limited to schools, hospitals, office parks and stadiums. Customers include Home Depot and Lowe's; also, home improvement contractors including architects, engineers, building developers and general contractors.

The training under this proposal will include two California facilities located in Woodland and Riverside. This will be ClarkWestern's fourth ETP Contract, and the third in the last five years.

Veterans Program

ClarkWestern values and actively recruits via all means available to attract veterans including online job sites such as Indeed.com, Military.com, Hire Heroes USA, Military for Hire, GI Jobs, as well as through the Employment Development Department. Additionally, ClarkWestern participates in job fairs including Heroes for Hire and VA Job Fairs. The Company supports and funds many military programs such as Warrior Canine Connection. The Company tracks hiring of veterans who voluntarily self-report.

PROJECT DETAILS

In the prior Contract, training focused on Building Information Modeling (BIM) CAD Software and a new production line at the Riverside location. For this proposal, training will focus on four additional new production lines for the Riverside and Woodland locations. The new production line equipment includes a coil return processing line, a production roll former, and a material handling exit conveyor system for the Company's new product, E-Screen. Training for the new product line will be provided to all trainees. Training ensures staff is knowledgeable on production and use of the product, the completed product meets specifications, and employees know the proper techniques when using the equipment.

ClarkWestern will introduce company initiatives including Operational Excellence, Cross-Training, New Motor Control Center (MCC), and Innovations and Automation. Operational Excellence is designed for process improvement, meeting customer demand, and driving business margins. All trainees will receive training to ensure staff proficiency in areas such as business performance, customer service, and quality concepts. Cross-Training will be provided to all occupations so trainees can upgrade their skillset, become more efficient, improve problem-solving, and invest interest in Company initiatives. The MCC controls hard stops of plant machinery and equipment so in depth training is important for proper usage. Innovation and Automation training will be offered to all occupations so trainees can keep up with client demand, customized orders, and top of the line quality production. Training includes operating within parameters, job set-up, job storage, and on-board system diagnostics.

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 addition of new product lines at both locations and keeping up with customer demands will require the Company to 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 contract.

Training Plan

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

Computer Skills: Training will be offered to all occupations. Training is intended to improve software skills. Training topics include 3D Visuals/Drawings and Web Navigation Tools.

Continuous Improvement: Training will be offered to all occupations. Training will focus on eliminating waste and improving Company processes. Training topics include Leadership, Lean, Six Sigma, and Project Management.

Manufacturing Skills: Training will be offered to Operations Staff and Maintenance Staff. Training is intended to improve upon the employee’s knowledge of proper techniques for working with equipment and the production of the product. This also includes cross training. Training topics include Cross Training in Operations and Maintenance, Coil Return Processing, and Production Roll Former.

Commitment to Training

The current annual training budget is approximately \$40,000 annually per facility. Most of the training is for new hire orientation, general safety, efficient processes, and clinical trials. 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

Each California location will have an assigned plant manager to oversee and coordinate training. The managers will collect and review ETP rosters. In addition to the plant managers, the Contract will be overseen by a staff member at the Company’s headquarters in Ohio. ClarkWestern has also retained the services of a third-party administrator who has extensive ETP experience to assist with administration.

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 \$ %
ET20-0181	Riverside, Woodland, San Diego	11/4/2019– 2/2/2022	\$372,600	\$0 (0%) *
ET17-0431	Riverside, Woodland	03/06/2017- 03/05/2019	\$185,056	\$180,681 (98%)

*Based on ETP Systems, 15,587 reimbursable hours have been tracked for potential earnings of \$360,131.37 (97% of approved amount). The Contractor expects earnings to be 100% and is in process of submitting closeout invoices.

DEVELOPMENT SERVICES

Training Grants Intelligence Inc. (TGII), located in Canton, GA, assisted with development of this proposal for \$10,685.

ADMINISTRATIVE SERVICES

TGII 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:

COMPUTER SKILLS

- 3D Visuals/Drawings
- CAD Drawing
- CAD/BIM Production Detail Drawing Package
- Engineering Software
- Microsoft Office (Intermediate/Advanced)
- Security Software
- Structural Calculations using Analysis Programs
- Web Navigation Tools

CONTINUOUS IMPROVEMENT

- Best Practices
- Business Performance
- Communication Skills
- Continuous Improvement Techniques
- Customer Service
- Human Resources
- Leadership
- Lean
- Performance Management
- Problem Solving
- Project Management
- Quality Concepts
- Sales & Marketing
- Six Sigma
- Skills Enhancement
- Team Building

MANUFACTURING SKILLS

- 360TRAK
- Coil Return Processing
- Crane Training
- Cross Training in Operations and Maintenance
- Exit Conveyor System
- Forklift
- Good Manufacturing Practices
- Lath Line
- Lean Manufacturing
- Material Handling
- Operator Processes
- Pneumatic Equipment Operation

- Press Brake Equipment
- Preventative Maintenance
- Process Improvement
- Production Equipment
- Production Roll Former
- Quality
- Slittle Line
- UltraBead
- Universal Bypass Clip

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:
Collins Electrical Company, Inc.
Contract Number: ET22-0286

Panel Meeting of: March 25, 2022

ETP Regional Office: Sacramento

Analyst: J. Dongallo

PROJECT PROFILE

Contract Attributes:	Priority Rate Retrainee HUA Job Creation Initiative	Industry Sector(s):	Construction (C) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Alameda, Fresno, Monterey, San Joaquin, Stanislaus, Yolo	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Local Unions 428, 340, 234 and 100 of the International Brotherhood of Electrical Workers IBEW		
Number of Employees in:	CA: 509	U.S.:509	Worldwide: 509
<u>Turnover Rate:</u>	10%		
<u>Managers/Supervisors:</u> (% of total trainees)	13%		

FUNDING DETAIL

In-Kind Contribution
\$503,210

Total ETP Funding
\$485,760

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 HUA	Computer Skills, Continuous Impr, Commercial Skills, HazMat	204	8-200	0	\$1,495	\$18.00
				Weighted Avg: 65			
2	Retrainee Priority Rate	Computer Skills, Continuous Impr, Commercial Skills, HazMat	81	8-200	0	\$1,380	\$21.57
				Weighted Avg: 60			
3	Retrainee Job Creation Initiative Priority Rate	Computer Skills, Continuous Impr, Commercial Skills, HazMat	30	8-200	0	\$2,300	\$20.03
				Weighted Avg: 100			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: Job Number 1 (Retrainee/HUA): \$16.17 per hour for Fresno and San Joaquin Counties. **Job Number 2 (Retrainee):** \$21.57 per hour for Monterey, Stanislaus and Yolo Counties; \$23.53 per hour for Alameda County. **Job Number 3 (Job Creation):** \$17.64 per hour for Fresno, San Joaquin, Monterey, Stanislaus, and Yolo Counties; \$19.61 per hour for Alameda 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 2.

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1: Retrainee/HUA		
Administration		3
Estimators		12
Construction Wireman		4
Foreman		10
Engineer		12
Operations		48
		49
Project Managers		6
Journeyman Electrician		25
Managers		27
Supervisors		8
Job Number 2: Retrainee		
Administration		2
		1
Estimators		5

Foreman		15
Engineer		4
Operations		4
Project Managers		7
Journeyman Electrician		20
Managers		15
Supervisors		8
Job Number 3: Job Creation		
Estimators		7
Project Managers		6
Operations		13
Managers		4

INTRODUCTION

Founded in 1928 and headquartered in Stockton, Collins Electrical Company, Inc. (Collins) (www.collinselectric.com) is an electrical contractor that specializes in Commercial-Industrial, Design and Build, and solar engineering projects. Customers include schools, warehouses, commercial and manufacturing businesses, construction facilities, solar installations, residential multi-family housing, and healthcare facilities. Training will take place at the Stockton, Modesto, Marina, Dublin, Fresno and West Sacramento locations. This will be Collins' second ETP project and the second in the past five years.

Veterans Program

Collins actively recruits Veterans through online resources like Military.com, Employment Development Department and Veteran job fairs to recruit for all open occupations. However, the Company did not specifically include a Veteran component in this project.

Union Support

Electrician, Foreman, and Construction Wireman are represented by the International Brotherhood of Electrical Workers (IBEW) Local Union 428, IBEW Local Union 340, IBEW Local Union 234, and IBEW Local 100. Union letters of support are on file.

PROJECT DETAILS

In the prior ETP Project, the Company focused training on continuous improvement initiatives to promote greater collaboration across the company. Under this proposal, Collins plans to focus training on the expansion of current business services on new projects, equipment and technology. There will be no duplication of training for trainees who participated in the prior contract. There will be no duplication of ETP training for Union employees and Union training.

As a result of a growing construction industry in the past couple years, Collins has received many large scale commercial, residential and new solar construction projects. In addition, the Company has been involved in business projects for healthcare, Community College institutions, Fresno airport and casino and the Modesto courthouse. The Company plans to deal with the increased workload by training on on-and-off field operations to ensure the delivery of services are made safely and on-time. The training plan will address any deficiencies and allow the Company to standardize its processes and training so that it can ensure that clients will receive the highest quality service. Training in Quality Plan, Pre-Fabrication, Solar Photovoltaics, Logistics and

Equipment Maintenance allow Collins to increase staffs knowledge, project efficiency and work quality. All employees must learn new processes, new systems and new equipment which will allow the Company to expand its market, as well as, exceed customer expectations.

The Company recently implemented two new software systems, BambooHR and ACCUBID Enterprise. Training in these new systems will ensure staff has the tools to complete the ongoing workload related to internal and external business processes. Training on BambooHR will also be used to assist staff on determining needs for improvement and set up a career path for each trainee. Establishing a career path for trainees will allow Collins to promote internally from a pool of experienced employees. Training on ACCUBID Enterprise will be used to create solutions to develop bids with specifications, assemblies and item libraries.

In addition, Collins remains committed to creating promotional growth opportunities for its labor force and have created various structured training plans focused on increasing skill sets and creating a positive working environment to encourage retention and promotion. Training in Communication Skills, Business Strategies, and Customer Service Skills will give trainees transferable skills while promoting the Company's culture.

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.

Collins has grown at a rapid pace within the past year and projects a revenue growth of 20% over the next couple years. This is due to the aggressive demand for solar construction in California. Within the past year, the Company, alone, has obtained 64 new solar projects, as well as, large scale projects with Amazon, Fresno casino and airport, and the Modesto Courthouse. As a result, the Company will hire 30 new employees (Job Number 3). The date-of-hire for trainees will be within the three-month period before contract approval or within the term-of-contract.

Training Plan

Training will be provided using the Class/Lab and E-Learning delivery method by in-house experts and vendors as needed in the following:

Computer Skills: Training will be delivered to all occupations on becoming more proficient in the use of software platforms. Training topics include BambooHR, ACCUBID Enterprise, Design Building Reporting Software and Server & Hardware Configurations.

Continuous Improvement Training will be offered to all occupations. Training will cover all aspects of quality improvement and customer relations. Topics include Continuous Improvement Techniques, Quality Concepts, Communication Skills, Customer Service Skills and Performance Management.

Commercial Skills: Training will be offered to all occupations, except Administration, to increase knowledge of construction and installation practices. Training topics include Design Build, Installation Systems, Pre-Construction, Pre-Fabrication, Solar Photovoltaics, Logistics, Equipment Operation and Maintenance Equipment.

Hazardous Materials: Training will be provided to all occupations, except Administration. Training will focus on safely handling hazardous materials and risk management to ensure proper use, transport, or disposal of hazardous substances used in all operations. Topics include Spill Prevention, Wood Dust, Pesticides, Flammable/Combustible Materials and Universal Waste.

High Unemployment Area

Some trainees (Job Number 1) work in a High Unemployment Area (HUA) with unemployment exceeding the state average by at least 25%. The Company's locations in Fresno and San Joaquin counties are in an HUA.

➤ Wage Modification

For these trainees, the Panel may modify the ETP Minimum Wage by up to 25% if post-retention wages exceed the start-of-training wages. Collins is requesting a wage modification from \$21.57 per hour to \$18.00 per hour for Job Number 1 in order to serve workers in lower-wage occupations.

Commitment to Training

Collins' annual training budget per facility is approximately \$50,000 for training that includes compliance, performance management, and company procedures. The Company is committed to improving facility efficiencies and knowledge for all team members. 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

Collins has a structured training schedule in place. The Human Resources Manager from the previous contract will be the signatory of the Contract and has overall responsibility for the ETP project. Management staff will be assigned to meet with ETP staff and administer the project. A third party administrator will assist with administrative duties.

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	
				\$	%
ET20-0128	Fresno, Stockton, Modesto, Dublin, Marina, West Sacramento	9/3/2019 - 12/1/2021	\$596,160	\$568,160	(95%)

*ET20-0128: Based on ETP Systems, 26,140 hours have been tracked for potential earnings of \$600,958 (100% of approved amount). Final invoices have been submitted for review and approval. The Company should reach final earnings of 100% based on training hours tracked.

DEVELOPMENT SERVICES

Training Grants Intelligence, Inc. in Canton, GA assisted with development for a flat fee of \$9,901.

ADMINISTRATIVE SERVICES

Training Grants Intelligence, 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/Video Conferencing Hours**

8-200 Trainees may receive any of the following:

COMPUTER SKILLS

- BambooHR
- ACCUBID Enterprise
- CAD/CAM (Computer Aided Design/Computer Aided Build)
- Design Build Reporting Software
- ERP – Project Tracking System
- Intermediate/Advanced Software Systems
 - Anchor Design Software, Line Design and Selection Software
 - Microsoft Applications
 - Proprietary Reporting & Support Systems
- Server & Hardware Configurations

CONTINUOUS IMPROVEMENT

- Best Practices
- Business Strategies
- Communication Skills
- Conflict Resolution
- Continuous Improvement Techniques
- Customer Service Skills
- Decision Making
- Leadership
- Lean Six Sigma
- Performance Management
- Problem Solving
- Quality Concepts
- Quality Plan
- Sales & Marketing for Growth
- Team Building

COMMERCIAL SKILLS

- Advanced Techniques for New Products, Industries Clients & Processes
- Assembly Skills
- Cross Training
- Customized Fabrication
- Design & Engineering
- Design Assist
- Design Build
- Energized Equipment
- Equipment Maintenance
- Equipment Operation
- Estimating
- Forklift
- Installation Systems

- Logistics
- Maintenance Equipment
- Office Phone System
- Plan and Initiate Projects
- Portable Handhelds
- Pre-Construction
- Pre-Fabrication
- Production Skills
- Project Development
- Safety
- Solar
- Solar Photovoltaics
- Testing Equipment
- Tools
- Warehouse Skills

HAZARDOUS MATERIALS

- Blood Borne Pathogens/Biohazards
- Classification of Hazardous Products
- Compliance with Federal Hazardous Material Regulations
- Creating a Security Plan
- Flammable/Combustible Materials
- Haz/Com - Safety Data Sheets
- Hazardous Products Identification, Packing, Marking and Labeling, Documentation
- Incident Reporting
- Material Packaging and Labeling
- Oily Rags/Filters
- Pesticides
- Shipping Identification and Labeling
- Shipping Papers, Emergency Response Information, Compatibility, Blocking, Placarding
- Small Quantity Generator of Haz/Waste
- Spill Prevention
- Universal Waste
- Waste Management
- Wood Dust

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.



INTERNATIONAL BROTHERHOOD of ELECTRICAL WORKERS

September 29, 2021

Employment Training Panel
1100J Street
Sacramento, CA 95814

Dear Panel Members,

We understand Collins Electrical Company, Inc. is requesting ETP funding. The International Brotherhood of Electrical Workers, Local 428, represents workers employed by union contractor Collins Electrical Company at locations statewide. The proposed training plan for local 428 union members have our support for training including Wireman, Superintendent, Laborer, Foreman, Journeyman.

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. We support the efforts of Collins Electrical Company, Inc. in providing company-specific training for their general foremen and foremen. We have reviewed the curriculum and it does not duplicate our JATC's journey level classes. Our JATC is responsible for the training of Collins Electrical Company, Inc.'s apprentices, so our JATC will continue to train these apprentices under our current ETP program.

If there are any amendments to this proposed training, we would like notification so that we can revisit our support. Please contact me if you have any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read "Brian Holt".

Brian Holt
Business Manager/ Financial Secretary



September 24, 2021

Employment Training Panel
1100 J Street
Sacramento, CA 95814

Dear Panel Members,

We understand Collins Electrical Company, Inc. is requesting ETP funding. The International Brotherhood of Electrical Workers, Local 340, represents workers employed by union contractor Collins Electrical Company at locations statewide. The proposed training plan for local 340 union members have our support and training for Journeymen, Construction Wireman, Laborer, Superintendent.

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,

Robert D. Ward

Robert D. Ward
Electrical Workers' Union Local No. 340

International Brotherhood of Electrical Workers

LOCAL UNION

10300 Merritt Street
Cashville, CA 95012
www.ibew234.org



NO. 234
(800) 499-4239
(831) 633-2311
Fax (831) 633-0570

The Electrician's Union for Monterey, San Benito, and Santa Cruz County

September 24, 2021

Employment Training Panel
1100 J Street
Sacramento, CA 95814

Dear Panel Members,

We understand Collins Electrical Company, Inc. is requesting ETP funding. The International Brotherhood of Electrical Workers, Local 234, represents workers employed by union contractor Collins Electrical Company at locations statewide. The proposed training plan for local 234 union members have our support. Occupations to be trained all 234: Journeyman, Laborer, Construction Wireman, Foreman, Superintendent.

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.

ε 

Lamont Adams
Business Manager/ Financial Secretary

International Brotherhood of Electrical Workers Local 100

5410 EAST HOME AVENUE • FRESNO, CALIFORNIA 93727

TELEPHONE (559) 251-8241 • FAX (559) 251-0543

September 30, 2021

Employment Training Panel
1100 J Street
Sacramento, CA 95814

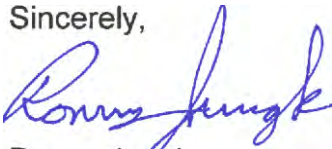
Dear Panel Members,

We understand that Collins Electrical Company, Inc. is requesting ETP funding. The International Brotherhood of Electrical Workers, Local 100, of Fresno California, represents workers employed by union contractor Collins Electrical Company at locations statewide. The proposed training plan for IBEW Local 100 union members has our support for all the following occupations: Journeyman, Superintendent, Laborer, Construction Wireman, Foreman.

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 effective date of the application, and gave the labor organization opportunity to participate in the agreement's development. 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,



Ronny Ju gk
IBEW Local 100
Business Manager/Financial
Secretary



EXPANSION FUNDS

Retrainee-Job Creation

Training Proposal for:

Comfort Now, Inc.

Contract Number: ET22-0290

Panel Meeting of: March 25, 2022

ETP Regional Office: North Hollywood

Analyst: J. Romero

PROJECT PROFILE

Contract Attributes:	Expansion Funds (Alt/Gen) Priority Rate Retrainee Job Creation Initiative SB<100	Industry Sector(s):	Construction (C) Services (61,71,72,81,92) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Tulare, Kings	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: 47	U.S.:47	Worldwide: 47
<u>Turnover Rate:</u>	5%		
<u>Managers/Supervisors:</u> (% of total trainees)	7%		

FUNDING DETAIL

In-Kind Contribution
\$131,250

Total ETP Funding
\$84,180

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 SB <100 Priority Rate	Business Skills; Commercial Skills; Computer Skills	46	8-200	0	\$1,380	\$21.57
				Weighted Avg: 60			
2	Retrainee Job Creation Initiative SB<100 Priority Rate	Business Skills; Commercial Skills; Computer Skills	15	8-200	0	\$1,380	\$17.64
				Weighted Avg: 60			

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

Minimum Wage by County: Job Number 1: \$21.57 per hour for Tulare and Kings Counties;
Job Number 2: \$17.64 per hour for Tulare and Kings 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 Numbers 1-2.

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job 1:		
HVAC Installer		10
HVAC Installer 2		10
Service Technician		11
Quality Assurance		5
Administration		5
Administration 2		5
Job 2:		
HVAC Installer		5
HVAC Installer 2		2
Service Technician		2
Quality Assurance		2
Administration		2
Administration 2		2
		61

INTRODUCTION

Founded in 2012, Comfort Now, Inc. (CNI) (www.comfort-now.com) provides full service HVAC services covering Northern California. Headquartered in Visalia with satellite locations in Hanford and Porterville, the Company specializes in the repair, maintenance, diagnostics, replacement and installation of HVAC comfort systems for home, office, and commercial facilities. CNI also works with new construction installations and remodeling projects. The Company also designs customized HVAC systems for customers to provide maximum efficiency and smooth operation. The Company works with all kinds of systems including gas furnaces, heat pumps, packaged units, split systems, hydronic systems, and refrigeration systems. This is CNI's first ETP agreement.

Demand for HVAC services in the area is increasing with the addition of new housing units and growth in the valley. Growth is predicted to grow by as much as 50% in the next 1-2 years. Therefore the Company must expand its workforce, while educating existing employees on new technologies so the Company can maintain its reputation for superior customer service.

CNI is in the process of adding another division for plumbing to the business. This is a good fit as the service goes hand-in-hand with HVAC services. Units and components in both of these services continue to evolve which creates ongoing training. This includes multi-stage wiring, thermostat wiring as well as new technologies that can predict when issues may arise to help address issues prior to a system breakdown. These systems are new to the industry and employees must be trained on how to install these systems and understand how to operate and address any necessary fixes.

Veterans Program

CNI does not currently have a specific Veterans recruitment program in place; however, several long-time employees are Veterans.

PROJECT DETAILS

This will be CNI's first ETP contract. Training in this proposal will help the Company continue the implementation and growth of its HVAC business. Employee skillset gained from the training will support the new business line, increase quality and promptness of service and equip new employees with skills on top of what they previously possess. CNI also aims to lower the job recall rate below 5% which is the rate where the employee finishes the job and returns to work, then must go back to fix an issue which is measured through daily dispatch route logs.

For this proposal, the company plans to train incumbent and new employees to become certified, licensed plumbers, acquire OSHA certificates for safety and North American Technician Excellence (NATE) certification that is required for all HVAC technicians.

Training from this proposal will also equip employees with skills upgrades to advance within the Company and assume leadership roles for promotion which will open opportunities for new employees who, in turn, will be trained and developed from the ground up. Training will continue to be delivered on HVAC and plumbing services, but will especially be heavy in plumbing as the Company gets this division fully staffed and operational. Additionally, the Company continues to train existing employees as technology and requirements are constantly evolving.

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 15 new employees (Job Number 2). CNI is looking to hire in the next few months and is projecting a 50% growth in the next 2 years brought by the increase in demand for services and with the addition of a plumbing division which will contribute to Company and revenue growth, creating new positions for additional employees. Most of these new employees will have limited industry experience and will need training from the ground up and will benefit significantly in this ETP contract. The date-of-hire for trainees will be within the three-month period before contract approval or within the term-of-contract.

Training Plan

Business Skills: Training will be provided to all occupations. Skills gained from this training will develop customer relations and specific administrative and management processes.

Commercial Skills: Training will be provided to HVAC installers, technicians and quality assurance staff. Training will provide and upgrade necessary job specific skills to support the Company's competitiveness within the industry it serves.

Computer Skills: Training will be provided to all occupations. This training will enable employees to access and properly use the Company's computer and operating systems and facilitate real-time field and office communications and interactions.

Commitment to Training

CNI spends approximately \$150,000 annually for training. Courses include new hire orientation and mandatory skills training. Training delivered in the past has been both company-wide and job specific. 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

CNI has a training plan in place and is ready to start training upon approval. The COO and President will oversee and administer the ETP Training program and will work closely with the Human Resources Manager, the Training Coordinator and three Trainers from each department to schedule, enroll, and track training. Trainers will be in-house experts and vendors as needed. The Company has also retained an outside administrative consultant, Propel Consulting Group, to ensure that training administration and documentation procedures adhere to ETP requirements.

DEVELOPMENT SERVICES

The Company retained Propel Consulting Group in El Dorado Hills to assist with development of this proposal for a flat fee of \$5,000.

ADMINISTRATIVE SERVICES

CNI retained Propel Consulting Group in El Dorado Hills to perform administrative services in connection with this proposal for a fee not to exceed 13% of payment earned.

TRAINING VENDORS

To Be Determined

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

8 – 200

Trainees may receive any of the following:

BUSINESS SKILLS

- Accounting Skills
- Budgeting
- Customer Service
- Communication Skills
- Financial Reporting
- Project Management
- Problem Solving & Decision Making
- Sales Skills

COMMERCIAL SKILLS

- Heat Illness Prevention
- Ladder Safety and Inspection
- Fall Protection
- Confined Spaces
- PPE
- Ergonomics
- Lifting Safety
- Slips, Trips & Falls
- Lockout Tagout
- Driving Safety
- Crane Safety
- Hearing Protection
- Asbestos Identification
- Fire Protection
- Electrical Safety
- Thermostat Wiring
- Unit Wiring
- Multistage Wiring
- Step by step Diagnostics
- Potential Relay
- Air Flow Measurement/ Adjustment
- Refrigeration Cycle
- Mechanics of TXV
- Charging by Super Heat and Sub Cooling
- Identify and Explain Deficiencies
- Identify Heat Exchangers Deficiencies
- Install Sensi Predict Monitoring System
- Static Pressure Issues
- Capacitor Training
- IAQ Installation
- Control Wiring
- Driving in Inclement Weather

- Tripped Breaker How To/What To do
- Combustion
- Welding/ Fabrication
- Brazing
- Proper Installation of P Trap
- Electrical Safety Devices
- Hazardous Materials

COMPUTER SKILLS

- MS Office
- Google Sheets
- Google Cloud
- Quickbooks
- Tablets/Mobile Devices

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:
Dellavalle Laboratory, Inc.
Contract Number: ET22-0288

Panel Meeting of: March 25, 2022

ETP Regional Office: Sacramento

Analyst: C. Kaiser

PROJECT PROFILE

Contract Attributes:	Retrainee	Industry Sector(s):	Services (G)
	Priority Rate		Professional, Scientific Technology (54)
	Job Creation Initiative		Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	HUA		
	SB <100		
Counties Served:	Fresno, Kings, 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: 86	U.S.:86	Worldwide: 86
<u>Turnover Rate:</u>	5%		
<u>Managers/Supervisors:</u> (% of total trainees)	6%		

FUNDING DETAIL

In-Kind Contribution
\$170,083

Total ETP Funding
\$161,460

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	Commercial Skills, Computer Skills, Continuous Impr, HazMat	10	8-200	0	\$1,265	\$21.57
				Weighted Avg: 55			
2	Retrainee Priority Rate HUA SB<100	Commercial Skills, Computer Skills, Continuous Impr, HazMat	74	8-200	0	\$1,265	\$18.00
				Weighted Avg: 55			
3	Retrainee Priority Rate Job Creation Initiative SB<100	Commercial Skills, Computer Skills, Continuous Impr, HazMat	20	8-200	0	\$2,760	\$19.00
				Weighted Avg: 120			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: Job Number 1 (Retrainee): \$21.57 per hour for Yolo Counties;
Job Number 2 (Retrainee/HUA): \$16.17 per hour for Fresno and Kings Counties,
Job Number 3 (Job Creation): \$17.64 per hour for Yolo, Fresno and Kings 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 1.

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1:		
Agriculture Field Technicians		7
Consulting Team		3
Job Number 2:		
Agriculture Field Technicians		9
Chemists		6
		2
Consulting Team		8
Human Resources		1
Laboratory Technicians		9
		2
		1
Managers/Supervisors		6

Office Staff		11
		3
		2
Support Technicians		3
Water Specialists		3
		3
Sample Processing Technicians		5
Job Number 3:		
Chemists		3
Laboratory Technicians		12
Managers/Supervisors		3
Project Managers		2

INTRODUCTION

Founded in 1978 and headquartered in Fresno, Dellavalle Laboratory, Inc. (Dellavalle) (www.dellavallelab.com) provides services including soil, water, and plant tissue analysis, as well as water treatment for growers, farmers, homeowners, landscapers, and irrigation companies. Dellavalle assists customers throughout the United States and worldwide with collecting, analyzing, and interpreting data. The Company's laboratory is Environmental Laboratory Accreditation Program (ELAP) certified and takes part in the North American Proficiency Testing Program (NAPT). This will be Dellavalle's first ETP Contract. Training will be conducted at Dellavalle's Fresno, Hanford, and Davis locations.

Veterans Program

Although the Company hires Veterans and actively recruits through hiring companies such as Indeed Military, Dellavalle does not actively track the amount of employed Veterans at this time.

PROJECT DETAILS

To keep up with customer demand, Dellavalle is updating laboratory and sampling equipment and expanding services by adding nine additional sampling trucks. The expansion and equipment upgrades allow the Company to increase services to existing and new customers. All occupations except Human Resources and Office Staff will receive detailed training on new soil sampling equipment, food safety, nutrient levels, troubleshooting, and water quality testing. A large portion of training will also focus on irrigation and soil sampling due to the necessity of proper irrigation management. Training will include topics such as saturation levels, field capacity (FC), and flow injection analysis.

Training will also include extensive cross training to increase trainees' skills set, knowledge of the business, and production turnaround and continue to grow the business with new customers. Dellavalle will track training results by monitoring trainees' performance development throughout the year.

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 is actively looking to expand the square footage of its laboratory to accommodate customer demand. With the anticipated expansion and purchase of additional equipment in 2022, Dellavalle will hire 20 new employees (Job Number 3). The date-of-hire for trainees will be within the three-month period before contract approval or within the term-of-contract.

Training Plan

Training will be delivered via Classroom/Laboratory, E-Learning, and Video Conference delivery methods. In-house subject-matter experts and vendors may be utilized to deliver training.

Commercial Skills: Training will be provided to Agriculture Field Technicians, Chemists, Laboratory Technicians, Managers/Supervisors, Water Specialists, Sample Processing Technicians, and Support Technicians. Training topics include Fertilizer Analysis, Groundwater Monitoring, and Soil Analysis.

Computer Skills: Training will be offered to all occupations. Training is intended to improve software skills. Training topics include Equipment Software and Automation and Reporting.

Continuous Improvement: Training will be offered to all occupations. Training will focus on eliminating waste and improving Company processes. Training topics include Decision Making, Monitoring Reports, Quality Concepts, and Business Strategy.

Hazardous Materials: Training will be offered to Agriculture Field Technicians, Chemists, Laboratory Technicians, Managers, Water Specialists, Sample Processing Technicians, and Support Technicians. Training will allow staff to operate in an appropriate manner when handling hazardous materials and conditions. Training topics include Classification of Hazardous Products and Materials Handling,

Commitment to Training

The Company's current annual training budget is approximately \$20,000 annually for all locations. Most of the training is for new hire orientation, general safety, efficient processes, and clinical trials. 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. The Business Operations Manager will oversee the ETP Contract. In addition, the bookkeeper and Administrative Assistant will assist in gathering and reviewing the rosters. Managers and Supervisors at each location will be responsible for scheduling training. Dellavalle has also retained the services of a third-party administrator who has extensive ETP experience to assist with the administration.

High Unemployment Area

Some trainees (Job Number 2) work in a High Unemployment Area (HUA) with unemployment exceeding the state average by at least 25%. The Company's locations in Fresno and Kings Counties are in an HUA.

➤ Wage Modification

For these trainees, the Panel may modify the ETP Minimum Wage by up to 25% if post-retention wages exceed the start-of-training wages. Dellavalle is requesting a wage modification for trainees in Job Number 2 from \$21.57 per hour to \$18.00 per hour.

DEVELOPMENT SERVICES

Training Grants Intelligence, Inc. (TGII) located in Canton, GA, assisted with development of this proposal for \$3,615.

ADMINISTRATIVE SERVICES

TGII 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:

COMMERCIAL SKILLS

- Auto Titrator
- Available Water Holding Capacity (AWC)
- Bacterial Analysis
- Crop Analysis
- Equipment Operations
- Fertilizer Analysis
- Fertilizer Leaching
- Field Capacity (FC)
- Flow Injection Analysis Machines
- Groundwater Monitoring
- Inductively Coupled Plasma (ICP) Machine
- ION Chromatography Machine
- LECO Machines
- Maintenance
- Permanent Wilting Point (PWP)
- Saturation
- Soil Analysis
- Water Analysis

COMPUTER SKILLS

- Enterprise Resource Planning (ERP) Software
- Equipment Software and Automation
- Hardware Systems
- Microsoft Applications (Intermediate/Advanced)
- Microsoft Office (Intermediate/Advanced)
- Reporting

CONTINUOUS IMPROVEMENT

- Best Practices
- Business Strategies
- Communication Skills
- Customer Service
- Decision Making
- Focus Improvement
- Intrapersonal Skills Training
- Key Performance Indicators
- Leadership
- Monitoring Reports
- Performance Management
- Problem Solving
- Process Improvement
- Project Management
- Quality Concepts
- Sales
- Systems, Applications and Products
- Team Building

HAZARDOUS MATERIALS

- Classification of Hazardous Products
- Compliance with Federal Hazardous Material Regulations
- Hazardous Waste Operations
- Incident Report
- Materials Handling
- Waste Management

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:
First Software USA**

Contract Number: ET22-0284

Panel Meeting of: March 25, 2022

ETP Regional Office: North Hollywood

Analyst: J. Romero

PROJECT PROFILE

Contract Attributes:	SET Priority Rate Retrainee SB <100	Industry Sector(s):	MEC (H) Information / Multi Media (51) Manufacturing (33) Services (61,71,72,81,92) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Los Angeles, Orange, Kern, Riverside, Ventura, San Bernardino, San Diego	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
\$462,300		\$32,160 8%		\$494,460

In-Kind Contribution:	50% of Total ETP Funding Required	\$703,500
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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	105	8-200	0	\$1,476	\$21.73
				Weighted Avg: 60			
2	Retrainee	Business Skills; Computer Skills	125	8-200	0	\$1,476	\$21.73
				Weighted Avg: 60			
3	Retrainee SET	Business Skills; Computer Skills	20	8-200	0	\$1,107	\$39.21
				Weighted Avg: 45			
4	Retrainee SET Priority	Business Skills; Computer Skills	90	8-200	0	\$1,476	\$29.41
				Weighted Avg: 60			

Minimum Wage by County: Job Numbers 1-2: \$21.73 per hour for Los Angeles County; \$21.57 per hour for Orange County, Kern, Riverside, Ventura and San Bernardino San Diego Counties.
 Job Number 3 (SET): \$39.21 per hour for Statewide Average Wage.
 Job Number 4 (SET/Priority Industry): \$29.41 per hour for Statewide Average 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

Job Numbers 1-4: 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	Actual Wage Range	Estimated # of Trainees
JOB 1:		
Cyber Security Administrator/Analyst		5
		5
Cyber Security Engineer		5
		5
Database Administrator/Analyst		8
		2
Data Analyst		2
		2
Web Page Developer		3

		7
Graphic Art Designer		5
		5
Network Administrator/Analyst		6
		4
Network Security Administrator		4
		6
System Administrator/Analyst		5
		5
SQL (Structured Query Language) Developer		5
		5
Report Analyst		1
		1
Office Administration Staff		2
		3
Manager/Supervisor		1
		2
JOB 2:		
Cyber Security Administrator/Analyst		8
		5
Cyber Security Engineer		5
		5
Database Administrator/Analyst		5
		5
Data Analyst		6
		2
Web Page Developer		4
		4
Graphic Art Designer		5
		3
Network Administrator/Analyst		7
		3
Network Security Administrator		5
		5
System Administrator/Analyst		6
		4
SQL (Structured Query Language) Developer		9
		3
Report Analyst		6
		5
Office Administration Staff		10
		2

Manager/Supervisor		2
		1
Job 3:		
Cyber Security Administrator/Analyst		2
Cyber Security Engineer		2
Database Administrator/Analyst		2
Data Analyst		1
Web Page Developer		2
Graphic Art Designer		2
Network Administrator/Analyst		1
Network Security Administrator		1
System Administrator/Analyst		2
SQL (Structured Query Language) Developer		1
Report Analyst		1
Office Administration Staff		1
Manager/Supervisor		2
JOB 4:		
Cyber Security Administrator/Analyst		10
Cyber Security Engineer		15
Database Administrator/Analyst		7
Data Analyst		5
Web Page Developer		10
Graphic Art Designer		5
Network Administrator/Analyst		8
Network Security Administrator		5
System Administrator/Analyst		9
SQL (Structured Query Language) Developer		8
Report Analyst		3
Office Administration Staff		3
Manager/Supervisor		2
TOTAL:		340

INTRODUCTION

Founded in 1999 and located in Encino, First Software USA (FSU) is a BPPE approved private training agency that specializes in Information Technology (IT). The training agency offers a wide variety of computer related and advanced technology courses. FSU serves a multitude of industries that are increasingly dependent on network infrastructure and data analysis such as aerospace, telecommunications, pharmaceutical/biomedical, manufacturing, insurance, computer services, media, software development and security. This will be the Company's fourth ETP Agreement, the second in the last 5 years.

Veterans Program

Participating employers actively hire Veterans and Veterans will be trained in this project, however, FSU has elected not to have a separate designated Job Number.

PROJECT DETAILS

With the increasing availability of access to Internet and businesses migrating to cloud-based storage has made companies vulnerable to breaches of personal and corporate data. California employers face competition from out-of-state and offshore sources in order to protect this company data. To remain competitive, employers seek training agencies such as FSU to provide training that will increase employee skill sets in online security. To ensure these programs offer curriculum relevant to the participating employers, FSU staff has conducted employer assessments to determine employer needs and customize training plans that will improve worker skills and increase efficiencies. Within this proposal, FSU's goal is to equip California employees with the knowledge that will upgrade their skills to combat these criminal events with a focus on Cyber Security and implementation of new infrastructure technologies. The demand of specialist in these areas is high.

Training will increase worker knowledge on new computer software programs, as well as ensure workers are up to date on new technologies. Computer Skills training will include content on networks, computer and web programming/applications, software analysis, multimedia graphic design, adobe, and windows server support and maintenance. Upon completion of training, trainees may apply and test for various industry recognized certifications.

Core Group of Employers

Employer Demand

FSU conservatively estimated that training will be provided to approximately 340 employees, which is more than the 70% employer demand included in the application for funding.

FSU is targeting companies with high target growth such as health care, construction, warehousing, transportation, trade and logistics. In addition, FSU will continue to target businesses in the industries that have traditionally been served by the training agency's ETP contracts, including aerospace, supply chain, and manufacturing companies. A new focus will be placed on companies which have been strongly impacted by the pandemic and have been forced to revisit the ways they do business.

FSU aims to lead a coordinated effort to utilize all of the training agency's resources to help non-traditional ETP participating employers to provide education and upskilling opportunities to their employees by incorporating courses and certificate programs to help meet the needs of training, retraining and upskilling employees.

Small Business Needs

FSU seeks to increase Small Business visibility within key industry sectors that could benefit from ETP funding for customized training and education to Small Businesses and their employees. To better connect with this segment of the business community, FSU is increasing Small Business engagement, support, and outreach through workforce organizations across the state to provide solutions for the workforce challenges they face.

FSU listens and responds with targeted support and assistance including the customized training programs that are needed to help these companies in their recovery. Labor shortages, supply

chain interruptions, and other challenges now facing California Small Businesses requires the training agency to provide upskilling needed to keep businesses competitive and thriving. FSU collaborations and partnerships are present to strengthen and support small businesses during this time of economic recovery.

Approximately 50% of FSU's core group of participating employers comprise of small businesses.

Commitment to Training

Participating employers will continue to provide on-the-job training alongside FSU training. Training provided at employer locations will include job-specific and company-wide training. ETP funds will not displace the existing financial commitment to training.

➤ Training Infrastructure

FSU's Managing Director will oversee administration of this ETP Agreement. Two FSU associates have been assigned the role of administrating duties such as enrollment, scheduling training, collect and record attendance rosters, and perform data entry in ETP online systems. All training will be delivered by qualified instructors of FSU. All instructors have work experience in the IT industry, and have the expertise necessary to provide training under this Agreement.

Marketing and Support Costs

FSU advertises its training programs through online avenues such as LinkedIn, Alignable, Facebook, and FSU's company website. Other marketing efforts include catalogs, brochures, fliers, blog posts, chambers of commerce, industry associations, county and regional development agencies, and job fairs. In addition, FSU maintains contact with Employers that have utilized FSU training programs in the past to continue providing services on an as needed basis.

Marketing for the training agency will be conducted throughout the term. Thus, FSU is requesting 8% in support costs to recruit additional Employers for training under this proposal.

Special Employment Training (Job 3 and 4)

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 of \$39.21 per hour at the end of the retention period.

➤ Wage Modifications (Job 4)

For trainees employed in a priority industry, the Panel may modify the wage up to 25% below the statewide average hourly wage (from \$39.21 to \$29.41) in Job 4. The Company requests this modification.

Trainer Qualifications

FSU utilizes onsite instructor-led teaching methods. FSU experience has shown that employers have a higher training success rate when provided onsite by an instructor. Materials are readily available from vendors such as Cisco, Microsoft, and CompTIA. Content is customized to meet the requirements of software updates and newly released versions of their programs. Curriculum is also revised to ensure curriculum topics meet learning objectives and demographics within the class.

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).

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

- BPPE licensure valid from January 25, 2018 until January 24, 2023

Training Plan

Business Skills: Training will be offered to all occupations to improve employees' business report writing skills, ability to generate financial reports, increase product knowledge, enhance sales, marketing and negotiation skills, understand data privacy and develop customer and organizational skills. Trainees will also learn financial analysis and project management skills.

Computer Skills: Training will be offered to all occupations to increase their knowledge and capability to utilize computer software programs that will ease and improve internal and external communications through computer application and technology. The training will give IT staff the tools needed to support and secure the computer infrastructure, web and data of their companies. Employees will receive training on Adobe Software, Office 365, SharePoint, Visio, Web Page Programming, Cisco Networks, Citrix Networks, Database Systems, Microsoft Exchange, Cyber Security/Hacking, HTML, implementing and supporting Windows, Red Hat, Security Systems, SQL Server, cloud storage technologies (AWS and Azure), and Data privacy and protection. These programs are used to design and implement new software programs and infrastructures within the workplace.

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 FSU under an ETP Contract that was completed within the last five years:

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
ET19-0180	Encino	08/06/18 – 08/05/20	\$372,902	\$372,902 (100%)

DEVELOPMENT SERVICES

N/A

ADMINISTRATIVE SERVICES

N/A

TRAINING VENDORS

N/A

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

8 – 200

Trainees may receive any of the following:

BUSINESS SKILLS

- Business Report Writing
- Product knowledge
- Generate Financial Reports
- Sales and Marketing Training
- Negotiation Skills
- Customer Service
- Financial Analysis Skills
- Project Management
- Financial Risk Management
- Data Science and Analytics
- Laws and Concepts of Privacy and Confidentiality

COMPUTER SKILLS

- CISCO Networks
- Cyber Security
- Database Systems
- Cyber Hacking
- Scrum Master
- Red Hat
- Security Systems
- SQL Server
- Cloud Storage Technology (Amazon Web Services/Azure)
- Data Privacy
- Data Protection
- Windows 365
- Office 365
- SharePoint
- Adobe Multi-Media
- Microsoft Exchange
- Microsoft Office – Intermediate to Advanced Level
- Microsoft Windows Application
- Implementing and Supporting Windows
- Linux
- Data Privacy Law
- Information Technology Infrastructure Library (ITIL)

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: First Software USA	CCG No.: ET22-0284
Reference No: 22-0430	Page 1 of 4

Company: Crossroads Equipment Lease	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 2429 Peck Road	
City, State, Zip: Whittier, CA 90601	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 40	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 120	
Total # of full-time company employees in California: 120	

Company: Fothion inc	Priority Industry? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Address: 18375 Ventura Blvd. Suite 399	
City, State, Zip: Tarzana, CA, 91356	
Collective Bargaining Agreement(s): N/A	
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: 10	
Total # of full-time company employees in California: 10	

Company: Fleet Logic LLC	Priority Industry? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Address:2429 Peck Road	
City, State, Zip: Whittier, CA 90601	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 35	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 88	
Total # of full-time company employees in California: 88	

Company: First General Bank	Priority Industry? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Address: 1127 Baldwin Ave.	
City, State, Zip: Arcadia, CA 91007	
Collective Bargaining Agreement(s): N/A	
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: 70	
Total # of full-time company employees in California: 70	

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: First Software USA		CCG No.: ET22-0284
Reference No: 22-0430		Page 2 of 4
Company: Los Angeles Truck Centers.		Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 2429 South Peck Road		
City, State, Zip: Whittier ,CA, 90601		
Collective Bargaining Agreement(s): N/A		
Estimated # of employees to be retrained under this Contract: 150		Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 348		
Total # of full-time company employees in California: 348		
Company: Melissa Data Company		Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 22382 Avenida Empresa		
City, State, Zip: Rancho Santa Margarita, CA 92688		
Collective Bargaining Agreement(s): N/A		
Estimated # of employees to be retrained under this Contract:75		Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 115		
Total # of full-time company employees in California: 115		
Company: Multacom Corporation		Priority Industry? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Address: 16654 Soledad Canyon		
City, State, Zip: Canyon Country, CA 91387		
Collective Bargaining Agreement(s): N/A		
Estimated # of employees to be retrained under this Contract: 11		Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 17		
Total # of full-time company employees in California: 17		
Company: Northrop Grumman		Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 3520 E. Ave. M		
City, State, Zip: Palmdale, CA 93550		
Collective Bargaining Agreement(s): N/A		
Estimated # of employees to be retrained under this Contract: 30		Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 90,000		
Total # of full-time company employees in California: 5000		

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: First Software USA		CCG No.: ET22-0284
Reference No: 22-0430		Page 3 of 4
Company: QAS Networks		Priority Industry? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Address: 5 Park, Suite 350		
City, State, Zip: Irvine, CA, 92614		
Collective Bargaining Agreement(s): N/A		
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: 80		
Total # of full-time company employees in California: 80		
Company: Radnet Management Inc.		Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 1516 Cotner Ave.		
City, State, Zip: Los Angeles, CA ,90025		
Collective Bargaining Agreement(s): N/A		
Estimated # of employees to be retrained under this Contract:70		Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide:2421		
Total # of full-time company employees in California: 2421		
Company: Prime HealthCare		Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 3300 E. Guasti Road		
City, State, Zip: Ontario, CA 91761		
Collective Bargaining Agreement(s): N/A		
Estimated # of employees to be retrained under this Contract: 40		Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 40,000		
Total # of full-time company employees in California: 300		
Company: Sit' n Sleep Corporation		Priority Industry? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Address: 14300 S. Main Street		
City, State, Zip: Gardena, CA 90248		
Collective Bargaining Agreement(s): N/A		
Estimated # of employees to be retrained under this Contract: 45		Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 192		
Total # of full-time company employees in California: 192		

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: First Software USA		CCG No.: ET22-0284
Reference No: 22-0430		Page 4 of 4
Company: Unisys Corporation		Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 6 Cromwell		
City, State, Zip: Irvine, CA 92618		
Collective Bargaining Agreement(s): N/A		
Estimated # of employees to be retrained under this Contract: 25		Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 60,000		
Total # of full-time company employees in California: 75		
Company: Valley Home Health Care Agency		Priority Industry? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Address: 5530 Corbin Ave. suite 101		
City, State, Zip: Tarzana CA 91356		
Collective Bargaining Agreement(s): N/A		
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: 12		
Total # of full-time company employees in California: 12		



Retrainee-Job Creation
Training Proposal for:
International Business Machines Corporation
Contract Number: ET22-0280

Panel Meeting of: March 25, 2022

ETP Regional Office: San Francisco Bay Area

Analyst: S. Wang

PROJECT PROFILE

Contract Attributes:	Retrainee Job Creation Initiative Veterans Priority Rate	Industry Sector(s):	Manufacturing (E) Professional, Scientific Technology (54) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	San Francisco, Santa Clara, San Mateo, San Diego, 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: 4,903	U.S.:62,495	Worldwide: 361,192
<u>Turnover Rate:</u>	11%		
<u>Managers/Supervisors:</u> (% of total trainees)	9%		

FUNDING DETAIL

In-Kind Contribution
\$700,000

Total ETP Funding
\$497,904

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Priority Rate	Business Skills, Computer Skills, Cont. Improv., Mgmt Skills	767	8–200	0–200	\$552	\$22.50
				Weighted Avg: 24			
2	Job Creation Retrainee Priority Rate	Business Skills, Computer Skills, Cont. Improv., Mgmt Skills	100	8–200	0–200	\$552	\$22.50
				Weighted Avg: 24			
3	Veterans Retrainee Priority Rate	Business Skills, Computer Skills, Cont. Improv., Mgmt Skills	24	8–200	0–200	\$805	\$25.00
				Weighted Avg: 35			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: Job Numbers 1 and 3: \$23.53 per hour for San Mateo, Santa Clara, San Francisco counties; \$21.57 per hour for Orange, and San Diego counties
Job Number 2 (Job Creation): \$19.61 per hour for San Mateo, Santa Clara, and San Francisco counties; \$17.89 per hour for San Diego County; \$17.81 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 \$1.03 per hour may be used to meet the Post-Retention Wage for Job Number 1.

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1: Retrainee		
Business Operations Staff		162
Computer Programmer		100
		300
IT Project Managers		95
IT Research Scientist		30
Managers/Supervisors		80
Job Number 2: Job Creation		
Computer Programmers		50
		50
Job Number 3: Veterans		
Business Operations Staff		14
IT Project Manager		10

INTRODUCTION

Founded in 1911, International Business Machines Corporation (IBM) (www.ibm.com) provides Information Technology (IT) product and services worldwide. The Company creates, designs, markets, manufactures, and sells advanced technologies which includes computer systems, software, networking systems, storage devices, cloud computing, data analysis, data warehousing and web content delivery. Operating globally, IBM's customer base ranges from those of the public and private sectors, IT, healthcare and banking industry. ETP-funded training will be delivered to staff at its Santa Clara, San Francisco, San Mateo, Sacramento, San Diego, and Orange counties' facilities.

This will be IBM's tenth ETP Contract, and its fourth within the last five years. Previous training provided technical skills training on new and updated technologies to align with the newly acquired Red Hat platform. This proposal will focus on IBM's customer demand for digital transformation by using Hybrid Clouds and Artificial Intelligence (AI) technologies. While some curriculum topics are similar to the prior project, no training will be duplicated for any trainee.

Veterans Program

In this proposal, IBM will include 24 Veterans (Job Number 3) to participate in training and has a dedicated talent recruiter who focuses on Veteran recruitment. In addition the IBM Registered Apprenticeship Program recruits Veterans and Transitioning Service Members.

Retrainee - Job Creation

Due to business-capacity growth, the Company will hire 100 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. 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.

To meet business capabilities to address the customer's demand towards digital transformation, trainees will learn to reskill and upskill in these cloud technologies to address the customer base urgency to move to digital transformation. As technology has increasingly become a key engine of business success, enterprises around the world are prioritizing digital transformation. To date, only 25 percent of enterprise workloads have made it onto a public cloud. The remaining 75 percent have not moved as enterprises are having difficulties with how to handle the mission-critical workloads and data that require heightened security like for highly regulated industries.

PROJECT DETAILS

Training Plan

Training will be delivered via Class/Lab, E-Learning, and Computer-Based Training (CBT) in the following:

Business Skills: Training will be offered to Business Operations Staff and IT Project Managers and include Agile, Dynamic Delivery and Knowledge Management, Cloud Advisory – Enterprise Cloud Strategy and All-In on Hybrid Cloud. Trainees will learn to manage projects and learn ways to engage in business strategies.

Computer Skills: Training will be offered to IT Research Scientists and Computer Programmers and include Advanced Certified Scrum Product Owner (Scrum Alliance, Beginning Linux System Administration, Container & Kubernetes Essentials with IBM Cloud and Container Services with Kubernetes. Trainees will learn to research and innovate software and applications

Continuous Improvement: Training will be offered to IT Research Scientists and Computer Programmers and include AI Skills Academy, AIX Fundamentals, Capture Feedback and Monitoring Data and Ansible Essentials. Trainees will learn how to utilize data to improve workflow processes.

Management Skills: Training will be offered to Managers/Supervisors and include Advanced Communication for Technical Leaders, MD 101 LVC – Essentials to Lead, MD102 – Manager Impact through Signature Experience, and MD 103 – Advancing Your Management Effectiveness. Trainees will learn to build and lead teams.

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 0–200 hours of CBT.

Commitment to Training

IBM's annual-training budget is approximately \$5,000,000 statewide and includes government-mandated safety regulations, new-hire orientation, and rudimentary job skills. Since the technology industry is continuously changing and updated, IBM will continue to train its employees after completion of the training program. ETP funds will not displace the existing financial commitment to training.

➤ Training Infrastructure

The Project Executive (dedicated administrator) will oversee all ETP-funded training. At each of IBM's training facilities, there will be at least two Administrative Managers and several Administrative Staff assisting in the coordination of training. Training will be delivered by at least 100 in-house experts and vendors (if necessary) across its six locations. IBM retained a third-party subcontractor, California Manufacturers & Technology Association (CMTA), to perform administrative duties.

Electronic Recordkeeping/LMS

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

Green/Clean Operations

From IBM's operations to the design of its products and use of its technologies, the Company is committed to environmental leadership in all of its business activities. In 1991, IBM established the Product Stewardship Program to bring additional focus to the corporate-environmental affairs' policy objectives on its products' environmental design and performance. Today, the Product Stewardship Program is incorporated into IBM's worldwide Environmental Management System (EMS), which is certified to the ISO 14001 EMS standard. One of the six objectives that the IBM Product Stewardship Program includes is the development of products that are durable with consideration for the ability to be repaired, upgraded, refurbished, or remanufactured to extend product life.

Impact/Outcome

At the completion of training, trainees will understand the modification process of IBM Hybrid Cloud technology (Linux, Containers and Kubernetes) and A.I. technologies to work 100% on new and acquired technologies. Trainees will demonstrate knowledge by participating and leading in cloud-transformation projects. IBM has internal certifications for all courses completed and where applicable external certificates.

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 \$ %
ET20-0277	California	3/10/20 – 3/9/22	\$648,485	\$648,485 (100%)
18CS-0211	California	2/5/18 – 2/4/20	\$734,076	\$734,076 (100%)
ET16-0273	California	12/14/15 – 12/13/17	\$388,378	\$388,378 (100%)

DEVELOPMENT SERVICES

CMTA in Sacramento assisted with development of this proposal for a flat fee of \$0.

ADMINISTRATIVE SERVICES

CMTA 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:

BUSINESS SKILLS

- Agile
- AI for Multilingual World
- All-In on Hybrid Cloud
- Application Impact – Testing Method Overview
- Capabilities of Adobe Experience Platform
- Client Technology Strategy
- Cloud Advisory – Enterprise Cloud Strategy
- Competitive Analysis: Hypercience, AzureML and Google Docs AI for Extracting Values from Structured Documents
- Dynamic Delivery and Knowledge Management
- Dynamic Delivery and Knowledge Management – Collaborating With Your Client
- Guide Your Customer to Audit and Access Success
- IBM Automation Offerings Overview
- IBM Cloud: Satellite: Overview for HCS Go-to-Market
- IBM Garage Immersion Bootcamp
- IBM Services Cloud Advisory – Overview
- Introducing Cloud Innovate for Amazon Web Services (AWS)
- Introduction to IBM Z Digital Integration Hub (zDiH) Session Playback
- Introduction to the Customer Intelligent Workflow Growth Play
- Operating Principles and New Ways of Working
- Our Solutions at Work: IBM Systems
- Positioning Red Hat OpenShift Container Platform with Public Cloud Specific Kubernetes Services
- Red Hat Delivery Specialist – Container Platform Deployment (OCP 4)
- Selling Encryption
- The Journey to Threat Management

COMPUTER SKILLS

- Advanced Certified Scrum Product Owner (Scrum Alliance)
- Agile for Developers, Testers, and Program Manager
- Agile Reporting, Tracking, Metrics
- AWS Certification Program
- AWS Certified Solutions Architect
- AWS Cloud – Certified Solution Architect
- AWS Technical Foundation
- Blockchain Network Design
- Certified Scrum Master Training
- Cloud Computing – Cloud Architecture Overview
- Cloud Computing – Professional Cloud Solution Architect
- Developing on AWS
- Developing Solutions for Microsoft Azure
- DevSecOps: Site Reliability Engineering (SRE) Bootcamp
- IBM Cloud Paks Enablement

- IBM Cloud Satellite
- Microsoft Azure Architect Technologies (AZ-303)
- Red Hat OpenShift Administration II: Operating a Production Kubernetes Cluster (DO280)
- Red Hat Openshift Business Case and ROI Calculator
- Red Hat Openshift Developer Bootcamp
- RedHat Enablement
- Safe DevOps
- SAP S/4HANA Paid Discovery
- Solution Architect Bootcamp
- Virtualized Applications to OCP (VAO) Bootcamp

CONTINUOUS IMPROVEMENT

- AI Skills Academy
- AIX Fundamentals
- AppSec Fundamentals – Application Security Services
- Asset Reuse Manager (ARM) in CSP
- Change Management
- Db2 – Create and Maintain Db2 Programs V12
- Defending Android – Insecure Data Storage
- GDPR for Developers – Data Acquisition and Collection
- Google Analytics at IBM
- IBM (z/OS) – z/OS Systems Programming Fundamentals
- IBM Applying AI for Clients
- IBM General Data Protection Regulation (GDPR) Awareness Training
- IBM MQ – MQ Operations and Administration
- IBM PS Cloud Services Education
- Issue Management Online Assessment
- Java Programming for the IBM Enterprise
- Open Source Participation Guidelines
- People Analytics
- Project Cost Management
- RACF – Introduction
- REXX with z/OS and TSO/E
- Secure Software Coding – Common Software Vulnerabilities

MANAGEMENT SKILLS (Managers/Supervisors Only)

- Advanced Communication for Technical Leaders
- Cloud Project Management Bootcamp
- Communicate Effectively
- Fast Start 2021 Manager Bootcamp Workshop
- GBS Consulting Academy
- Global Sales School for Garage
- IBM Garage Immersion Bootcamp
- IBM Growth Workshop
- Managers of Technical Talent
- MD 101 LVC – Essentials to Lead
- MD 101/MD102 Program Invitation
- MD 102 – Manager Impact Through Signature Experiences
- MD 103 – Advancing Your Management Effectiveness

- MD 202: Cultivating Empowerment and Accountability
- Motivate Your Team
- Positive Leadership Edge
- Project Management Fundamentals
- Trusted Partner

CBT Hours

0-200

BUSINESS SKILLS

- Consider and Virtual Garage Engagement (Virtual Selling Accelerator) (0.75 hr.)
- Sketching for Whiteboard Selling ((Virtual Selling Accelerator) (0.5 hr.)
- 100M Core - OpenShift together (IBM GTS Sales Enablement) (0.85 hr.)
- 12 Steps Business Case Development (1.87 hrs.)
- QRadar Network Flows (1.13 hrs.)
- 2020 Introduction to Export Compliance @ IBM (0.5 hr.)
- 2020 New ERC Structure Education for ERCs (0.5 hr.)
- 2020 Technology and Source Code Transfers - Export Compliance Education (0.5 hr.)
- 2021 Client Value Plays (3 hrs.)
- Agile for Sellers (2.17 hrs.)
- Automation with Ansible (IBM GTS Sales Enablement) (0.52 hr.)
- Automotive 101: A Beginners Guide to Automotive Repair (3.2 hrs.)
- Automotive Industry Financial Insight (1 hr.)
- Avature for Providence St. Joseph (1.5 hrs.)
- Aviation Sales Kit (0.5 hr.)
- Become Strategic in Your Account Engagement (Sales Accelerators) (0.67 hr.)
- Becoming a Drupal Publisher (1 hr.)
- Build a Compelling Value Proposition (Sales Accelerators) (0.5 hr.)
- Build a strong business case (Sales Accelerators - Express value in financial terms (0.75 hr.)
- Build a Value Proposition for the Transformative Idea (4 hrs.)
- Build and deploy a Docker image on Kubernetes using Tekton Pipelines (1 hr.)
- Build and Test SPA Using React & Redux (1.16 hrs.)
- Build Real World Websites from Scratch Using HTML5 and CSS3 (5.83 hrs.)
- Build Real-Time LiveOps into Games with PlayFab (0.5 hr.)
- Build Trust with Authenticity (Sales Accelerators) (0.5 hr.)

COMPUTER SKILLS

- 2 Cloud Infrastructure Security (2.85 hrs.)
- 5G Edge Computing IBM AI Skills Academy (2.23 hrs.)
- AI Applications Fast Start 2021 Pre-work (4.08 hrs.)
- Ansible for the Absolute Beginner - Hands-On – DevOps (2.32 hrs.)
- Architectural Decision Points (3 hrs.)
- Architect Message Brokering and Serverless Applications in Azure (6.33 hrs.)
- Architect Network Infrastructure in Azure (8.98 hrs.)
- Architect Storage Infrastructure in Azure (6.12 hrs.)
- Azure Fundamentals (9.8 hrs.)
- Azure Fundamentals Part 1: Describe Core Azure Concepts (1.57 hrs.)
- Azure Fundamentals Part 2: Describe Core Azure Services (3.2 hrs.)

- Azure Fundamentals Part 3: Describe Core Solutions and Management Tools on Azure (2.9 hrs.)
- Azure Fundamentals Part 4: Describe General Security and Network Security Features (1.52 hrs.)
- Azure Fundamentals Part 5: Describe Identity, Governance, Privacy, and Compliance Features (2.13 hrs.)
- Azure Fundamentals Part 6: Describe Azure Cost Management and Service Level Agreements (1.77 hrs.)
- Create Intelligent Bots with the Azure Bot Service (2.63 hrs.)
- Distinguish Microsoft Azure Core Services (AZ-900) (2.55 hrs.)
- Evaluate Text with Azure Cognitive Language Services (2.22 hrs.)
- Evolve Your DevOps Practices (1.95 hrs.)
- Examine Microsoft Azure Security, Privacy, Compliance and Trust (AZ-900) (2.67 hrs.)
- Explore Microsoft Azure Cloud Concepts (AZ-900) (1.65 hrs.)
- Microsoft Power Platform Fundamentals (2.70 hrs.)
- Prerequisites for Azure Administrators (6.62 hrs.)
- Process and Classify Images with Azure Cognitive Vision Services (2.75 hrs.)
- Process and Translate Speech with Azure Cognitive Speech Services (1.57 hrs.)
- Publish a Machine Learning Experiment with Machine Learning Studio (1.10 hrs.)
- Review Microsoft Azure Pricing, Service Legal Agreements, and Lifecycles (AZ-900) (1.75 hrs.)
- SAP Certified Offerings for Azure (3.15 hrs.)
- Secure Your Cloud Data (6.22 hrs.)
- Store Data in Azure (3.83 hrs.)
- Getting Started with PowerApps (2 hrs.)
- Implement Data Storage Solutions (2 hrs.)
- Implementing Azure Security (2 hrs.)
- IBM Design Philosophy and Principles (0.5 hr.)
- Introduction to Cloud Security (1.07 hrs.)
- Introduction to Performance Testing (0.58 hr.)
- Explore Industry Trends (4 hrs.)
- The New PartnerWorld Program & Competencies (0.5 hr.)
- Analyze Your Client's Current Status (4 hrs.)
- Analyze Your Client's Competitors / Peers (4 hrs.)
- Explore IBM Solutions (4 hrs.)
- Validate Your Client Research (6 hrs.)
- 10.3 Understanding Each Process Area (1 hr.)
- Cloud Infrastructure Security (2.85 hrs.)
- IBM Design Language (0.67 hr.)
- Examine Case Studies (4 hrs.)
- Customize the Global Industry Agenda for Your Client (4 hrs.)
- Identify Sources of Inspiration for Your Client (5 hrs.)
- Identify a Transformation Idea for Your Client (2 hrs.)
- X Value Model (2 hrs.)
- 2019 - GTS Claim Education (1.5 hrs.)
- 2020 IBM's Denied Parties List (DPL): Requirements and DPL Tool (0.5 hr.)
- 2020 International Traffic in Arms Regulations (ITAR) and Defense Trade Export Compliance Education (0.5 hr.)
- 3x3 Content Co-Creation Model Overview (0.5 hr.)
- Market Based Pricing – Mainframe (0.75 hr.)

- Application Security and DevOps (1.53 hrs.)
- Cloud Security Operations (1.18 hrs.)
- 5G/Edge Computing (IBM AI Skills Academy) (2.23 hrs.)
- 5S Visual Management (0.5 hr.)
- 7 Lessons on Writing for Becoming a Standout Writer (2.6 hrs.)
- XML Basics (1.5 hrs.)
- A Beginner's Guide to Information Architecture for UX Designers (1 hr.)
- A Beginner's Guide to Open Source (0.65 hr.)
- A Practical Introduction to Cloud Computing (2.62 hrs.)
- A Security Overview (1 hr.)
- About RedHat OpenShift (0.5 hr.)
- Accelerate with IBM Storage: Discover Latest Capabilities of Spectrum Virtualize Easy Tier Setup(s) (1.5 hrs.)
- Accelerate with IBM Storage: TS7760 Best Practices (A View from the Field) (1.42 hrs.)
- Accelerating Solution Design with Reusable Assets and Cognitive Architect (0.5 hr.)
- Access Management Controls (0.75 hr.)
- Access Management Session 1 - Control Points 525, 526, 528, 531, 536 (1.08 hrs.)
- Access Management Session 2 - Control Points 525, 526, 528, 531, 536 (1 hr.)
- Access Management Session 3 - Control Points 525, 526, 528, 531, 536 (1 hr.)
- Accessibility & Design (0.71 hr.)
- Accessibility Compliance System (ACS) 3.1 Fundamentals (3 hrs.)
- Accessibility Fundamentals (3 hrs.)
- Accessibility on iOS (1 hr.)
- Accounts & Contacts for Lightning Experience Trailhead (0.5 hr.)
- ACI Multisite Deployment (1.5 hrs.)
- Acquire Cloud Pak for Security Knowledge (1.33 hrs.)
- Acquire Resilient Segment Knowledge (3.13 hrs.)
- Acrylic Painting - Introduction to Acrylic Painting (3.72 hrs.)
- Act as a Customer (IBM Industry Accelerators - Take an Industry Seeing Tour) (1 hr.)
- Active Directory (1.14 hrs.)
- Add Note to a Delivery Engagement (WHIBP-160) (0.5 hr.)
- Adding Another Delivery Activity to a Delivery Element (Kimble WHIBP-166) (0.5 hr.)
- Adobe XD Workshop: Fail Fast to Succeed Sooner: Design, Prototype, and User Test with Adobe XD (1.5 hr.)
- Advanced Assembly Lines (0.75 hr.)
- Advanced Authentication (2 hr.)
- Advanced GraphQL (1.5 hrs.)
- Advanced Linux System Administration (3.83 hrs.)
- Advanced networking for IBM Cloud VPC (1 hr.)
- Advanced SQL Queries (1.42 hrs.)
- Advanced Stock Trading Course + Strategies (9.4 hrs.)
- Advocacy Academy - Quality CLF (0.5 hr.)
- Aerospace and Defense Industry Financial Insight (1 hr.)

CONTINUOUS IMPROVEMENT

- 2021 Client Value Plays (3 hrs.)
- 2021 Incentives Education Road Map (0.5 hr.)
- 2-TRIRIGA Portal Overview (0.52 hr.)
- Advance Business Analytics (1 hr.)

- Agile Ceremonies - Why and What? (0.5 hr.)
- Agile Education from Scrum Alliance (1 hr.)
- Agile Explorer (1 hr.)
- Agile Flow EAM (0.5 hr.)
- Agile Lifecycle Manager 2.0 New Release Technical Enablement (2 hrs.)
- Agile Methodologies (0.74 hr.)
- Agile Operations Fundamentals (1.35 hrs.)
- Agile Practitioner Achiever Badge (8.33 hrs.)
- Agile Principles and Methodologies (0.74 hr.)
- Agile Project Planning (0.74 hr.)
- Agile Project Scheduling and Monitoring (0.75 hr.)
- Agile Software Development: Agile Development Life Cycle (1.43 hrs.)
- Agile Software Testing: Methodologies and Testing Approaches (2.17 hrs.)
- Agile Stakeholder Engagement and Team Development (0.73 hr.)
- Agile Test-Driven Development (0.62 hr.)
- Agile, Design Thinking, and Garage Methods (0.5 hr.)
- Agile: What's Next! (4.23 hrs.)
- Agile@IBM - Stand ups (0.5 hr.)
- AgileTA Artifacts (Talent Acquisition Accelerators) (0.67 hr.)
- AgileTA Concepts (Talent Acquisition Accelerators) (0.83 hr.)
- AgileTA Rituals (Talent Acquisition Accelerators) (1 hr.)
- AgileTA Tools (Talent Acquisition Accelerators) (0.83 hr.)
- An Agile Crash Course: Agile Project Management and Agile Delivery (0.5 hr.)
- An Agile Crash Course: Agile Project Management and Agile Delivery (1.02 hrs.)
- An Agile Crash Course: Agile Project Management and Agile Delivery (1.08 hrs.)
- Analytics Essentials: Analytics Platform (0.5 hr.)
- Analytics from IBM Institute for Business Value (0.5 hr.)
- Analytics in Action for SMS (1 hr.)
- ANALYZE - Data Science (1 hr.)
- Analyze the Target Audience for Your Transformational Idea (3 hrs.)
- Ansible Essentials (2 hrs.)
- Articulate the Differentiating Value of IBM (2 hrs.)
- Assess Analytics Report and Create Actionable Insights (0.5 hr.)
- Automation Learning Center Essentials (1 hr.)
- Budget Interlock Module BIM - 1H20 (1.5 hrs.)
- Build a Value Proposition for the Transformational Idea (4 hrs.)
- Building Resilient Streaming Analytics Systems on GCP (11.5 hrs.)
- Capture Feedback and Monitoring Data (1.77 hrs.)
- Create a Strategic Plan for Your Transformational Idea (2 hrs.)

IBM has provided ETP with a complete list of all CBT courses prior to upload into CEF. This CBT list includes standard times per module.

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:

JS Audit Group, Inc. dba Primus Auditing Operations

Contract Number: ET22-0274

Panel Meeting of: March 25, 2022

ETP Regional Office: North Hollywood

Analyst: M. Niquet

PROJECT PROFILE

Contract Attributes:	SB <100	Industry Sector(s):	Services (G)
	Retrainee		Professional, Scientific Technology (54)
	Priority Rate		Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Job Creation Initiative		
Counties Served:	Santa Barbara	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Number of Employees in:	CA: 30	U.S.: 30	Worldwide: 63
<u>Turnover Rate:</u>	9%		
<u>Managers/Supervisors:</u> (% of total trainees)	2%		

FUNDING DETAIL

In-Kind Contribution
\$91,558

Total ETP Funding
\$76,590

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, Computer Skills, Continuous Improv.	30	8-200	0	\$1,725	\$21.57
				Weighted Avg: 75			
2	Retrainee Job Creation Priority Rate SB<100	Business Skills, Computer Skills, Continuous Improv.	9	8-200	0	\$2,760	\$19.01
				Weighted Avg: 120			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: \$21.57 per hour in Santa Barbara County. **Job Number 2:** \$17.64 per hour in Santa Barbara 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 in Job Number 1.

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1		
Administrative Support		7
Auditor Coordinator		4
		5
Quality Assurance Specialist		1
		2
		7
Manager		4
Job Number 2		
Auditor Coordinator		6
Quality Assurance Specialist		1
		2

INTRODUCTION

Founded in 2015 and located Santa Maria, JS Audit Group, Inc. dba Primus Auditing Operations (Primus) (www.primusauditingops.com) provides agricultural commodity and market regulation audit services which allows clients to obtain fresh produce from farms utilized to produce foods

for sale. The Company's services also include confirming that fresh produce from suppliers comply with Food Safety Regulations. The Company's customer base includes grocery chains, Sam's Club, Costco and Walmart. Training will be delivered at the Company's location in Santa Maria. This is Primus' third ETP Contract, the third in the last five years.

Veterans Program

Although there is no Veteran Job Number in this proposal, Primus actively recruits in the Veteran community and values the Veteran workforce.

PROJECT DETAILS

In the prior ETP Contract, Primus focused training on the implementation of a new Enterprise Resource Planning (ERP) system to incorporate all Primus functions, including integrations and equipment used for audit processes. In the Company's first ETP Contract, Primus had the opportunity to formalize its training program and focus training on utilizing new handheld hardware. Training in this contract will focus on new services, new changes in the auditing schemes, and a continuation of training of the implementation of the Company's ERP system.

The pandemic has affected the global supply chain and agriculture, with changes being put in place constantly evolving. In addition, the food auditing business has been rapidly changing forcing Primus to realign strategies for training in order to meeting requirements and regulations, to keep up with the latest trends in food safety and regulations. Primus is focused on continuing to develop new products, systems, and processes and has rolled out four new programs and services (Voluntary Qualified Importer Program, Bee Better Certified, Social Accountability Audits, FDA Audits) available to customers and will require substantial training for all employees. Training will also focus on PrimusGFS. Global Food Safety Initiative benchmarked and fully recognized audit scheme covering both GAP and GMP scopes as well as Food Safety Management Systems.

Training in this proposal will allow employees to be on top of technology advancements, as well as the daily changes in compliance regulations. Employees will gain skills that will better equip them to not only meet but exceed the constantly evolving customer demands and requirements. In addition, the Company will be hiring nine new employees in order meet the increased customer demand and expanding business services. Training for these employees will be extensive as all FDA and State regulations must be learned as well as digitized forms of auditing.

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 order to meet the increased customer demand and expand the existing business capacity, Primus will hire nine 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.

Training Plan

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

Business Skills: Training will be offered to all occupations. Training will to improve business operations. Training topics include Business Analysis, Best Practices, Project Management and Productivity Skills.

Computer Skills: Training will be offered to all occupations. Training will improve software skills. Training topics include Automate Audit Scheme, Audit Scheme Software Updates, Open Source, Secure Data and Web Design and Application Development.

Continuous Improvement: Training will be offered to all occupations. Training will improve processes. Training topics include Quality Concepts, Sustainability Standards, Process Improvement and Conflict Resolution.

Commitment to Training

Primus invests over \$15,000 annually on training for its facility in Santa Maria that includes onboarding, safety training and sexual harassment prevention. 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

Primus has designated the Human Resources Manager to oversee the project with the assistance of a training Manager and Training Coordinator who will assist with scheduling and coordinating training, recordkeeping, and internal project administration. The Company also has a Training Manager and Training Coordinator who will assist in the process. A third party administrator will assist with ETP project administration. The Company has a detailed training plan in place and is ready to start training upon approval.

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 \$ %
ET20-0207	Santa Maria	12/05/2019- 12/04/2021	\$43,470	\$43,470 (100%)
18CS-0029	Santa Maria	07/27/2017- 07/26/2019	\$49,500	\$45,361 (92%)

DEVELOPMENT SERVICES

Primus retained Training Grants Intelligence Inc. in Suwanee, Georgia to assist with development of this proposal for a flat rate of \$4,500.

ADMINISTRATIVE SERVICES

Grants Intelligence Inc. 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

- Best Practices
- Business Analysis
- Communication Skills
- Business Performance Skills Enhancement
- Productivity Skills
- Business Management Skills
- Project Management Skills
- Office Management Skills

COMPUTER SKILLS

- Automate Audit Scheme
- Audit Scheme Software Update
- Mobile Digital
- Opens Source
- Secure Data
- Adobe ME
- Data Management and Analytics
- System Administration
- System Analysis
- Web Design and Application Development Database
- Office Word, Excel, Access, PowerPoint (intermediate and Advanced)

CONTINUOUS IMPROVEMENT SKILLS

- Quality Concepts
- Food Safety Modernization Act(FSMA) Standards
- Sustainability Standards
- Sedex Members Ethical Trade Audit (SMETA)
- Regulatory Food Safety Audits
- TESCO/GRASP
- Small Supplier Food Safety/Quality Audits
- Global Market Program Assessments
- Process Improvement
- Conflict Resolution
- Leadership Skills
- Teambuilding
- Focus Improvement
- Organizational Capability
- Productivity
- Marketing/Sales
- Customer Service

- Systems, Applications and Products
(Green Knowledge, Extreme Climate Management Skills,
Technology & Research Disaster Management, Sustainability
Support)
- Rural Development
- Agriculture Advisor Training
- AgriSETA Skills
- Sectoral Priority Occupations (PIVOTAL) Skills

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

Note: Reimbursement for new hire training is capped at 200 total training hours per trainee.



**Retrainee-Job Creation
Training Proposal for:
JTE Electrical, Inc.**

Contract Number: ET22-0289

Panel Meeting of: March 25, 2022

ETP Regional Office: Sacramento

Analyst: A. Reyes

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate Job Creation Initiative SB <100	Industry Sector(s):	Construction (C) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Sacramento	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: 52	U.S.: 52	Worldwide: 52
<u>Turnover Rate:</u>	2%		
<u>Managers/Supervisors:</u> (% of total trainees)	9%		

FUNDING DETAIL

In-Kind Contribution
\$141,763

Total ETP Funding
\$81,765

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, Commercial Skills, Computer Skills, Hazardous Materials, PL- Commercial Skills, OSHA 10/30	47	8-200	0	\$1,035	\$21.57
				Weighted Avg: 45			
2	Retrainee Priority Rate Job Creation Initiative SB<100	Business Skills, Commercial Skills, Computer Skills, Hazardous Materials, PL- Commercial Skills, OSHA 10/30	18	8-200	0	\$1,840	\$17.64
				Weighted Avg: 80			

Minimum Wage by County: Job Number 1 (Retrainee): \$21.57 per hour for Sacramento County; **Job Number 2 (Job Creation):** \$17.64 per hour for 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

\$2.50 per hour may be used to meet the Post-Retention Wage for Job Number 1 and \$0.64 per hour may be used to meet the Post-Retention Wage for Job Number 2.

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1		
Administrative Staff		2
		4
Field Labor - Electrician		8
		4
		6
Field Labor - Estimator		1
Foreman		15
Management		7
Job Number 2		
Administrative Staff		1
Field Labor – Electrician		3
		3

		1
Field Labor – Estimator		7
Foreman		1
Management		2

INTRODUCTION

Founded in 2009 and headquartered in Sacramento, JTE Electrical, Inc. (JTE Electrical) (<https://www.jte-electrical.com>) specializes in the installation and maintenance of electrical systems throughout Northern California. The Company provides its services to a wide array of consumers including offices, hospitals, industrial buildings, agricultural buildings, and more recently, multi-family buildings. Training will be delivered at JTE Electrical's location in Sacramento. This will be JTE Electrical's first ETP Contract.

Veterans Program

Currently JTE Electrical does not actively recruit Veterans specifically, however the Company is actively seeking ways to proactively hire veterans.

PROJECT DETAILS

Due to an increase in customer demand, JTE Electrical is expanding its business portfolio to include residential multifamily homes. As the electrical systems of multi-dwelling units are more complicated compared to industrial buildings, staff require extensive training to ensure the wiring work is completed correctly and safely following the American Wire Gauge system. The Company is also increasing its services to include new greener energy options. These include solar rooftop systems, commercial and residential batteries for power back-up, and electric vehicle charging stations.

JTE Electrical will also focus training on quality service by certifying staff on OSHA 10/30, as well as certifying trainees on heavy machinery such as Forklifts, Boom lifts, Telehandlers, and other heavy machinery. JTE believes that by certifying in both OSHA and equipment, the Company will reduce costs and provide staff with transferrable skills, adding value to staff and the Company.

In addition, the Company has implemented new software systems including Plangrid, Procure, CMiC, and Foundation, as part of a new process improvement. These software systems include a construction management platform, an estimating software, and an accounting software. Training will be provided to all staff to ensure they are proficient in operating the new software systems.

Training Plan

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

Business Skills: Training will be provided to all occupations in administrative efficiency and will provide staff with the skills to operate the business effectively. Training topics include Business Writing, Leadership, and Project Management and Methodology.

Commercial Skills: Training will be provided to Management, Foreman, Field Labor-Estimators, Field Labor-Electricians and focus on processes necessary to complete project. Training topics include Construction Quality Management (CQM), Electrical Installation, and Rigging and Signaling.

Computer Skills: Training will be provided to all occupations and will focus on new software and upgraded systems. Training will improve overall processes and productivity. Training topics include CAD Software, Plangrid, and CMiC.

Hazardous Materials Skills: Training will be provided to all occupations. Staff will receive the skills necessary to ensure a safe work environment while working with dangerous materials. Training topics include Hazardous Materials Handling.

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 also manufacturing. Completion of the training results in a certificate that expands employment opportunities. The coursework must be approved by Cal-OSHA, and the instructors must be certified by Cal-OSHA.

Productive Laboratory (PL)

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.

JTE Electrical will train Foremen, and Field Labor-Electricians in PL - Commercial Skills. PL will allow trainees to perform their duties while being able to safely develop their skills. Trainees will receive hands-on training specific to the electrical systems that they will be constructing and installing. PL training will supplement the courses listed in class/lab training.

Training will be under constant supervision with a 1:1 trainer-to-trainee ratio. Production is expected to be lower as during PL as the trainer will coach and mentor the trainees. This will be done to ensure the highest quality of work is done. PL will be capped at 100 hours per trainee.

Commitment to Training

JTE Electrical annual training budget is approximately \$40,000 per facility for safety and employee improvement. The Company is committed to improving performance and knowledge for all 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

JTE Electrical has a structured training plan in place and is ready to start training upon project approval. The General Superintendent will oversee project administration along with the Office Manager, who will handle training rosters and tracking performance. A third party administrator will assist with the implementation, compliance, reporting and reimbursements for the contract. Training will be provided by in-house experts and vendors as needed.

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 new green energy services, JTE Electrical currently has more demand than they can meet with current staff. They plan on hiring new staff in order to meet the demand for their services. The Company will hire 18 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.

DEVELOPMENT SERVICES

Carrasco LLP, Innovative Tax Solutions in Sacramento assisted with development for a flat fee of \$8,000.

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 Hours**

8-200

BUSINESS SKILLS

- Business Writing
- Cost Control
- Develop Employee Accountability
- Employee Coaching
- Employee Engagement
- Financial Analysis
- Leadership
- Product Knowledge
- Project Management and Methodology

COMMERCIAL SKILLS

- Authorization
- Blueprint Reading
- Building Systems
- Change Order Negotiations
- Concrete Forming
- Confined Space
- Construction Contract Administration
- Construction Cost Awareness and Production
- Construction Job Site Logistics/Sequencing
- Construction Management
- Construction Quality Management (CQM)
- Construction Team Support
- Crisis Management
- Dimmers
- Electrical Equipment
- Electrical Installation
- Electrical Programming
- Electricity Overview
- Energy & Environmental Design For Green Building
- Engineering Theory/Planning/Design
- Environment Impact Planning
- Equipment Operation
- Estimating
- Forklift/Scissor Lift
- How to Complete a Work Authorization
- Insurance
- LEED Building Codes/Design (Leadership in Energy and Environmental Design)
- LEED Building Fundamentals
- LEED Systems
- Lighting

- Lock Out/Tag Out
- Personal Protection Equipment
- Planning and Scheduling
- Product Knowledge
- Project Management
- Rigging and Signaling
- Switches
- Traffic Control

COMPUTER SKILLS

- CAD software (Computer-Aided Design)
- CMiC
- Construction Management
- ERP Training (Enterprise Resource Planning)
- Foundation
- Plangrid
- Procore
- Timberline Software

HAZARDOUS MATERIALS SKILLS

- Hazardous Materials Handling

SAFETY SKILLS - OSHA 10

- OSHA 10

SAFETY SKILLS - OSHA 30

- OSHA 30

Safety Training is capped at 10% of a trainee's total training hours

Productive Lab Hours

0-100

COMMERCIAL SKILLS (1:1 trainer-to-trainee ratio)

- Building Systems
- Concrete Forming
- Confined Space
- Construction Cost Awareness and Production
- Construction Job Site Logistics/Sequencing
- Construction Management
- Construction Quality Management (CQM)
- Dimmers
- Electrical Equipment
- Electrical Installation
- Electrical Programming
- Electricity Overview

- Energy & Environmental Design for Green Building
- Engineering Theory/Planning/Design
- Environment Impact Planning
- Equipment Operation
- Estimating
- Forklift/Scissor Lift
- LEED Building Codes/Design
- LEED Building Fundamentals
- LEED Systems
- Lighting
- Rigging and Signaling
- Switches
- Traffic Control

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



Training Proposal for:

JVS SoCal

Contract Number: ET22-0275

Panel Meeting of: March 25, 2022

ETP Regional Office: North Hollywood

Analyst: M. Paccarelli

PROJECT PROFILE

Contract Attributes:	New Hire SET Multiple Barriers	Industry Sector(s):	MEC (H) Healthcare (62) Finance Insurance (52) Services (61,71,72,81,92) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Los Angeles, Orange, San Diego, San Bernardino, Riverside, Ventura, Kern	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
\$546,480		\$52,470 12%		\$598,950

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	Commercial Skills, Job Readiness	198	8-260	0	\$3,025	\$16.00
				Weighted Avg: 120			

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

Minimum Wage by County: \$15.00 for Los Angeles, Orange, San Diego, San Bernardino, Riverside, Ventura 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 some 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
Healthcare Worker		39
		17
Financial Clerk		39
		12
Maintenance & Repair Worker		35
		14
Office & Administrative Support Worker		15
		27

INTRODUCTION

JVS SoCal (JVS) (www.jvs-socal.org) was founded in 1931 as a non-sectarian, not-for-profit organization with a mission to build better lives, one job at a time, by empowering individuals to achieve dignity and economic independence through sustainable employment.

As a general vocational and career development service agency, JVS meets the employment and training needs of individuals with disabilities, public assistance recipients, dislocated workers, immigrants and refugees, working poor, formerly incarcerated, at-risk and probation-involved youth, housing insecure and individuals with economic, social and psychological barriers to employment. JVS serves over 24,000 individuals annually in the Greater Los Angeles area who are looking for work, seeking career planning, or are interested in career resiliency in their work environment.

Veterans

Although there is no Veterans component in the proposed training, Veterans may be included in the proposed training population. JVS has the resources that can facilitate opportunities to potential Veteran applicants that are presented through this proposal. JVS provides services to Veterans, reservists and spouses in career coaching, transferable skills assessments, case management, job readiness workshops, access to vocational training, job placement, job retention and linkages to supportive services.

PROJECT DETAILS

California has the highest number of individuals in poverty of any state and Los Angeles County has the state's highest poverty rate at 24.3% according to the Los Angeles Homeless Services Authority. In December 2021, the Bureau of Labor Statistics reported the County's unemployment rate at 8.4% against the statewide average of 3.9%. In the shadows of COVID-19, as employees become job seekers because their industries are no longer viable, lack of transferrable skills, or because they are interested in starting fresh with a career that includes a career path, unemployment remains high.

According to the EDD Labor Market Information Division, the job market projections for Los Angeles from 2018 to 2028 are 110,000 openings for financial clerks; 61,000 openings for nursing, psychiatric and home health aides; 814,000 openings for office and administrative support occupations; and 35,900 openings for maintenance and repair workers. To meet this demand, JVS is seeking funding for its JVSWorks® program for careers in high growth industries such as BankWork\$® (financial services), HealthWorks® (Certified Nurse Assistant), ApartmentWorks® (Certificate for Apartment Maintenance Technicians), and CareerWork\$ Medical (non-clinical healthcare).

The JVSWorks® suite has a 16-year record of helping marginalized individuals who face barriers to employment for training and placement that would launch a career in high-growth industries. The proposed training will target individuals with multiple barriers to employment in L.A. County and neighboring counties. A substantial segment of these trainees are below the poverty line. While some participants may be employed, they are underemployed, working one or more part-time jobs at minimum wage that offer no hope of career advancement.

Curriculum Development

Each JVSWorks®'s proprietary career training program is created in partnership with relevant trade associations and/or employer partners, and is guided by labor market research available through the Bureau of Labor Statistics and EDD. The curriculum was developed in partnership with industry experts to ensure it is responsive to the labor market and remains relevant as labor market changes occur. Employer partners are active architects of the curriculum to ensure it met their needs. They participate in regular sector roundtables in order to make the necessary improvements to the curriculum in a timely fashion.

BankWork\$®

The BankWork\$® curriculum was developed in response to the financial sector's needs. This program was designed to recruit, screen, train, and place individuals in positions within the banking industry. Despite the growing popularity of online banking, bank partners have demonstrated an ongoing need for qualified candidates to fill positions at their brick and mortar locations. The skills required for employment at banks have grown increasingly sophisticated and

complex. In addition, bank offerings have expanded significantly requiring bank personnel to be attuned to assess customers' needs and offer appropriate services.

To address the employment needs of the financial sector, a banking consortium was created to provide input regarding content and structure of the BankWork\$® program. Participating financial institutions include Wells Fargo, Bank of America, Banc of California, JPMorgan Chase, U.S. Bank, and City National Bank. The consortium meets regularly and provides input regarding content and structure of the training program as well as supplies resources and materials to create an effective program.

HealthWorks®

The HealthWorks® curriculum was developed by JVS in accordance with the Department of Health and Human Services mandates. The Bureau of Labor Statistics estimated a projected growth in health occupations from 2020 to 2030, much faster than the average based on the long-term care and rehabilitation needs of a growing elderly population. The HealthWorks® training program will enable people with barriers to employment to find fulfilling careers in healthcare while addressing the demand for qualified workers in the healthcare sector.

As a participant of the Los Angeles Healthcare Advisory Group, JVS collaborates with healthcare human resource professionals from long-term care facilities, community-based training providers, and major local hospitals. The advisory group's main focus is to address the lack of qualified CNA/HHA candidates to fill positions at hospitals and facilities.

ApartmentWorks®

The National Apartment Association estimated that over the next decade the number of renter households is likely to rise from 360,000 to 470,000 annually. As a result, the apartment industry need new employees for replacement of retiring employees, expansion of the number of apartment renters and new apartment development and construction, redevelopment of aging apartment communities, and increase in seniors opting for age-restricted retirement or senior communities.

Aided by representatives of the National Apartment Association (NAA), JVS conducted in-depth interviews and held several industry roundtables to identify the specific hiring needs of apartment community owners and property management firms in the area for apartment maintenance technicians in the Greater Los Angeles area. Participating firms included Douglass Emmett, Property Management Associates, Equity Residential, Goldrich & Kest, E&S Ring, EGL Properties, and Avalon Bay

The ApartmentWorks® curriculum meets the standards for the Certificate for Apartment Maintenance Technicians developed by the NAA. JVS also convened a cross-section of apartment owners and property management firms to ensure that the curriculum meet their needs.

CareerWork\$® Medical

CareerWork\$® Medical provides low-income individuals who face barriers to employment with access to high demand, entry-level, non-clinical healthcare positions with career mobility and benefits at local hospitals, clinics, and medical practices. A recent survey conducted by the California Hospital Association and Health Workforce Initiative found that the vast majority of hospitals in Southern California are concerned about their future ability to source an adequate number of qualified applicants to fill their open positions. Structural shifts within the healthcare sector have contributed to increased demand for appropriately skilled candidates.

Training Plan

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

Commercial Skills: Training will be offered to all occupations in new job skills needed to gain full-time employment. It will cover course modules designed to gain the necessary skills for placement in healthcare, financial services, administration and maintenance.

Job Readiness Skills: Training will be offered to individuals who do not have work experience. This training will prepare them for the job market, enhance their employability, and increase the likelihood of finding suitable employment at the end of training.

Outcome

Upon completion of the training program, all trainees will receive a certificate of completion. HealthWork\$® graduates will also receive CNA license and ApartmentWork\$® graduates will receive a National Apartment Association Certificate for Apartment Maintenance Technicians.

Special Employment Training/Multiple Barriers (New Hire)

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 and Retention Modifications

All trainees have two or more barriers to employment (e.g., mental or physical disability, limited English proficiency, limited math skills, or some similar impediment) preventing them from readily entering or fully participating in the labor force. These trainees are subject to the ETP New Hire Minimum Wage rather than the Statewide Average Hourly Wage (25% below ETP Minimum Wage). JVS requests this wage modification for these trainees.

The Panel may also modify the retention period for these trainees, making it 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. JVS requests a retention modification for these trainees.

Marketing and Support Costs

JVS promotes its training programs through a variety of channels. This includes orientations and flyers at the four JVS-operated America's Job Centers of California and other workforce development agencies. JVS also promotes its programs on its website and various social media platforms, including LinkedIn and Facebook. Several community partners, including Pacific Gateway, the Canoga Park WorkSource Center, and EXPO Center have hosted various JVS activities, including participant recruitment and assessment as well as actual training on their site.

For employer recruitment, JVS has developed relationships with a cadre of employers in the field who recognize the excellent quality of its graduates. JVS continues to expand that cadre by reaching out to prospective employers to consider its candidates for open positions at their organization.

For trainee recruitment, each potential trainee is assessed utilizing a specialized testing and screening process developed by the JVS Assessment department which includes literacy and math skills assessment, a career interest inventory, and an emotional assessment for commitment to the career. JVS also provides wrap-around support services for trainees such as comprehensive case management and referral to additional supportive services (e.g., child care, transportation, family counseling, and interview clothing). This built-in support network plays a key role in ensuring that trainees can successfully complete the training program, obtain required certifications, get placed, and retain employment. These services require increased staff outreach efforts and expanded advertising and marketing; therefore, JVS requests, and staff supports, 12% support costs.

Active Covid Contract

JVS has an active contract with ETP under the COVID Pilot project (ET21-0193) with a term of 02/01/21 to 01/31/23. Of an estimated 100 trainees, 133 have been enrolled and 94 have received the minimum hours of training. Based on the ETP System, 376 reimbursable hours have been tracked for potential earnings of \$188,000 (94% of approved amount). The Contractor projects final earnings of 100% based on training currently committed to by employers and in progress through November 2022.

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

JVSWorks®'s Director of Operations and two dedicated full-time staff members will oversee the project implementation and administration. As a repeat ETP Contractor, JVS has established a robust system for administering its contracts. Training will be conducted at JVS training facilities, participating employers' worksites or via E-Learning platform.

Trainer Qualifications

Trainers are JVSWorks®'s in-house instructors who have extensive expertise in the subject matter with experience working in financial, healthcare, administrative or apartment industries.

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 JVS under ETP Contracts that were completed within the last five years:

Contract No.	Location (City)	Term	Approved Amount	Payment Earned	
				\$	%
ET20-0103	Statewide	7/01/19-12/27/21	\$748,638	\$670,347 (88%)*	

ET18-0172	Statewide	4/23/18- 4/22/20	\$949,830	\$949,960 (100%)
ET17-0264	Statewide	10/01/16- 9/30/18	\$949,960	\$949,960 (100%)
ET15-0479	Statewide	6/15/15- 6/14/17	\$648,776	\$648,055 (99%)

*ET20-0103: Based on the ETP system, the total payment earned to date is \$506,410. A Final Closeout Invoice has been submitted and currently in process. If the invoice is approved, total projected earnings will be \$670,347 (90% of the contract amount).

DEVELOPMENT SERVICES

JVS retained Steve Duscha in Sacramento to assist with development of this proposal for a flat fee of \$15,000.

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:

COMMERCIAL SKILLS**BankWork\$®**

- Financial Services
- Communications Skills
- Customer service Skills
- Problem Solving
- Types of Financial Institutions
- Types of Financial Jobs
- Types of Accounts
- Transactions
- Confidentiality
- Bookkeeping
- Handling Cash
- Industry Norms and Expectations
- Exploring Customers' Needs
- Recommending Products and Services

HealthWorks®

- Certified Nurse Assistant/Home Health Aide (CNA/HHA)
- Patient Rights
- Communication Skills
- Interpersonal Skills
- Safe Environment
- Body Mechanics
- Principles of Asepsis
- Weights and Measures
- Resident Care Skills
- Vital Signs
- Nutrition
- Emergency Procedures
- Long Term Care Resident
- Rehabilitative/Restorative Care
- Observation & Charting
- Death and Dying
- Patient Care

ApartmentWorks®

- Inside the Apartment Business
- People, Projects and Finance
- Interior and Exterior Maintenance & Repair
- Electrical Systems Operation
- Plumbing Systems Operation
- Heating, Ventilation and Air
- Conditioning Operations
- Appliances Maintenance and Repair

CareerWork\$ Medical®

- Medical Administration
- Bookkeeping
- Scheduling
- Customer Service
- Patient Expectations
- Billing and Coding
- Patient Financial Services
- Communications Skills
- Problem Solving
- Culture of Safety
- Medical Terminology
- Healthcare Regulation
- Confidentiality
- COVID-19
- Understanding the Patient Experience

JOB READINESS SKILLS

- Career Planning & Assessment
- Resume Building
- Interviewing Skills
- Workplace Etiquette
- Presentation/Appearance
- Personal Financial Records & Planning
- Customer Service/Bed Side Manners
- Basic Computer Literacy
- Ethics in the Workplace
- Online and Social Media Etiquette
- Diversity and Inclusion in the Workplace

Note: Reimbursement for New Hire training is capped at 260 total training hours per trainee, regardless of the method of delivery.



**Training Proposal for:
Murrieta Chamber of Commerce**

Contract Number: ET22-0285

Panel Meeting of: March 25, 2022

ETP Regional Office: San Diego

Analyst: K. Hernandez

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate SB <100	Industry Sector(s):	Manufacturing (E) Trade Wholesale (42) Transportation and Warehousing (48-49) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Multiple Counties	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Turnover Rate:	≤20%		
Managers/Supervisors: (% of total trainees)	≤20%		

FUNDING DETAIL

Program Costs	+	Support Costs	=	Total ETP Funding
\$560,648		\$38,780 8%		\$599,428

In-Kind Contribution:	50% of Total ETP Funding Required	\$498,000
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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. Improv., Mfg. Skills	385	8-200	0	\$1,082	\$21.57
				Weighted Avg: 44			
2	Retrainee Priority Rate SB <100	Business Skills, Computer Skills, Cont. Improv., Mfg. Skills	169	8-200	0	\$1,082	\$21.57
				Weighted Avg: 44			

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

Minimum Wage by County: Job Number 1 & 2: \$23.53 in Alameda, Marin, San Mateo, Santa Clara, San Francisco Counties; \$23.30 in Contra Costa; \$21.73 in Los Angeles County; \$21.57 per hour for all other Counties

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

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

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

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1		
Administration Staff		20
		10
Operators		25
		20
		10
Production Workers		30
		25
		10
Engineers		15
Managers/Supervisors		20
		10
		10
Shop Leads		30
		35
Customer Service Staff		25
		25
		25
Technicians		40

Job Number 2		
Administration Staff		26
Operators		28
		5
		5
Production Workers		25
		25
		5
Managers/Supervisors		5
		10
Customer Service Staff		5
Technicians		30

INTRODUCTION

Founded in 1915 and located in Southwest Riverside County, the Murrieta Chamber of Commerce (Murrieta Chamber) (www.murrietachamber.org) is a nonprofit membership organization whose mission is to create and foster a sustainable business environment in the Murrieta area through networking, promotion and advocacy, and to assist small businesses to grow and achieve their goals through education and mentorship. The Murrieta Chamber works in partnership with the City of Murrieta and with other Chambers in Southwest Riverside County that together form the Southwest California Legislative Council. The Chamber also partners with the Southwest Cluster of the Riverside County Manufacturers and Exporters Association. This association helps identify the needs of manufacturers and links employers to tools to help them to be more successful. Many of these companies need training to upgrade the skills of their workforce to help them grow and stay competitive in Southern California.

Murrieta Chamber's participating employers consist of companies in manufacturing, aerospace, biotechnology, medical device manufacturing and food processing industries. Murrieta Chamber has focused significant resources cultivating relationships with manufacturers in their region to link them to training opportunities that will support the growth of manufacturing in their region. The core group of employers consists of single employers state-wide and represents 100% of the requested funding. All participating employers are categorized as priority industry companies.

Under this proposal, Murrieta Chamber will provide Business, Continuous Improvement, Computer and Manufacturing Skills training to small and large companies in the following counties: Riverside, San Diego, San Bernardino, Orange, Los Angeles, Sacramento, Alameda, Contra Costa, Marin, San Mateo, Santa Clara and San Francisco. This is Murrieta Chamber's sixth ETP project, the fourth in the last five years.

Veterans Program

Although this project does not include a Veterans component the Murrieta Chamber's Participating Employers training population may potentially include Veterans. In addition, the Murrieta Chamber has a Military Affairs Committee and works closely with local organizations that focus on Veteran needs, with the focus on three main areas: education, employment and entrepreneurship. The Chamber also produces a yearly job fair where it focus' on those who are transitioning out of the military to the private sector.

PROJECT DETAILS

The employers in the geographic area Murrieta Chamber serves are preparing for growth and expansion. As such, the Chamber wants to ensure that it is able to offer training that meets the growing demand. This includes training specifically for soft skills such as leadership and communication training. This allows employers to support staff advancement from within, creating opportunities to hire new staff. In addition, employers are requesting training to implement and troubleshoot new software programs as well as provide training on social media platforms, accounting software and Microsoft suite programs.

Core Employer Group

These employers have been determined to meet out-of-state competition. Murrieta Chamber has provided an employer demand for more than 100% of requested funding.

The core group of 8 employers consists of 3 small businesses and 5 large employers across Southern California, of which, 8 are priority industries.

Training Plan

All training will be customized to meet each employers needs based on assessments and industry demand. Training will occur at the participating employers' sites and other training sites in California and will be delivered virtually via Class/lab and E-Learning in the following:

Business Skills: Communication Skills, Sales Skills, Project Management, Leadership Skills

Computer Skills: E-Commerce, QuickBooks & Accounting Software, Search Engine Optimizations, Social Media Networking

Continuous Improvement: Quality Engineering, Six Sigma, Lean Manufacturing, Kaizen 7S, Process Improvement, Root Cause Analysis

Manufacturing Skills: Advance Measurement Skills, Inventory Management, Electrical Fundamentals, Blue Print Reading

Active Covid Contract

Murrieta Chamber has an active ETP Contract under the Covid program, with a term of 12/14/2020 to 12/13/2022. Contract has projected 100 trainees, 100 have been enrolled and 100 have received the minimum hours of training. Based on ETP Systems, 400 reimbursable hours have been tracked for potential earnings of \$200,000 (100% of approved funding).

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 Agreement.

Impact/Outcome

Trainees who participate in the ISO Auditor training may receive ISO Certification for Continuous Improvement.

Commitment to Training

Most participating employers provide basic on the job training or job specific training and will continue to do so. ETP funds are intended to provide supplemental training for companies that lack the resources to provide training on their own, but need training to upgrade the job skills of its workers to keep the workforce 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

The President/CEO will oversee and market the program to partners, external trainers and participating employers. In addition, the Business Relations Coordinator will assist with outreach and maintain all class/lab attendance rosters. The Chamber has also retained a third party administrator to provide project administration, including enrolling and tracking trainees in the ETP online systems. Each training vendor is projected to provide approximately 50% of the training for this project and each will work with Murrieta Chamber on training schedules, training curriculum, training assessments and provide all training under the Contract.

High Unemployment Area

Although some participating employers may be located in a High Unemployment Area, Murrieta Chamber is not asking for a wage modification.

Marketing and Support Costs

Murrieta Chamber will market this training project through its website, including live presentations at monthly meetings, flyers and social media, to its members and partners. It will also work with community partners including the Riverside County Manufacturers and Exporters Association and local Chambers of Commerce among others to promote the ETP-funded training for companies.

Murrieta Chamber requests, and staff supports, 8% support costs to cover costs and outreach efforts required to market and recruit additional participating employers, assess specific training needs, develop job-specific curricula and training schedules, and conduct necessary follow-up during retention. This will be an on-going activity throughout the duration of the Contract.

Trainer Qualifications

Trainers from Custom Corporate Communications (C3) hold a minimum of five years of experience in the subject, as well as required degrees in the instruction topics. Those from Western Training Group hold necessary certifications for topics of instruction and go through a careful vetting process with extensive background and reference checks.

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	Potential Earnings (Based on Tracked Hours) (\$ %)
ET21-0231	\$398,840	12/14/20-12/13/22	338	234	234	\$398,840 (100%)

PRIOR PROJECTS

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

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
ET20-0170	Multi-Counties	11/04/19- 11/03/21	\$749,040	\$742,735 (99%)
ET19-0285	Multi-Counties	10/29/18- 10/28/20	\$948,169	\$948,169 (100%)
ET17-0442	Multi-Counties	04/03/17- 04/02/19	\$935,543	\$869,143 (93%)

DEVELOPMENT SERVICES

DLI & Associates, LLC in San Juan Capistrano assisted with the development of this proposal at no charge.

ADMINISTRATIVE SERVICES

DLI & Associates, LLC will also perform administrative services for an amount not to exceed 10% of payment earned.

TRAINING VENDORS

C3 of Redondo Beach will provide Continuous Improvement, Business, Computer and Manufacturing Skills training for a fee yet to be determined.

Western Training Group of Playa Del Rey will provide Continuous Improvement, Business, Computer and Manufacturing Skills training for a fee yet to be determined.

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

- Business Writing Skills
- Communication Skills
- Sales Skills
- Social Media Marketing
- Project Management
- Leadership Skills
 - Finance for Non-Finance People
 - Goal Setting
 - Managing Change
 - Performance Management Skills
 - Problem Solving
 - Team Building
 - Time and Priority Management

COMPUTER SKILLS

- Ecommerce
- QuickBooks and Accounting Software
- Search Engine Optimization (SEO)
- Social Media Networking Training
- Microsoft Office Suite
 - Word
 - Excel
 - Access
 - PowerPoint

CONTINUOUS IMPROVEMENT

- ISO Auditor Training
- Quality Engineering
- Six Sigma
- Statistical Process Control Team Building
- Lean Enterprise
 - Lean Manufacturing
 - Lean Office
 - Kaizen 7S
 - Process Improvement
 - Process Mapping
 - Problem Solving
 - Root Cause Analysis
 - Set Up Time Reduction

MANUFACTURING SKILLS

- Advance Measurement Skills
- Inventory Management
- Electrical Fundamentals
- Blue Print Reading

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: Murrieta Chamber of Commerce
Reference No: 22-0419

CCG No.: ET22-0285
Page 1 of 2

ALPHABETIZE BY COMPANY NAME

Company: American Jerky	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
-------------------------	--

Address: 2400 E. Francis Street

City, State, Zip: Ontario, CA 91761

Collective Bargaining Agreement(s): no

Estimated # of employees to be retrained under this Contract: 60	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
--	---

Total # of full-time company employees worldwide: 63

Total # of full-time company employees in California: 63

Company: Cryoquip	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Address: 25720 Jefferson Ave.

City, State, Zip: Murrieta, CA 92562

Collective Bargaining Agreement(s): no

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

Total # of full-time company employees worldwide: 145

Total # of full-time company employees in California: 145

Company: Fieldpiece Instruments	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
---------------------------------	--

Address: 1636 West Collins Ave.

City, State, Zip: Orange, CA 92867

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: 40

Total # of full-time company employees in California: 35

Company: Metal Surfaces International	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Address: 6060 Shull Street

City, State, Zip: Bell Gardens, CA 90201

Collective Bargaining Agreement(s): no

Estimated # of employees to be retrained under this Contract: 80	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

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: Murrieta Chamber of Commerce
Reference No: 22-0419

CCG No.: ET22-0285
Page 2 of 2

ALPHABETIZE BY COMPANY NAME

Company: Performance Machine Priority Industry? Yes No

Address: 16121 Carmenita Road

City, State, Zip: Cerritos, CA 90703

Collective Bargaining Agreement(s): no

Estimated # of employees to be retrained under this Contract: 80 Small Business? Yes No

Total # of full-time company employees worldwide: 104

Total # of full-time company employees in California: 103

Company: RSR Quemetco/Ecobat Priority Industry? Yes No

Address: 720 S. 7th Ave.

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

Collective Bargaining Agreement(s): no

Estimated # of employees to be retrained under this Contract: 100 Small Business? Yes No

Total # of full-time company employees worldwide: 262

Total # of full-time company employees in California: 262

Company: Smurfit Kappa Priority Industry? Yes No

Address: 1161 E. Walnut St.

City, State, Zip: Carson, CA 90746

Collective Bargaining Agreement(s): no

Estimated # of employees to be retrained under this Contract: 100 Small Business? Yes No

Total # of full-time company employees worldwide: 47,000

Total # of full-time company employees in California: 420

Company: Wilson Creek Winery Priority Industry? Yes No

Address: 35960 Rancho California Road

City, State, Zip: Temecula, CA 92591

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: 82



**Retrainee-Job Creation
Training Proposal for:
Penumbra, Inc.**

Contract Number: ET22-0287

Panel Meeting of: March 25, 2022

ETP Regional Office: San Francisco Bay Area

Analyst: S. Wang

PROJECT PROFILE

Contract Attributes:	Job Creation Initiative Priority Rate Retrainee Veterans	Industry Sector(s):	Manufacturing (E) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Alameda, Placer	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Number of Employees in:	CA: 3,038	U.S.: 3,572	Worldwide: 3,879
<u>Turnover Rate:</u>	12%		
<u>Managers/Supervisors:</u> (% of total trainees)	12%		

FUNDING DETAIL

In-Kind Contribution
\$1,137,817

Total ETP Funding
\$496,455

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. Impr., HazMat, Literacy Skills, Mfg. Skills, Mgmt. Skills, OSHA 10/30, PL-Mfg. Skills	673	8-200	0-12	\$483	\$21.57
				Weighted Avg: 21			
2	Job Creation Retrainee Priority Rate Temp-to-Perm	Business Skills, Computer Skills, Cont. Impr., HazMat, Literacy Skills, Mfg. Skills, Mgmt. Skills, OSHA 10/30, PL-Mfg. Skills	304	8-200	0-12	\$529	\$19.61
				Weighted Avg: 23			
3	Veterans Retrainee Priority Rate	Business Skills, Computer Skills, Cont. Impr., HazMat, Literacy Skills, Mfg. Skills Mgmt. Skills, OSHA 10/30, PL-Mfg. Skills	20	8-200	0-12	\$529	\$21.57
				Weighted Avg: 23			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: Job Numbers 1 & 3: \$23.53 per hour for Alameda County; \$21.57 per hour for Placer County; Job Number 2 (Job Creation): \$19.61 per hour for Alameda County; \$17.64 per hour for Placer 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 for may be used to meet the Post-Retention Wage for Job Numbers 1 & 3; and up to \$0.61 per hour for Job Number 2.

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1: Retrainee		
Assemblers & Technicians		144 72
Administrative Staff		41 41

Inspectors		39
		19
Coordinators		70
Specialists		70
		70
Supervisors		77
Managers		30
Job Number 2: Job Creation		
Assemblers & Technicians		94
		93
		93
Coordinators		16
Supervisors		8
Job Number 3: Veterans		
Assemblers & Technicians		11
		5
Supervisors		4

INTRODUCTION

Founded in 2004 and headquartered in Alameda, Penumbra, Inc. (Penumbra) (www.penumbrainc.com) is a global healthcare company serving the neuro and vascular markets by designing, developing, manufacturing, virtual reality (VR) physical therapy devices, and marketing medical devices including: embolization coils, neurovascular-access devices, and aspiration catheters. It has two additional offices in California and international offices in Berlin, Germany, New South Wales, Australia, and Brazil. ETP-funded training will be delivered at Penumbra's facilities in Alameda and Roseville.

Penumbra's products are sold directly to hospitals and are used by specialist physicians such as interventional neuroradiologists, neurosurgeons, interventional neurologists, interventional radiologists and vascular surgeons.

Veterans Program

In this proposal, Penumbra will include 20 Veterans (Job Number 3) to participate in training. The Company is committed to increasing the number of Veterans in its workforce and works with Orion Talent (a Veterans-recruiting company) and attends Travis Air Force Base's job fairs as part of its outreach initiatives.

Retrainee - Job Creation

Due to business-capacity growth, the Company will hire 304 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. 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's facilities and resources are rapidly expanding to meet the growing demand for products worldwide. Between the Alameda headquarters and the Roseville facility, Penumbra anticipates a 43% increase in its workforce by 2023. At the Roseville site, the workforce will be

increased three fold in the 2022 calendar year and expected to grow by an additional 27% percent in the next two years. The Company expects onboarding an additional 1,500 headcount at the Alameda site with a total headcount of 5,500 across both campuses. Penumbra will be hiring all occupations to help streamline the process for maintaining inventory across manufacturing lines.

PROJECT DETAILS

This will be Penumbra's third ETP proposal, and its third in the last five years. Training in its previous Contract focused on the use of new equipment, manufacturing processes, continuous improvement, and business skills. This proposal will be similar as the Company recently implemented a new Enterprise Resource Planning and Manufacturing Execution System (MES) System. Training will focus on the need of training staff on new technology (laser welders, automated-assembly equipment, and VR headsets and software to its production line), industry best practices, and enhance career growth and professional development. While some curriculum topics are similar to the prior project, no training will be duplicated for any trainee.

Training Plan

Training will be delivered by in-house experts via Class/Lab, E-Learning, and Productive Lab (PL) and in the following:

Business Skills: Training will be offered to Assemblers & Technicians, Administrative Staff, Coordinators, Specialists, Supervisors and Managers and include Business Writing, Effective Communication, Good Documentation Practices, MES User, and System Application and Products Enterprise Resource Planning User to ensure business efficiency.

Computer Skills: Training will be offered to all occupations on all Intermediate/Advanced Microsoft Office programs including PowerPoint, Outlook, Word and Excel to ensure its utilization without assistance.

Continuous Improvement: Training will be offered to all occupations and include Corrective Action Prevention Action, Documenting Investigations and Facilitation so that trainees will learn and apply new industry standards around their specific job roles.

Literacy Skills: Training will be offered to Assemblers & Technicians and Inspectors on Vocational English as a Second Language.

Management Skills: Training will be offered to Managers and Supervisors and include Coaching, Decision Making, and Leadership to ensure they know how to lead the team.

Manufacturing Skills: Training will be offered to Assemblers & Technicians and Inspectors and include Common Skills – Manufacturing Catheters, Common Skills – Manufacturing Embolization Coils, and Lean Manufacturing to identify and safely use common tools.

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 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 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, Specialists will receive up to 30 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, the certification entity has not yet been determined.

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 0–12 hours of CBT.

Productive Laboratory

Assemblers & Technicians and Inspectors who directly interface with new and/or improved processes and new equipment will receive PL- Manufacturing Skills training. Examples of PL courses that will be delivered include: Coil Winders, Horizontal Laminators, Vertical Laminators, Solder Irons, Salt Baths, Compressed Air Machines Hotboxes, Hydrophilic Coating Machines, Laser Welders, Compression Machines, Instron Tensile Tester, Calibration Devices and Volt Meters.

PL training will be delivered to approximately 570 trainees on Penumbra's production floors. Each trainee is estimated to require approximately 150 hours of PL training, but the Company is only requesting up to 90 hours of PL. A rubric is used to evaluate the proficiency of the trainee. PL training will be delivered using a 1:1 trainer-to-trainee ratio.

Electronic Recordkeeping (LMS) / Rosters

Staff has reviewed and approved the Company's Learning Management System (SAP Litmos Learning Management System.). Some classes with in-person training, Penumbra will also be using paper rosters to document attendance.

Impact/Outcome

ETP-funded training will result in Microsoft Office Specialist and American Production and Inventory Control Society certifications including: Certified in Production and Inventory Management, Certified Supply Chain Professional, Certified in Logistics, Transportation and Distribution that are transferrable within the industry. Trainees will also receive specialized-manufacturing skills training that will be beneficial in career advancement. The company will benefit overall by having a higher skilled workforce and improved efficiency.

Temporary to Permanent Hiring

The Company will train 304 workers under Panel guidelines for the Temporary-to-Permanent program (Job Number 2). The Company has retained these employees on a temporary basis, with the intention of hiring them into full-time, permanent positions after training. The average time for "converting" temporary workers into full-time permanent employment is three months. It is expected that these workers will receive employer-paid share-of-cost for healthcare premiums while on temporary status, and upon hire into full-time permanent employment.

Under Panel guidelines for the Temporary to Permanent program, these trainees must be eligible to participate in ETP-funded training pursuant to Unemployment Insurance Code Section 10201(c). Trainees cannot be enrolled until after they have been hired by the Company into full-

time, permanent employment. Until they are hired, retention and post-retention wage requirements cannot be met, and the Company will not receive progress payments.

Commitment to Training

Penumbra has an annual training budget of \$750,000 allocated to its California-based facilities and includes first aid/CPR, VESL, harassment prevention, (online) professional-development courses, ISO/ASQ, train-the-trainer courses and presentation skills. Penumbra is committed to continue providing company-sponsored training, and ETP funds will not displace 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 Operation (dedicated administrator) will oversee the project with support from the Director of Production, HR Director, HR Application Program Manager, HR Coordinator, Training Supervisors, Training Specialists, Training Coordinators, and Training Administrative Assistants for ETP administration and coordination with ETP staff. Training Coordinators and Training Supervisors will oversee the scheduling and timely execution of all programs. Training Specialists and Training Administrative Assistants will review and submit completed ETP Rosters and training hours.

Recordkeeping

Due to the COVID-19 pandemic, an Alternative Recordkeeping method is being requested.

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 \$ %
ET20-0231	Alameda, Placer	12/23/19 – 12/22/21	\$473,340	\$473,340 (100%)
ET17-0275	Alameda	11/1/16 – 10/31/18	\$99,792	\$99,792 (100%)

DEVELOPMENT SERVICES

N/A

ADMINISTRATIVE SERVICES

N/A

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

- A3
- Business Writing
- Effective Communication
- Good Documentation Practices
- MES End User
- Policy Writing
- Presentation Skills
- Project Management
- Systems Application and Products Enterprise Resource Planning Program Manager
- Systems Application and Products Enterprise Resource Planning User
- Technical Writing

COMPUTER SKILLS

- Microsoft Office/MS Office Specialist (Intermediate/Advanced)
 - Outlook
 - PowerPoint
 - Word
 - Excel Core
 - Excel Advanced
 - Skype / Teams
 - Project
 - Power BI
 - SharePoint

CONTINUOUS IMPROVEMENT

- Corrective Action Preventive Action
- Documenting Investigations
- Facilitation
- Human Factoring Records
- Industrial Design
- Job Instruction
- Job Relation
- Non-Conformance Reports
- Root Cause Analysis
- Supply Chain

HAZARDOUS MATERIALS (1:40 Ratio)

- OSHA and Right-to-Know Laws (HAZCOM)

LITERACY SKILLS

- Vocational English as a Second Language

Literacy Training cannot exceed 45% of total-training hours per trainee.

MANAGEMENT SKILLS (Managers/Supervisors Only)

- Coaching
- Decision Making
- Leadership
- Manager
- Motivation
- Performance Management
- Production Lead
- Production Supervisor
- Teambuilding

MANUFACTURING SKILLS

- Common Skills – Manufacturing Catheters
- Common Skills – Manufacturing Embolization Coils
- Lean Manufacturing

OSHA 10/30 (OSHA-Certified Instructor) 1:40 Ratio

- OSHA 10
- OSHA 30

CBT Hours

0-12

COMPUTER SKILLS

- Outlook Intermediate (1 hr.)
- Word Intermediate (2 hr.)
- Word Advanced (2 hrs.)
- PowerPoint Intermediate (1.5 hrs.)
- PowerPoint Advanced (1 hr.)
- Excel Intermediate (2 hr.)
- Excel Advanced (2 hr.)

Productive Lab Hours

0-90

MANUFACTURING SKILLS (limited ratio 1:1)

- Manufacturing Process (Manufacturing Quality Instruction)
 - Production and Inspection of Reperfusion Catheters, Delivery Catheters and Embolization Coils
 - Production and Inspection of Medical Devices
 - Coil Winders
 - Horizontal Laminators
 - Vertical Laminators
 - Solder Irons
 - Salt Baths
 - Compressed Air Machines Hotboxes
 - Hydrophilic Coating Machines
 - Laser Welders
 - Compression Machines
 - Instron Tensile Tester
 - Laser Mic
 - Calibration Devices
 - Volt Meters
 - Safety Data Sheets and Personnel Protective Equipment

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

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



Training Proposal for:
San Francisco Electrical Industry
Apprenticeship and Training Trust
Contract Number: ET22-0955

Panel Meeting of: March 25, 2022

ETP Regional Office: San Francisco Bay Area

Analyst: S. Wang

PROJECT PROFILE

Contract Attributes:	Apprenticeship Priority Rate Retrainee Veterans	Industry Sector(s):	Construction (C) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	San Francisco	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No International Brotherhood of Electrical Workers Local Union No. 6		
Turnover Rate:	≤20%		
Managers/Supervisors: (% of total trainees)	N/A		

FUNDING DETAIL

<table border="1" style="width: 100%; background-color: #ffffcc;"> <tr><th style="padding: 5px;">Program Costs</th></tr> <tr><td style="text-align: center; padding: 5px;">\$555,042</td></tr> </table>	Program Costs	\$555,042	+	<table border="1" style="width: 100%; background-color: #ffffcc;"> <tr><th style="padding: 5px;">Support Costs</th></tr> <tr><td style="text-align: center; padding: 5px;">\$41,970 Jobs 1 & 2: 8% Job 3: 20%</td></tr> </table>	Support Costs	\$41,970 Jobs 1 & 2: 8% Job 3: 20%	=	<table border="1" style="width: 100%; background-color: #ffffcc;"> <tr><th style="padding: 5px;">Total ETP Funding</th></tr> <tr><td style="text-align: center; padding: 5px;">\$597,012</td></tr> </table>	Total ETP Funding	\$597,012
Program Costs										
\$555,042										
Support Costs										
\$41,970 Jobs 1 & 2: 8% Job 3: 20%										
Total ETP Funding										
\$597,012										

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

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Priority Rate Journeyworker	Business Skills, Commercial Skills Computer Skills OSHA 10/30	16	8-200	0	\$590	\$80.00
				Weighted Avg: 24			
2	Retrainee Priority Rate Apprentice	Commercial Skills OSHA 10/30	335	8-210	0	\$1,636	\$36.00
				Weighted Avg: 85			
3	Retrainee Priority Rate Veterans Apprentice	Commercial Skills OSHA 10/30	22	8-210	0	\$1,796	\$36.00
				Weighted Avg: 85			

*Post-Retention Wage is the Contractual Wage

Minimum Wage by County: \$29.41 per hour (SET/Modified) Statewide Average Wage for all Job Numbers.

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	Actual Wage Range	Estimated # of Trainees
Job Number 1: Journeyworkers		
Journeyworker Inside Wireman		16
Job Number 2: Apprentices		
Apprentice Inside Wireman		335
Job Number 3: Veteran Apprentices		
Veteran Apprentice Inside Wireman		22

INTRODUCTION

Founded in 1962 and headquartered in San Francisco, San Francisco Electrical Industry Apprenticeship and Training Trust (SFJATC) is a cooperative effort between the San Francisco Chapter of the National Electrical Contractors Association and the International Brotherhood of Electrical Workers Local Union 6. SFJATC is responsible for recruiting and training apprentices to meet San Francisco's ever-growing and changing needs of the industry. It trains Inside

Wireman to install, maintain, and repair various types of electrical and electronic equipment in commercial, industrial, and residential establishments. ETP training will be delivered at

This will be SFJATC's tenth ETP Contract, seventh in the last five years. Training will enable Electricians to install, connect, and test electrical wiring systems for lighting, heating, air conditioning, and communications. SFJATC serves approximately 2,600 Journeyworkers and 338 Apprentices.

Veterans Program

In this proposal, SFJATC will train 22 Veteran Apprentices (Job Number 3). The Veterans' curriculum will be the same as Apprentice training. SFJATC recruits veterans in cooperation with Helmets to Hardhats, which is a national joint labor-management program that recognizes the link between skills acquired in military service and the building trades. It also advertises special days just for veterans to apply for the program. Veterans who apply skip the first stage (the written assessment) and go the second stage (the interview). SFJATC remains committed to supporting job-related training that helps veterans transition into the California workforce.

Apprenticeship Program

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

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

To ensure ETP does not displace Montoya Funds, Apprenticeship reimbursement is reduced by \$5, reducing the priority industry rate from \$23 to \$18 per class/lab hour. The ETP wage for Apprentices is no less than \$29.41 per hour. However, the actual wages paid are shown in the Training Plan Table for the Panel's information.

Employer Demand

An aging workforce is retiring from the industry, creating major challenges for staffing San Francisco's unionized workers in the electrical industry. Further, SFJATC needs to keep up with the increased workforce and changes in electrical construction, by offering classes in new and emerging technologies focusing on renewable energy and highly efficient electrical control systems. Apprentices and Journeyworkers will be working on several ongoing projects, and SFJATC must train electricians to build electrical systems that can support new technologies while also meeting the state's energy efficiency requirements. The impact of the SFJATC's ability to provide quality and in demand training will keep electricians in secure ongoing employment within the San Francisco area. On-going projects include: Treasure Island Redevelopment, Central Subway, Transbay Terminal, Park Merced Redevelopment (20-year project), UCSF (12-year project), and the Potrero Power Plant.

PROJECT DETAILS

SFJATC will offer an Electric Vehicle Infrastructure Training Program (EVITP) to its trainees and is enlarging it to include an online course. In the Bay Area, there is an increase in businesses that want to build EV charging stations on their campuses. Also, PG&E recently decided that all EV charging stations must be built and serviced by certified EVITP electricians. Therefore, SFJATC is working to train its electricians to meet the increased employers' demand for the EV charging stations.

Training Plan

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

Business Skills: Training will be offered to Journeyworkers in courses such as Advanced Time Management, Conflict Resolution, Customer Service Skills, and Leadership to ensure efficiency while managing construction projects.

Commercial Skills: Training will be offered to all trainees. Course topics include Analog/Digital Circuit (AC/DC) Principles, Codeology, EVITP, Blueprints & Layout Yards, and Motor Control. Updated skill sets will allow workers to perform their work efficiently and safely.

Computer Skills: Training will be offered to Journeyworkers and will include AutoCAD training to provide trainees the tools to not only read blueprints but to modify them as needed while at the jobsite. Job tracking will allow trainees to manage projects more closely with the ability to look up project requirements, budgets, and timelines whenever needed.

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.

Contract Start Date

In order to ensure that all training captured and collected SFJATC is requesting a start date of 1/1/22.

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

This project will be overseen by the Training Director (dedicated administrator) with five staff assisting with the marketing, recruitment, needs assessments, and scheduling of training. It has four full-time and 20 part-time trainers who will assist with the training. The trainers are former or current members of the trade and subject matter experts. The training center is a state-of-the-art facility. A third-party subcontractor has been retained and will provide ETP-administration

services. SFJATC's training schedule varies, but most of the training will occur in the fall, winter, and spring months with limited training happening during the summer.

Impact/Outcome

Certification classes for both Apprentices and Journeyworkers will be provided in topics such as Green Audits, Arc Flash Safety Awareness, California Advanced Lighting Controls Training Program (CALCTP) Lighting, CALCTP Acceptance Testing, Title 24 Lighting Installation and Codes, OSHA 10, OSHA 30, Energy Storage and Energy Storage and Microgrid Training and Certification, and EVITP certification.

Marketing and Support Costs

SFJATC will publicize the availability of training through brochures/flyers, personal contacts, its website, public service announcements and presentations at labor-management meetings and industry assemblies. SFJATC requests 8% support costs for Job Numbers 1 & 2 and 20% for Veterans in Job Number 3. This will enable SFJATC to fund staff in recruiting and qualifying additional recruits for this program. While many participants have already been recruited, additional recruitment and assessment activities with employers and SFJATC must occur to support apprenticeship training. The projected budget costs for personnel alone will exceed the ETP support cost funding. SFJATC will cover these additional costs.

Tuition Reimbursement

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

Recordkeeping

An Alternative Recordkeeping method is being requested.

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	Potential Earnings \$ (%)
ET21-0942	\$380,932	10/5/20 – 10/4/22	229	272	272	\$380,932 (100%)

Based on ETP systems, 22,773.75 reimbursable hours have been tracked for potential earnings of \$380,932 (100% of approved amount).

PRIOR PROJECTS

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

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
*ET20-0928	San Francisco	10/7/19 – 10/6/21	\$749,597	\$603,568 (80%)
ET19-0928	San Francisco	11/5/18 – 11/4/20	\$949,990	\$949,990 (100%)
ET18-0914	San Francisco	10/2/17 – 10/1/19	\$613,773	\$613,773 (100%)
ET17-0904	San Francisco	9/5/16 – 9/4/18	\$551,960	\$551,960 (100%)
ET16-0903	San Francisco	9/8/15 – 9/7/17	\$670,400	\$543,283 (81%)

*ET20-0928: Based on ETP systems, 44,699.75 reimbursable hours have been tracked for potential earnings of \$749,597 (100% of approved amount). Once final invoices are approved, it is projected that final earnings will be 100%.

DEVELOPMENT SERVICES

SFJATC has retained California Labor Federation in Sacramento and Strategy Workplace Communications in Oakland to assist with development of this proposal at no cost.

ADMINISTRATIVE SERVICES

Strategy Workplace Communications 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 (Job Number 1)

Trainees may receive any of the following:

BUSINESS SKILLS

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

COMMERCIAL SKILLS

- Analog / Digital Circuit (AC / DC) Principles
 - Generators
 - Inductance / Reactance
 - Math for Electricians
 - Ohm's Law
 - Series / Parallel Circuits
- CALCTP (California Advanced Lighting Control Program)
 - Advanced Lighting Control Systems
 - Dimming Controls
 - Lighting Control Strategies
 - Line Voltage Switching Control
 - Low Voltage Switching Control
 - Occupancy Sensors
 - Photosensors
- CALCTP Acceptance Testing
- Codeology
 - Arc Flash
 - National Electrical Codes
 - Other Recognized Standards (Installation Changes)
 - Plan, Build and Use
 - Related Standards (Mandatory and Permissive Rules)
 - Special Occupancies and Equipment
- Electric Vehicle Infrastructure Training Program (EVITP)
- Electric Vehicle Infrastructure Training Program (EVITP) Certification
- Electrical Design
 - 3 and 4-Way Switching
 - Design of Electrical Circuits
 - LonWorks and Building Automation
 - Magnetic Motor Control and the Code
 - Transformers and the Code

- Energy Storage and Microgrid Training and Certification (ESAMATC)
- Fire Alarm Systems and Installations
 - Definitions and Systems
 - Initiating Devices and Notification Systems
 - National Electrical Code and Installation Requirements
 - National Fire Protection Act , 1972 (NFPA 72)
 - Start Up and Check Out Procedures
- Fire Line Safety
 - National Electrical Code (Relating to Fire Alarms)
 - National Electrical Code Article 725
 - National Electrical Code Article 760
 - NFPA 72
 - Principles of Electronics
- Grounding
 - Grounding and Bounding
 - National Electrical Code Article Chapters 1-4
 - National Electrical Code Article 90 – Introduction
 - National Electrical Code Article 100 – Definitions and Provisions
 - National Electrical Code Article 110 – Requirements
 - Significant Changes to National Electric Code
- Industrial Motor Control
 - Control Relays and Timers
 - Jogging and Plugging Controls
 - Manual Starters and Magnetic Coils
 - Push Buttons, Selector Switches, and Mechanical Devices
 - Solid State Electronic Devices
 - Variable Frequency Drives
- Industry Specific Skills
 - Advanced Instrumentation and Motor Controls
 - Advanced Welding
 - Architecture Designs and Advanced Plan Reading
 - Blueprints and Schematics
 - Building Automation Systems
 - Conduit Bending
 - Confined Space Entry
 - Firestop Installation
 - Management and Monitoring of Materials
 - Programmable Logic Controllers
 - Proper Equipment Set-Up (Green Training)
 - Proper Installation and Use of Testing and Auditing Materials and Equipment (Green Training)
 - Rigging and Lifting
 - Safe Working Practices
 - Solar Panel Installation
 - Solar Photovoltaics
 - Specialized Tools
 - Testing Materials and Equipment – Proper Set-Up and Use (Green Training)

- Understanding Changes to Industry Standards (Green Training)
- Understanding New Technologies and Changes to Industry Standards (Green Training)
- Work Flow and Resources
- Programmable Logic Control (PLC)
 - Developing Ladder Programming
 - Introduction to Programmable Equipment
 - Programming Programmable Logic Controllers
 - Using Timers and Counters in Logic Programs
 - Writing and Program
- Voice, Data, and Video
 - Audio Distribution
 - CCTV Security Surveillance
 - Computer Networking
 - Fiber Optics
 - Telephonic Interconnect

COMPUTER SKILLS

- Auto Computer Aided Design (AutoCAD)
- Job Tracking System
- Scheduling and Planning Jobs

OSHA 10/30 (OSHA-CERTIFIED INSTRUCTOR) 1:40 Ratio

- OSHA 10 (maximum of 10 hours per trainee)
- OSHA 30 (maximum of 30 hours per trainee)

Class/Lab/E-Learning Hours

8-210 (Job Number 2 &3)

Trainees may receive any of the following:

COMMERCIAL SKILLS

2nd Year

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

3rd Year

- AC Theory
- Blueprints
- CAD-Welding
- Code and Practices

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

4th Year

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

5th Year

- CALCTP
- Code and Practices
- Code Calculations
- CPR / First Aid Refresher
- EVITP
- Foreman Training: Managing the Work Including NECA / IBEW Presentations
- Motor Control
- Orientation
- PV / Solar Installer
- Rigging
- Torque

OSHA 10/30 (OSHA-CERTIFIED INSTRUCTOR) 1:40 Ratio

- OSHA 10 (maximum of 10 hours per trainee)
- OSHA 30 (maximum of 30 hours per trainee)

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

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



Retrainee-Job Creation

Training Proposal for:

Teter LLP

Contract Number: ET22-0258

Panel Meeting of: March 25, 2022

ETP Regional Office: Sacramento

Analyst: J. Dongallo

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate Job Creation Initiative HUA SET	Industry Sector(s):	Other (J) Professional, Scientific Technology (54) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Fresno, Kern, San Luis Obispo, 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: 120	U.S.: 120	Worldwide: 120
<u>Turnover Rate:</u>	7%		
<u>Managers/Supervisors:</u> (% of total trainees)	N/A		

FUNDING DETAIL

In-Kind Contribution
\$155,000

Total ETP Funding
\$117,760

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 HUA SET	Business Skills, Comm'l. Skills, Computer Skills, Cont. Imp., HazMat	88	8-200	0	\$920	\$20.29
				Weighted Avg: 40			
2	Retrainee Priority Rate SET	Business Skills, Comm'l. Skills, Computer Skills, Cont. Imp., HazMat	10	8-200	0	\$920	\$29.41
				Weighted Avg: 40			
3	Retrainee Job Creation Initiative Priority Rate SET	Business Skills, Comm'l. Skills, Computer Skills, Cont. Imp., HazMat	20	8-200	0	\$1,380	\$19.00
				Weighted Avg: 60			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: Job Number 1 (SET/HUA): \$16.17 per hour for Fresno, Kern and Tulare counties
 Job Number 2 (SET/Priority Industry): \$29.41 per hour for San Luis Obispo and Stanislaus counties
 Job Number 3 (SET/Job Creation): \$17.64 per hour for Fresno, Kern, San Luis Obispo, Stanislaus 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

Up to \$2.50 per hour may be used to meet the Post-Retention Wage for Job Number 2.

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1		
Administrative Staff		4
		20
Architects		6
		38
Engineers		2
		18
Job Number 2		
Architects		9
Engineers		1

Job Number 3		
Administrative Staff		2
		1
		1
Architects		2
		2
Engineers		6
		6

INTRODUCTION

Founded in 1979, Teter LLP (Teter) (www.Teterae.com) is an engineering firm that specializes in the architectural, engineering and related service industry. The Company provides services to a wide range of clients from private homeowners to commercial construction firms, as well as, public sector agencies, such as schools and municipalities. Teter has designed and constructed multiple Central Valley buildings including CSFU Aquatic Center, Madera County Jail and Visalia Transit Center. Training will be delivered at five locations in Fresno, Kern, San Luis Obispo, Stanislaus and Tulare Counties.

Veterans Program

Teter does not plan to include a separate Veteran's Job Number, but the Company has established outreach efforts with local employment agencies and education/vocational programs to seek out and employ Veterans whenever possible.

PROJECT DETAILS

This will be Teter's third ETP Contract, and third in the past five years. Prior ETP training focused on continuous improvement initiatives to promote greater collaboration companywide. Under this proposal, training will focus on the expansion of its current business processes through new projects, equipment and technology. As a result of a growing construction industry, Teter has received many commercial, as well as residential, architectural and engineering. Additionally, the Company has been involved in business projects for Healthcare and Community Colleges. To address increased business demands, Teter will train in on-and-off field operations to ensure the delivery of services are made on time and safely. The training plan will address any deficiencies and allow the Company to standardize its processes and training so that it can ensure its clients will receive the highest quality product. Training in Leadership, Green Clean Building and Development Practices, and Process Improvement will allow Teter to increase staffs knowledge, project efficiency and work quality. All employees must learn new processes, new systems and new equipment which will allow the Company to expand its market, as well as, exceed customer expectations.

In addition, Teter continuously improves all aspects of its business skills to provide customers with the best service. The Company recently implemented new software systems, such as, Vantage Point (ERP) and Virtual Desktop, a software which allows for remote work. Training in this new software will ensure staff has the tools to complete the ongoing workload. Training will also be used to assist staff on determining needs for improvement and set up a career path for each trainee. Establishing a career path for trainees will allow Teter to promote internally from a pool of experienced 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.

In the past year, Teter has grown at rapid pace, with expectations of over 10% revenue growth in the upcoming year. This is due to the increased demand for architectural and engineering services to compliment the growing construction/development in the area, as well as the Company beginning to expand its services to newer markets related to Healthcare and Colleges. Due to this anticipated growth, the Company will hire 20 new employees (Job Number 3). The date-of-hire for trainees will be within the three-month period before contract approval or within the term-of-contract.

Training Plan

Training will be provided via the Class/Lab and E-Learning by in-house experts and vendors as needed in the following:

Business Skills: Training will be delivered to all occupations to improve customer service and business management. Training topics include Effective Communications, Business Writing and Account Development.

Commercial Skills: Training will be offered to all occupations to increase knowledge of construction and business practices. Training topics include Mechanical Engineering Best Practices, Electrical Engineering Best Practices, Architectural Design Best Practices and Environmental Assessment Processes.

Computer Skills: Training will be delivered to all occupations on becoming more proficient in the use of software platforms. Training topics include Vantage Point, Virtual Desk Software and Bluebeam.

Continuous Improvement Training will be offered to all occupations. Training will include Leadership, Teambuilding and Process Improvement.

Hazardous Materials: Training will be provided to Architects and Engineers. Training will focus on safely handling hazardous materials and risk management to ensure proper use, transport, or disposal of hazardous substances used in all operations. Topics include Materials Disposal, Materials Handling and Lockout/Tagout.

High Unemployment Area

Some trainees (Job Number 1) work in a High Unemployment Area (HUA), with unemployment exceeding the state average by at least 25%. The Company's locations in Fresno, Kern and Tulare counties are in an HUA. Teter is requesting a wage modification for these trainees from \$21.57 to \$20.29.

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 Modifications

For trainees employed in a priority industry, the Panel may modify the wage up to 25% below the statewide average hourly wage (from \$39.21 to \$29.41). The Company requests this modification for trainees in Job Number 2.

Commitment to Training

The Company's statewide training expenditure in California is \$20,000. The ETP curriculum will build on, but not overlap, training already provided by the Company. Teter funds all orientation and basic job skills training; class/lab and on-the-job commercial skills training for new employees; OSHA-mandated safety regulations; basic computer training; executive training; and training in compliance, human resources, and legal issues. ETP funds will not displace the existing financial commitment to training.

➤ Training Infrastructure

Teter has a structured training plan in place. The Human Resources team leader has overall responsibility for the ETP project. Management staff will be assigned to meet with ETP staff and administer the project. A third party administrator will assist with administrative duties.

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 \$ %
ET16-0246	Fresno, Visalia, Bakersfield, Modesto, San Luis Obispo	10/24/15 - 10/23/17	\$49,946	\$47,193 (95%)
18CS-0060-000	Fresno, Visalia, Bakersfield, Modesto, San Luis Obispo	09/05/17 - 09/04/19	\$84,760	\$84,760 (100%)

DEVELOPMENT SERVICES

Strategic Business Solutions, LLC in Visalia assisted with development for a flat fee of \$7,250.

ADMINISTRATIVE SERVICES

Strategic Business Solutions, LLC 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:

BUSINESS SKILLS

- Account Development
- Business Writing
- Effective Communications

COMMERCIAL SKILLS

- Architectural Design Best Practices
- Electrical Engineering Best Practices
- Environmental Assessment Processes
- Green Clean Building and Development Practices
- Mechanical Engineering Best Practices
- Structural Engineering Best Practices

COMPUTER SKILLS

- BIM 360
- Bluebeam
- Microsoft 360 Applications
- Vantage Point
- Virtual Desk Software

CONTINUOUS IMPROVEMENT SKILLS

- Leadership
- Process Improvement
- Teambuilding

HAZARDOUS MATERIALS SKILLS

- Lockout/Tagout
- Materials Disposal
- Materials Handling

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



Training Proposal for:
Yuba Shasta UA Local 228
Joint Apprenticeship and Training Committee
Contract Number: ET22-0954

Panel Meeting of: March 25, 2022

ETP Regional Office: Sacramento

Analyst: J. Dongallo

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate Apprenticeship	Industry Sector(s):	Construction (C) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Northern California	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No UA Local Union 228		
Turnover Rate:	≤20%		
Managers/Supervisors: (% of total trainees)	N/A		

FUNDING DETAIL

Program Costs	+	Support Costs	=	Total ETP Funding
\$132,600		\$9,200 8%		\$141,800

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	Retrainee Priority Rate Journeyworker	Commercial Skills, OSHA 10/30	25	8-200	0	\$590	\$43.00
				Weighted Avg: 24			
2	Retrainee Priority Rate Apprentice	Commercial Skills, OSHA 10/30	33	8-210	0	\$3,850	\$29.41
				Weighted Avg: 200			

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

Minimum Wage by County: \$29.41 per hour Statewide Average Modified 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 \$5.76 per hour may be used to meet the Post-Retention Wage for Job Number 2. This amount has been verified in the collective bargaining agreement wage tables.

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1		
Journeyworker		25
Job Number 2		
Apprentice		5
		28

INTRODUCTION

Founded in 1997 and headquartered in Marysville, the Yuba Shasta UA Local 228 Joint Apprenticeship and Training Committee (Yuba Shasta JATC) (<http://lu228.org/yuba-shasta-jatc-training/>) has trained Apprentices and Journeyworkers from 13 Northern California counties in plumbing, pipefitting, welding, and Heating, Ventilation and Air Conditioning (HVAC). Committee members are jointly appointed by Local 228 and the Mechanical Contractors Council of Northern California. The JATC works with the Yuba County Office of Education as its Local Educational Agency (LEA) to deliver Related and Supplemental Instruction for each trade.

Yuba Shasta JATC apprentices and Journeyworkers install, repair, maintain, and service piping and plumbing systems and equipment used for drinking (potable) water distribution, sanitary storm water systems, and waste disposal. They also work on technical installations for medical gas, hydronic in-floor heating, heat pumps, cross-connection control and many other systems. Their work is on technical installations for medical gas, hydronic In-floor heating, heat pumps, cross-connection control and many other systems. This is mostly found in industrial commercial construction sectors, including hospitals, schools and other institutional buildings. This is Yuba Shasta JATC's fourth Contract, third in the last five years.

Veterans Program

Yuba Shasta JATC decided to incorporate its veteran population with the Journeyworker population in Job Number 1 for this contract.

Yuba Shasta JATC recruits Veterans in cooperation with Helmets to Hardhats, a national joint labor-management program that recognizes the link between skills acquired in military service and the building trades. In addition, the Veterans in Piping (VIP) Program, offered by the National UA (UA), offers high-quality skills training and jobs in the pipe trades to active duty military personnel preparing to leave the service. The UA provides participants with additional skills training opportunities after Veterans complete the program by connecting them to established apprenticeship training programs. When they enter a local UA, Veterans are given credit for the classes they have already taken.

Apprenticeship Program

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

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 \$29.41 per hour. However, the actual wages paid are shown in the Training Plan Table for the Panel's information.

PROJECT DETAILS

Training is center-based. Training will cover plumbing and piping equipment, updated industrial commercial building standard and green business practices necessary to meet commercial interest. Training will expand workers' skills in preparation for new projects including: Hard Rock Casino in Sacramento, Butte College Science Building, Tri Counties Juvenile Hall Building, Adventist Health, as well as, two schools located in Paradise.

Training Plan

All class/lab training will be delivered at Yuba Shasta JATC headquarters in Marysville. Instructors have extensive technical expertise and training experience and meet standards set by the LEA.

Commercial Skills: Training will be provided to Journeyworkers and Apprentices on installation and maintenance efficiencies, sanitary systems, work safety and waste disposal. Training will include topics such as Advanced Plan Reading and Drawing, Drainage Systems, Gas Installations, Industrial Rigging 410, Oxyfuel Practices, Plumbing Code Applications, Steam Systems and Tube Bending. Training will also help apprentices gain the knowledge and skills necessary to become Journeyworker level.

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 Journeyworker 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.

Curriculum Development

Yuba Shasta JATC’s Training Coordinator, along with labor and management representatives, develop and customize the national plumber, pipefitter, and HVAC mechanic curriculum to address the local needs of its members, participating employers, and the industry at large.

Employers and union representatives provide direct feedback based on workplace performance, customer requests, and industry needs. Student course evaluations also contribute toward curriculum development. The union has direct involvement in the development of this curriculum and fully supports the training of its members.

Local projects also help shape the curriculum. For example, the need for more plumber, pipefitter, and HVAC mechanics with the ability to weld on more technically advanced construction projects contributed toward adding welding as a component to the curriculum.

Marketing and Support Costs

Yuba Shasta JATC disseminates class information throughout the year to potential trainees within JATC jurisdictions as well as to contractors who employ them through personal contact, telephone calls, emails, and its website. The JATC is also active in the local workforce investment board and is a partner in its community workforce development work.

Yuba Shasta JATC requests 8% support costs to fund its staff in recruiting and qualifying additional apprentices for this program. While many apprentices have already been recruited, additional recruitment and assessment activities are necessary.

Contract Start Date

In order to ensure that all training is captured and collected Yuba Shasta UA Local 228 is requesting a start date of 3/1/2022.

Commitment to Training

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

➤ Training Infrastructure

The Training Coordinator and an Administrative Assistant, who were directly involved in the previous ETP Contract, will be responsible for coordinating training and reviewing attendance rosters for ETP compliance. Yuba Shasta JATC employs part-time trainers who will deliver all training. Yuba Shasta JATC has also contracted with a third party subcontractor to assist with administrative services.

Impact/Outcome

Certifications earned for Journeyworker and apprentice training include: OSHA 10, OSHA 30, Medical Gas Installer, Medical Gas Brazer, Foreman's Certification, Industrial Rigger Certification, Crane Signalperson Qualification, EPA 608 and various welding certifications. Apprentices are working towards a certificate from Division of Apprenticeship Standards that will allow them to work at the higher paid Journeyworker level.

PRIOR PROJECTS

The following table summarizes performances by Yuba Shasta JATC under ETP Contracts that were completed within the last five years:

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
ET19-0935	Yuba City	12/31/2018- 12/30/2020	\$226,669	\$182,883 (75%)
ET16-0922	Yuba City	03/01/2016- 02/28/2018	\$40,468	\$40,468 (100%)

DEVELOPMENT SERVICES

Yuba Shasta JATC retained California Labor Federation in Sacramento, as well as, Strategy Workplace Communication, to assist with development at no cost.

ADMINISTRATIVE SERVICES

Yuba Shasta JATC retained Strategy Workplace Communication in Alameda to 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**

8-210

Trainees may receive any of the following:

Apprentice Training**COMMERCIAL SKILLS**

- A Guide to Service Work
- Advanced Plan Reading and Drawing
- Basic Electricity
- Confined Space Certification
- Conservation Safe Handling of Refrigerants
- Crane Signalperson Certification
- Drainage Systems
- Drawing & Blue Print Reading
- Financial Literacy for Apprentices
- Gas Installations
- Gas Tungsten Arc Welding
- Green Awareness/Technology
- Heartsaver CPR, 1st Aid, AED Training & Certification
- HVAC and Refrigeration Systems 1
- HVAC and Refrigeration Systems 2
- Hydronic Heating and Cooling
- Industrial Rigging 410
- Industrial Rigging Certification
- Job Safety
- Job Stewart/Understanding MLA
- Medical Gas Brazer Certification
- Medical Gas Installer Certification
- Oxyfuel Practices
- Pipe Fabrication/Layout
- Pipe Fitting Valves Fasteners
- Plumbing Code Applications
- Plumbing Fixtures and Appliances
- Plumbing Service Maintenance and Repairs
- Pumps
- Refrigeration Service/AC Mechanics
- Related Mathematics
- Related Science
- Soldering and Brazing
- Standards of Excellence
- Steam Systems
- Tube Bending
- Use and Care of Tools
- Water Supply
- Welding Practices and Procedures

OSHA 10/30(Certified OSHA Instructor)

- OSHA 10
- OSHA 30

Class/Lab Hours

8-200

Trainees may receive any of the following:

Journeyworker Training**COMMERCIAL SKILLS**

- A Guide to Service Work
- Advanced Plan Reading and Drawing
- Basic Electricity
- Confined Space Certification
- Conservation Safe Handling of Refrigerants
- Crane Signalperson Certification
- Drainage Systems
- Drawing & Blue Print Reading
- Gas Installation
- Gas Tungsten Arc Welding
- Green Awareness/Technology
- HVAC and Refrigeration Systems 1
- HVAC and Refrigeration Systems 2
- Hydronic Heating and Cooling
- Industrial Rigging 410
- Industrial Rigging Certification
- Job Safety
- Medical Gas Brazer Certification
- Medical Gas Installer Certification
- Oxyfuel Practices
- Pipe Fabrication/Layout
- Pipe Fittings Valves Fasteners
- Plumbing Code Applications
- Plumbing Fixtures and Appliances
- Plumbing Service Maintenance and Repairs
- Pumps
- Refrigeration Service/AC Mechanics
- Related Mathematics
- Related Science
- Soldering and Brazing
- Steam Systems
- Tube Bending
- Water Supply
- Welding Practices and Procedures

OSHA 10/30 (Certified OSHA Instructor)

- OSHA 10
- OSHA 30

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

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



EXPANSION FUNDS

Training Proposal for:

Hoag Memorial Hospital Presbyterian

Contract Number: ET22-0267

Panel Meeting of: March 25, 2022

ETP Regional Office: North Hollywood

Analyst: L. Vuong

PROJECT PROFILE

Contract Attributes:	Expansion Funds (Alt/Gen)	Industry Sector(s):	Services (G)
	Retrainee		Healthcare (62)
	Priority Rate		Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	Medical Skills Training		
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: 7,400	U.S.: 7,400	Worldwide: 7,400
<u>Turnover Rate:</u>	15%		
<u>Managers/Supervisors:</u> (% of total trainees)	0%		

FUNDING DETAIL

In-Kind Contribution
\$976,500

Total ETP Funding
\$499,100

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Priority Rate Medical Skills Training	Computer Skills, Continuous Impr., MS - Didactic, MS - Preceptor	217	8-200	0	\$2,300	\$32.90
				Weighted Avg: 100			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: \$21.57 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 employer provides health benefits, they are not being used to meet Post-Retention Wage.

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
New Graduate Nurse		60
Registered Nurse		157

INTRODUCTION

Hoag Memorial Hospital Presbyterian (Hoag Memorial), a non-profit California corporation, seeks funding for nurse retraining through ETP's Expansion Funds. This will be Hoag Memorial's first ETP Contract. The training proposal will target New Graduate Nurses and Registered Nurses at both of Hoag Memorial's facilities in Newport Beach and Irvine is where all training will take place.

Hoag Memorial is a regional healthcare provider in Orange County that treats nearly 30,000 inpatients and 350,000 outpatients annually, on a non-denominational basis. Hoag Memorial consists of two acute-care hospitals: Hoag Hospital Newport Beach, which has served Orange County since 1952, and Hoag Hospital Irvine, which opened in 2010. Both hospitals are designated Magnet hospitals by the American Nurses Credentialing Center. With 550 beds and 7,400 full-time Medical Staff of whom 2,500 are RNs, Hoag Memorial offers a comprehensive mix of health care services including Centers of Excellence in cancer, heart and vascular, neurosciences and women's health. The hospitals also offer orthopedics through an affiliate, Hoag Orthopedic Institute, which is not included in this proposal.

Veterans Program

Although Hoag Memorial does not have a separate Veteran Job Number, the Hospitals welcome and actively recruit Veteran applicants to join the hospitals.

PROJECT DETAILS

Hoag Memorial faces many present-day healthcare challenges. This includes increases in medically complex patient population, customers' services, ongoing regulatory changes impacting the healthcare industry, optimization of reimbursement model, impact of COVID-19 pandemic, improvement of skills and competencies of its workforce and keeping up with new technology. The hospitals also face a shortage of registered nurses and medical staff that it hopes to overcome by increasing training to its workforce.

As COVID-19 infections began spreading across California, the hospitals increased inpatient bed supply from approximately 80,000 to 130,000 – a 62% increase. These challenges and crises have significantly affected the hospitals' services and expenses. To keep up and support current and future patient cares and business needs, Hoag Memorial must train and develop the skill sets of its workforce in order to adapt to the new environment resulting from the COVID-19 pandemic.

Meanwhile, operating expenses increased with COVID-19 surge preparations, including implementation of new care protocols, procurement of hard-to-find personal protective equipment (PPE), ventilators and other intensive care unit (ICU) equipment at an increased cost. Salary and benefits for physicians and other workers, which typically constitute 50% of a hospital's operating expenses, grew with rise in overtime and need for temporary staffing.

Proposed ETP funds will help Hoag Memorial to implement curriculum, related to how the pandemic has affected the industry as well as the new processes in present-day healthcare challenges. This will allow the Company to expand the amount of training it can provide to continue to meet the increasing needs of its patients. Workers will gain the ability to manage complex systems and impact of the COVID-19 pandemic to remain current with industry standards and requirements to exceed patients' expectations. In addition, workers will gain the skills and experience needed for optimal job performance and career advancement. Training will enable Hoag Memorial to successfully support this critical shift in business while providing superior patient care services, improve clinical outcomes, demonstrate effective management of rapidly changing situations and ensuring the quality of healthcare practices.

Hoag Memorial's strategic plan for 2022-2024 includes new and upgrading beds, enhancing its New Graduate residency program to one year, implementing telemedicine (ways for patient and doctor can use technology to communicate without being in the same room) and exploring innovation with virtual reality in providing education and training.

Training Plan

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

Computer Skills: This training will be offered to all occupations in the use of Electronic Medical Records software to accurately enter and retrieve patient information regarding patient information, readmission prevention and become more proficient in the use of software applications necessary to effectively perform job functions.

Continuous Improvement: This training will be offered to all occupations. Trainees will gain an overview of Hoag Memorial's unique operations model, as well as the skills and proficiency necessary for high-level efficiency, quality, and patient service. Training will include topics such as Case Management/Discharge Planning, Critical Thinking Skills, Patient and Family Centered Skills, and Team Building.

Medical Skills: This training will be offered to all occupations including 60 New Graduate Nurses and 157 Registered Nurses. 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.

Commitment to Training

Hoag Memorial has an annual training budget of approximately \$1 million for its two facilities, Newport Beach and Irvine. The hospitals provide ongoing training including: new employee orientation, basic OSHA Training, basic job skills, workplace ethics, diversity, and anti-harassment.

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 and will be delivered on-site by in-house subject matter experts and vendors, if needed. Hoag Memorial has designated a Nursing Education Director to oversee ETP training and administrative responsibilities including scheduling, delivery and documentation of training, monitor completion of training and retention and participation in ETP monitoring activities. Additionally the hospitals have 15 Nurse Educators, 2 Administrative Assistants and 3 LMS Specialists who will assist with training documentation. LMS specialists will assist and ensure training is accurately documented at each facility. Hoag Memorial has also retained a third party vendor with ETP experience to ensure that all training records adhere to ETP requirements.

Electronic Recordkeeping/LMS

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

DEVELOPMENT SERVICES

Training Funding Partners in Huntington Beach assisted with development for a flat fee of \$27,500.

ADMINISTRATIVE SERVICES

To Be Determined

TRAINING VENDORS

To Be Determined

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

8-200

Trainees may receive any of the following:

COMPUTER SKILLS

- Order Entry Skills
- Electronic Medical Records Application Skills

CONTINUOUS IMPROVEMENT

- Case Management/Discharge Planning
- Charge Nurse Training/Frontline Leadership Skills
- Communications Skills
- Conflict Resolution Skills
- CORE Measures/Nurse Sensitive Indicators (Magnet)
- Crisis Prevention Intervention (CPI)
- Critical Thinking Skills
- Culturally Appropriate Care
- Customer Service Skills
- Documentation Skills
- Lean Six Sigma
- 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

MEDICAL SKILLS TRAINING – DIDACTIC

- Acute Myocardial Infarction
- Advanced Cardiac Life Support (ACLS)
- Arterial Blood Gas (ABG) Interpretation
- Basic Life Support (BLS)
- Body Mechanics
- Care of the Neurosurgical 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, 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
- Medical/Surgical Nursing Skills
- Medication Administration & Management
- Moderate Sedation
- Neonatal Advanced Life Support (NALS)
- Neonatal/Infant Pain Scale (NIPS)
- Neonatal Intensive Care Unit (NICU) Nursing Skills
- Neonatal Nursing Skills
- Neonatal Resuscitation Provider (NRP)
- New Graduate Nursing Skills
- Nurse Orientation Training (for New Grads only)
- Nursing Diagnosis Skills
- Nursing Process Skills
- OB Trauma
- Oncology Nursing Skills
- Orthopedic Nursing Skills
- Ostomy & Continence Care
- Pain Management (Acute & Chronic)
- Patient Assessment & Care
- Patient Fall Prevention
- Pediatric Advanced Life Support (PALS)
- Peri-operative Nursing Skills
- PICC Line Insertion
- Pre and Post Operative Care
- Psychiatric Nursing Skills
- Psychotropic Medications
- 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
- Trauma Nursing Skills
- Ventilator and Tracheotomy Care
- New Graduate Program Skills
- Wound & Skin Care

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
 - Intra-Aortic Balloon Pump (IABP) Therapy
 - Intracranial Pressure Monitoring & Ventriculostomy
 - Hemodynamic Monitoring
 - Pre and Post-Operative Care
 - Care of Trauma Patient
 - Management of the Renal Transplant Surgical Patient
 - Ventilator & Tracheotomy 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
- **Neonatal Intensive Care Unit (NICU) Training**
 - Patient Assessment & Care
 - Neonatal Resuscitation Provider (NRP)
 - Neonatal Advanced Life Support
 - Neonatal Intensive Care Unit (NICU) Nursing Skills
 - Neonatal/Infant Pain Scale (NIPS)
 - Palliative 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)
 - Neonatal Intensive Care Unit (NICU) Nursing Skills
- **Operating Room and Post-Anesthesia Care Unit (PACU) Training**
 - Patient Assessment & Care
 - Trauma Nursing Skills
 - Care of the Burn Patient
 - Peri-operative Nursing Skills
 - Pre and Post-Operative Care
- **Special Care Unit Training**
 - Patient Assessment and Care
 - Critical Care Nursing Skills
 - Ventilator & Tracheotomy Care
 - Hemodynamic Monitoring
 - Total Parenteral Nutrition
- **Surgical Services Unit Training**
 - Patient Assessment & Care
 - Trauma Nursing Skills
 - 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
 - Care if the Neurosurgical Patient
 - Intravenous (IV) Therapy
 - Oncology Nursing Skills

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



EXPANSION FUNDS

Retrainee-Job Creation

Training Proposal for:

Orange Coast Memorial Medical Center

Contract Number: ET22-0276

Panel Meeting of: March 25, 2022

ETP Regional Office: North Hollywood

Analyst: J. Romero

PROJECT PROFILE

Contract Attributes:	Expansion Funds (Alt/Gen) Retrainee Job Creation Initiative Medical Skills Training	Industry Sector(s):	Services (G) Healthcare (62) 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: 16,000	U.S.: 16,000	Worldwide: 16,000
<u>Turnover Rate:</u>	2%		
<u>Managers/Supervisors:</u> (% of total trainees)	5%		

FUNDING DETAIL

In-Kind Contribution
\$1,070,000

Total ETP Funding
\$499,675

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Medical Skills Training	Medical Skills (Didactic), Medical Skills (Preceptor), Business Skills, Computer Skills	549	8 -200	0	\$575	\$40.00
				Weighted Avg: 25			
2	Job Creation Initiative Retrainee Medical Skills Training	Medical Skills (Didactic), Medical Skills (Preceptor), Business Skills, Computer Skills	40	8-200	0	\$4,600	\$35.00
				Weighted Avg: 200			

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

Minimum Wage by County: Job Number 1: \$21.57 (Retrainee) for Orange County
 Job Number 2: \$17.81 (Job Creation) 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 employer provides health benefits, they are not being used to meet Post-Retention Wage.

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1:		
Registered Nurse		549
Job Number 2:		
New Graduate Nurse		40
TOTAL:		589

INTRODUCTION

Founded in 1944, Orange Coast Memorial Medical Center (www.memorialcare.org) (OCMMC) is a nonprofit, Magnet designated acute care facility offering a wide range of specialty services. OCMMC has a 240- bed capacity community hospital providing treatment and services for patients with various conditions such as heart bypass surgeries, congestive heart failure, geriatrics, diabetes, pulmonary, knee replacement, cancer surgeries and oncology, COPD, kidney failure and pneumonia. This is OCMMC’s first ETP agreement.

Veterans Program

OCMMC does not currently have a specific Veterans recruitment program in place; however, several long-time employees are Veterans.

PROJECT DETAILS

Due to the COVID19 pandemic, hospital operations have changed. The emergency care operations have significantly expanded while many of the protocols in place before the pandemic had to be modified to adapt to new safety requirements in patient care. The Hospital developed a company-wide plan for COVID-19 pandemic and nurse specialty training to improve knowledge on current protocols and procedures to keep both patients and employees safe. The Hospital also acquired and installed new equipment to improve diagnostic capabilities to ease the wait time for diagnostics testing and improve quality of care. These changes requires training for incumbent and newly hired nurses to provide them the skill and confidence to effectively provide direct patient care.

Additionally, OCMMC plans to train nurses in recent changes. Training in new techniques and modalities of patient care will ensure successful implementation of new healthcare standards covering patient assessment and care, pain management, physical therapy services, and equipment operation. The Hospital will also train nurses on its expanded services and new unit for non-emergency patients that require long term care.

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 40 new employees (Job Number 2). OCMMC is extending its services to a primary group of patients that require long term care but not necessarily emergency type services. These changes will require the hiring and training of New Graduate Nurse positions to staff the additional unit to full operation. The date-of-hire for trainees will be within the three-month period before contract approval or within the term-of-contract.

Training Plan

Business Skills: This training will be offered to all trainees. Trainees will receive training in course topics such as Communication Skills, Customer Service, Coaching, Problem Solving and Decision Making and Organizational Skills. This training will result in working better as team, providing better customer service and improving internal processes.

Computer Skills: This training will be offered to all trainees. Trainees will gain proficiency in the use and navigation of various software platforms. New graduate nurses will be introduced and trained to OCMMC's (EMR) Electronic Medical Records System.

Medical Skills (Didactic): This training will be offered to all trainees. Trainees will receive medical skills training in a classroom setting, with new graduate nurses receiving extended classroom series specific to caring for patients utilizing the new menu of patient services. Other course topics that will be delivered are prevention of hospital acquired infections, advanced cardiac life support, acute myocardial infarction, basic life support, code blue response & procedures, dysrhythmia recognition and interpretation, wound care, medical/surgical nursing, patient assessment and care, and pediatric life support.

Medical Skills (Preceptor): This training will be offered to new graduate nurses who will receive an extended preceptorship in the unit that they will be assigned to prior to being authorized to work independently. Newly hired employees will also receive a limited number of hours of preceptorship in order to validate their skills until they demonstrate the level of care that OCMMC requires of all patient care staff.

Commitment to Training

OCMMC spends approximately \$80,000 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 the company 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.

➤ Training Infrastructure

OCMMC has a training plan in place and is ready to start training upon approval. The hospital Director of Professional Education will oversee and administer the ETP Training program and will work closely with the Human Resources Manager, OCMMC Education Team and a Nursing Supervisor from each department to schedule, enroll, and track training. Trainers will be in-house experts and vendors as needed. The Company has also retained a subcontractor, Training Refund Group (TRG), to ensure that training administration and documentation procedures adhere to ETP requirements.

DEVELOPMENT SERVICES

OCMMC retained Training Refund Group in Anaheim to assist with development of this proposal for a flat fee of \$10,000.

ADMINISTRATIVE SERVICES

OCMMC also retained Training Refund Group 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:

MEDICAL SKILLS (DIDACTIC)

- Advanced Directives
- Case Management/Discharge Planning
- Charge Nurse/Clinical Supervisor Training/Frontline Leadership Skills
- Hazardous Spills/Safety Data Sheet
- HICS/NIMS training
- Code Pink/infant Abduction
- Code Purple/child Abduction
- Code Silver/Active Shooter/Weapon
- Code Blue/Code White
- Crash Care and Defibrillator
- Preventing Workplace Violence
- Nurse Sensitive Indicators (CLABSI/CAUTI/SSI/Falls)
- Patient Experience Indicators
- Care and Management of the Patient with COVID 19
- Management of Assaultive Behavior
- Culturally Appropriate Care
- Culture of Safety/ Employee Health/Safety
- Documentation Skills/ Care Planning
- Computer Training (Epic)
- Equipment Failure Reporting Process
- Unusual Occurrence Reporting
- Patient and Family Centered Care Skills
- Critical Care/Telemetry Training
- Impella Training
- CRRT Training
- Rotoprone Training
- Care of the Cardiac Patient
- Care of the Cardiac -Surgery Patient
- Acute Myocardial Infarction
- Arterial Lines
- Hemodynamic Monitoring
- Care of the Patient with an LVAD
- Proning
- Ventilator, Care and Management of the Patient
- Critical Care/Telemetry Nursing skills
- Preceptor Training
- Mentor Training
- Medical/Surgical Unit Training
- Oncology Specific Training
- Chemotherapy Administration
- Medication Management and Safety/ Automated Medication Delivery System
- New Graduate Residency Program
- Palliative Care/ End of Life Training
- Patient Movement/Lifting/Safe Patient Handling

- Radiation Safety/MRI Safety
- Restraints
- Activities of Daily Living
- Ambulating a Patient with Ambulatory Device
- Arterial Blood Gas (ABG) Interpretation
- Aspects of Aging
- Physical Assessment/ Patient Assessment and Care
- Body Mechanics
- Pain Management
- Mental Health/Patient with a Co-Morbid Psychological Disorder
- Care of the Renal Patient
- Care of the Bariatric/Bariatric Surgical Patient
- Post Procedural Care and Management
- Care of the Geriatric Patient
- Telesitter Training
- Care of the Neuro/Neurosurgical Patient
- Wound Care Management
- Ostomy Management
- Care of the Stroke Patient
- Bowel and Bladder Management
- Incontinence Devices
- Central Lines/PICC Line/Midline, Care and Management
- Chest Tube Care & Management
- Pleural Effusion Drains (Aspira/Peurex, etc)
- Gastro-intestinal Tubes
- Wound Drains (JP, Penrose, hemovac, etc.)
- Decontamination Procedures
- Dementia and Alzheimer 's Disease
- Diabetes Care & Management
- Dysrhythmia Recognition & Interpretation
- Educating the Patient & Family
- EKG & Cardiac Monitoring
- Elder Abuse/Prevention and Reporting
- Pre and Post-Operative Care
- Critical Care Nursing Skills
- Intravenous (IV) Therapy
- Orthopedic Nursing Skills
- Spine
- Total Joint Replacement
- Tracheotomy Care and Management
- Respiratory Care/Airway Devices
- Suctioning
- Pulse Oximetry
- Total Parental Nutrition

MEDICAL SKILLS (PRECEPTOR)

- Case Management/Discharge Planning
- Clinical Supervisor/Charge Nurse Training/Frontline Leadership Skills
- HICS/NIMS training
- Code Blue
- Crash Cart and Defibrillator
- Code Pink/Infant Abduction

- Code Purple/Child Abduction
- Code Silver/Active Shooter
- Care and management of the Patient with COVID 19
- Management of Assaultive Behavior
- Culturally Appropriate Care
- Culture of Safety/ Employee Health/Safety
- Documentation Skills/Care Planning
- Computer Training (Epic)
- Unusual Occurrence Reporting
- Patient and Family Centered Care Skills
- Critical Care/Telemetry Training
- Impella Training
- CRRT Training
- Rotoprone Training
- Care of the Cardiac Patient
- Care of the Cardiac -Surgery Patient
- Acute Myocardial Infarction
- Arterial Lines
- Hemodynamic Monitoring
- Care of the Patient with an LVAD
- Proning
- Ventilator, Care and Management of the Patient
- Critical Care/Telemetry Nursing Skills
- Critical Care Unit Training
- Preceptor Training
- Mentor Training
- Medical/Surgical Unit Training
- Medication Management and Safety/Automated Medication Delivery System
- New Graduate Residency Program
- Palliative Care/ End of Life Training
- Patient Movement/Lifting/Safe Patient Handling
- Radiation Safety/MRI Safety
- Restraints
- Activities of Daily Living
- Ambulating a Patient with Ambulatory Device
- Arterial Blood Gas (ABG) Interpretation
- Aspects of Aging
- Physical Assessment/ Patient Assessment & Care
- Bowel and Bladder Management
- Incontinence Devices
- Body Mechanics
- Care of the Bariatric/Bariatric Surgical Patient
- Post Procedural Care and Management
- Care of the Cardiac Patient
- Care of the Renal Patient
- Care of the Geriatric Patient
- Telesitter Training
- Care of the Neuro/Neurosurgical Patient
- Pain Management
- Mental Health/Patient with a Co-Morbid Psychological Disorder
- Wound Care Management
- Ostomy Management

- Care of the Stroke Patient
- Central Lines/PICC Line/Midline, Care and Management
- Chest Tube Care & Management
- Pleural Effusion Drains (Aspira, Pleurex, etc.)
- Wound drains (JP, Penrose, hemovac, etc.)
- Gastro-Intestinal Tubes
- Decontamination Procedures
- Dementia and Alzheimer's Disease
- Diabetes Care & Management
- Dysrhythmia Recognition & Interpretation
- Educating the Patient & Family
- EKG & Cardiac Monitoring
- Elder Abuse/Prevention and Reporting
- Pre and Post-Operative Care
- Intravenous (IV) Therapy
- Orthopedic Nursing Skills
- Spine
- Total Joint Replacement
- Tracheotomy Care and Management
- Pulse Oximetry
- Respiratory Care and Airway Devices
- Suctioning
- Total Parenteral Nutrition

BUSINESS SKILLS

- Transformational Leadership
- Business Etiquette
- Team Building
- Change Management
- Delegation Skills
- Coaching /Counseling and Disciplinary Actions
- Lean
- Organization Skills
- Communication Skills/Difficult Conversations/Effective Communication
- Emotional Intelligence
- Just Culture
- Clinical Ladder
- Making Meetings Work
- Conflict Resolution/Managing Conflict
- Meeting Facilitation/Facilitative Leadership
- Presentation Skills
- Critical Thinking
- Customer Service
- Information Systems
- Time Management Skills
- Evidence-Based Practice/Research:
 - Performing a literature Search
 - Developing a PICO Question
 - Abstract Writing
 - Manuscript Writing
 - Developing a Poster Presentation
 - Developing a Podium Presentation

COMPUTER SKILLS

- GetWell Network Software
- PerfectServe Software
- Microsoft word Software
- Sharepoint (website development)
- Zoom
- Teams

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.



EXPANSION FUNDS

Training Proposal for:

Pasadena Hospital Association, LTD dba Huntington Memorial Hospital

Contract Number: ET22-0272

Panel Meeting of: March 25, 2022

ETP Regional Office: North Hollywood

Analyst: M. Reeves

PROJECT PROFILE

Contract Attributes:	Expansion Funds (Alt/Gen) Retrainee 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 type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Number of Employees in:	CA: 3,400	U.S.: 3,400	Worldwide: 3,400
<u>Turnover Rate:</u>	6%		
<u>Managers/Supervisors:</u> (% of total trainees)	3%		

FUNDING DETAIL

In-Kind Contribution
\$542,400

Total ETP Funding
\$499,008

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Priority Retrainee Medical Skills Training	Business Skills, Commercial Skills, Computer Skills, Continuous Imp., MS-Didactic, MS-Preceptor	678	8-200	0-50	\$736	\$21.73
				Weighted Avg: 32			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: \$21.73 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 may be used to meet the Post-Retention Wage.

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Administrative Staff		35
		10
Certified Nursing Assistant		25
		15
Licensed Vocational Nurse		5
		20
		15
Manager/Supervisor		15
		5
Patient Care Associate		15
		5
Physical Therapist		15
Registered Nurse		448
Technical Staff		30
		20

INTRODUCTION

Founded in 1892, Pasadena Hospital Association, LTD dba Huntington Memorial Hospital (Huntington Hospital) is a 619-bed nonprofit hospital located in Pasadena. Huntington Hospital is home to the largest emergency department and the only level-II trauma center in the San Gabriel

Valley. The Hospital's services include Orthopedics, Cardiology, Cancer Care, Emergency and Urgent Care, Family Health, Imaging and Radiology, Outpatient Services, Physical Therapy and Surgical Services. Huntington Hospital is also an active teaching hospital with graduate medical education programs in internal medicine and general surgery. This will be the Hospital's second ETP Contract, and the first in the last five years.

Veterans Program

Huntington Hospital is not including a Veterans component in this proposal; however, the Hospital does employ Veterans through its normal hiring practices.

PROJECT DETAILS

Huntington Hospital is working to make its healthcare system more efficient and accessible. With the medical industry constantly evolving, the Hospital must keep pace by continuing to improve its patient care processes and procedures. Huntington Hospital has identified specific training goals and objectives. These objectives include equipping staff with the knowledge and skills to support newly adopted infection control measures and standards resulting from the COVID-19 pandemic. Additionally, the Hospital plans to cross-train employees in leading-edge medical procedures and technology to increase the accuracy and efficiency of medical services throughout the facility.

The proposed curriculum is intended to enhance worker skills in all areas of patient care and hospital administration, thus enabling Huntington Hospital to remain at the forefront of advanced healthcare providers in the greater San Gabriel Valley region.

Training Plan

Training will be delivered via Class/Lab, E-Learning, and Computer-Based Training at the Hospital's facility in Pasadena.

Business Skills: Training will be offered to all occupations and will focus on business processes, communication skills, conflict resolution, strategic planning and time management.

Commercial Skills: Training will be offered to all occupations and will cover industry-specific skills such as case management, laboratory skills, discharge planning and standards of care.

Computer Skills: Training will be offered to all occupations to help employees become more proficient in the use of electronic medical records for documenting, tracking and reporting patient data.

Continuous Improvement: Training will be offered to all occupations and will focus on team building, conflict resolution, and standard operating procedures. This training is designed to elevate worker productivity by implementing process improvements throughout the Hospital.

Medical Skills Training: Approximately 448 RNs and 40 LVNs will participate in Medical Skills Didactic and Clinical Preceptor training. Therapists, CNAs, and Technical Staff 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, medication management, patient safety, nursing skills, equipment operation, pain management, laboratory skills, respiratory care and medical documentation.

Computer-Based Training (CBT)

CBT will be provided to supplement class/lab training, as a more convenient means of delivering basic training. Trainees will receive between 0-50 hours of CBT.

Electronic Recordkeeping/LMS

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

Commitment to Training

Huntington Hospital spends approximately \$600,000 on training annually and includes new hire onboarding, sexual harassment prevention, and annual compliance-related topics. 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 Clinical Education will oversee all project administration. The Hospital has a team of designated staff to handle the scheduling, delivery, tracking and documentation of training. Huntington 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. Huntington Hospital has a training schedule in place and is prepared to commence training upon contract approval.

DEVELOPMENT SERVICES

National Training Company, Inc. (NTC) in Orange assisted with development for a flat fee of \$15,000.

ADMINISTRATIVE SERVICES

NTC 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:

BUSINESS SKILLS

- Accounting Skills
- Business Processes
- Communication Skills
- Conflict Resolution Skills
- Healthcare Administration
- Strategic Planning
- Time Management

COMMERCIAL SKILLS

- Case Management
- Discharge Planning
- Laboratory Skills
- Medical Transport
- Radiology Skills
- Standards of Care

COMPUTER SKILLS

- Care Planning
- Computerized Reports
- Cyber Security Tools
- File Management and Scanning Skills
- Microsoft Office (Intermediate/Advanced)
- Patient Billing
- Scheduling Software

CONTINUOUS IMPROVEMENT

- Case Management
- Communication Skills
- Conflict Resolution
- HIPPA
- Inspection Procedures
- Standard Operating Procedures
- Team Building

MEDICAL SKILLS - DIDACTIC

- COVID-19 Procedures
- Charge Nurse Training
- Critical Care Nursing Skills
- Emergency Medical Care
- Medication Management
- Patient Assessment & Care
- Patient Care Training
- Patient Safety

- Precautions and Isolation Protocols
- Substance Abuse
- Surgical Patient Care
- Vital Signs and Monitoring Devices

MEDICAL SKILLS - PRECEPTOR

- Assaultive Patient Care
- Anesthesia Protocols
- Care of Trauma Patients
- Critical Care Nursing Skills
- Emergency Room Nursing Skills
- Equipment Operation
- Laboratory Skills
- Medical Documentation
- Pain Management
- Patient Centered Care
- Pharmacology
- Respiratory Care
- Standard Operating Procedures
- Surgical Procedures
- Telemetry Nursing Skills
- Treatment Plans

CBT Hours

0-50

BUSINESS SKILLS

- Accounting Skills (5 hrs)
- Business Processes (5 hrs)
- Charge Nurse Training (3 hrs)
- Healthcare Administration (4 hrs)

COMPUTER SKILLS

- Excel Lookup (2 hrs)
- Excel Macros (1 hr)
- Excel Tables (2 hrs)

MEDICAL SKILLS - DIDACTIC

- COVID-19 Procedures (3 hrs)
- Charge Nurse Training (4 hrs)
- Critical Care Nursing Skills (4 hrs)
- Emergency Medical Care (4 hrs)
- Medication Management (5 hrs)

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



Expansion Funds
Training Proposal for:
Pomona Valley Hospital Medical Center
Contract Number: ET22-0281

Panel Meeting of: March 25, 2022

ETP Regional Office: North Hollywood

Analyst: D. Tran

PROJECT PROFILE

Contract Attributes:	Expansion Funds (Alt/Gen) Medical Skills Training Priority Rate Retrainee	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 Service Employees International Union Local # 121		
Number of Employees in:	CA: 3,600	U.S.: 3,600	Worldwide: 3,600
<u>Turnover Rate:</u>	5%		
<u>Managers/Supervisors:</u> (% of total trainees)	0%		

FUNDING DETAIL

In-Kind Contribution
\$978,000

Total ETP Funding
\$498,916

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Medical Skills Training Priority Rate	MS Didactic; MS Preceptor; Computer Skills; Continuous Improvement;	374	8-200	0	\$1,334	\$41.99
				Weighted Avg: 58			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: Job 1: Los Angeles County: \$21.73/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	Actual Wage Range	Estimated # of Trainees
Registered Nurse		214
New Graduate Nurse		160

INTRODUCTION

Founded in 1903 and accredited by the Joint Commission on Accreditation of Healthcare Organizations, Pomona Valley Hospital Medical Center (PVHMC) offers comprehensive medical services through four Centers of Excellence. These centers include the Robert and Beverly Lewis Family Cancer Care Center, the Stead Heart Center, the Women’s Center and the Regional Kidney Stone Center. The medical group also provides other specialized services that include emergency room services, gastrointestinal services, healthy living and disease management, physical therapy, pulmonary services, and radiology and magnetic resonance imaging center, sleep disorders centers, sports medicine center, surgical services, family health centers, family practice residency programs, and breast health center and wound care centers. This will be PVHMC’s third ETP contract, the first within the last five years. PVHMC held two contracts in 2011 (ET11-0547) and 2012 (ET12-0511), both completed at 100%.

UNION SUPPORT

The occupations in this proposal are represented by Service Union International Employees Local # 121. The Union has provided a support letter for this proposal.

PROJECT DETAILS

COVID 19 has fundamentally shifted the healthcare system, especially the way caregivers and medical professionals interact and care for patients. The COVID 19 pandemic has also impacted the healthcare field and the industry is forecasting a shortage of healthcare workers in the future, specifically nurses. This training project is focused on extensive training to frontline nurses and

new graduate nurses who are fundamental and typically the first point of contact for patients in any healthcare environment.

Prior to the COVID 19 pandemic, hospitals in California averaged approximately 257,000 inpatient and 4 million outpatients collectively. As COVID 19 spread and took hold of the global healthcare industry, patient volume was significantly impacted and dropped nearly 40-60% respectively. With national lockdown and shelter at home orders, many individuals decided to cancel their elective surgeries and preventive care visits out of fear of contracting the COVID 19 virus. This made it very difficult and practically impossible to provide in person care and ensure people were healthy.

In response to these industry changes and impacts, PVHMC has focused its efforts on training nurses and the recruitment of at least 160 new graduate nurses in order to keep up and be proactive in providing training to further develop the skills of its nurses and the new industry trends of providing care remotely. PVHMC has recently acquired and implemented new technologies that will require extensive training to all nurse employees. These new technologies will aid in providing high levels of care and will focus on high level execution of new care techniques, methods, and best practices in these emerging care trends.

In total, the hospital has invested \$1.2 million in new equipment and technology which includes implementing a new LUCAS Auto Chest Compression system, upgrade to a new Philips remote patient monitoring system, and the implementation of a new Care Aware smart phone by Cerner. This new investments require training to ensure that nurses are educated and knowledgeable on how to properly operate all of the new equipment so that they can continue to provide the best quality care possible, whether it be in person, remotely from a distance, or a combination of both.

Commitment to Training

PVHMC spends approximately \$2,000,000 annually on training. Training includes all standard onboarding for medical professionals and basic general knowledge of care for nurses along with all federally mandated 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

PVHMC has identified the Director of Clinical Education to manage the overall project. This individual will work with the Company's third party administrator and ETP for any monitoring visit needs. PVHMC also has eight internal nurse educators who will be providing training under this ETP contract.

Training Plan

Continuous Improvement Skills: This training will be provided to all trainees and is designed to continually improve the quality of care throughout the medical center.

Computer Skills: This training will be offered to all trainees and is designed to integrate technology as part of trainee's daily duties. Training is focused on coding and billing procedures which will provide additional skills for nursing staff to integrate and work across units beyond typical nursing duties.

Medical Skills: This training will be offered to all trainees. This is focused training on the basic care skills as well as developing and enhancing additional skillsets for nurses. This training will allow nurses to be well prepared in cases of emergency where staffing shortages may require nurses from other units to cover. This will expose the entire nursing staff to different units across the medical group.

DEVELOPMENT SERVICES

PVHMC retained Training Funding Partners in Fountain Valley to assist with development of this proposal for a flat fee of \$24,500.

ADMINISTRATIVE SERVICES

Training Funding Partners 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/E-Learning:**

8-200 Trainees may receive any of the following:

Medical Skills (Didactic)

- Acute Psychiatric Care
- Acute Myocardial Infraction
- Advanced Cardiac Life Support (ALCS)
- Arterial Blood Gas (ABG) Interpretation
- Basic Life Support (BLS)
- Body Mechanics
- Care of the Neurosurgical Patient
- Care of Pediatric Patients (Acute Care, Intensive Care)
- Care of the Stroke Patient
- Central Lines Management
- Code Blue Response & 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, 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
- Medical/Surgical Nursing Skills
- Medication Administration & Management
- Moderate Sedation
- Neonatal Advanced Life Support (NALS)
- Neonatal/Infant Pain Scale (NIPS)
- Neonatal Intensive Care Unit (NICU) Nursing Skills
- Neonatal Resuscitation Provider (NRP)
- New Graduate Nursing Skills
- Nurse Orientation Training (for New grads Only)
- Nursing Diagnosis Skills
- Nursing Process Skills
- OB Trauma

- Oncology Nursing Skills
- Orthopedic Nursing Skills
- Ostomy & Continence Care
- Pain Management (Acute & Chronic)
- Patient Assessment & Care
- Patient Fall Prevention
- Pediatric Advanced Life Support (PALS)
- Pre-Operative Nursing Skills
- PICC Line insertion
- Pre and Post-Operative Care
- Psychiatric Nursing Skills
- Psychotropic Medications
- 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
- Trauma Nursing Skills
- Ventilator And Tracheotomy Care
- New Graduate Program Skills
- Wound & Skin Care

Computer Skills:

- Microsoft Office/Excel Skills (Intermediate and Advanced)
- Patient Billing and Accounts Receivable (PBAR) tracking skills/ICD10 Coding Skills
- E-Med Order Entry Skills
- Electronic Medical Records Application Skills/Soarian System Skills

Continuous Improvement Skills:

- 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
- Customer Service Skills
- Documentation Skills
- Lean Six Sigma
- 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

Medical Skills (Preceptor)

- **Emergency Department Training**
 - Emergency Room Nursing Skills
 - Emergency Care of the Burn Patient
 - OB Trauma
 - Trauma Nursing Skills
 - Triage Nursing Skills
 - Care of the Pediatric Patients
- **Intensive Care Unit/Critical Care Unit Training**
 - Critical Care Nursing Skills
 - Patients Assessment & Care
 - Intra-Aortic Balloon Pump (IABP) Therapy
 - Intracranial Pressure Monitoring & Ventriculostomy
 - Hemodynamic Monitoring
 - Pre and Post-Operative Care
 - Care of Trauma Patient
 - Management of the Renal Transplant Surgical Patient
- **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
- **Neonatal intensive care unit (NICU) training**
 - Patient assessment & care
 - Neonatal resuscitation provider (NRP)
 - Neonatal advanced life support
 - Neonatal intensive care unit (NICU) nursing skills
 - Neonatal/infant pain scale (NIPS)
 - Palliative 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)
 - Neonatal Intensive Care unit (NICU) nursing skills
- **Operating Room and post-anesthesia care unit (PACU) training**
 - Patient assessment & care
 - Trauma nursing skills
 - Care of the burn patient
 - Pre-operative nursing skills
 - Pre and post-operative care

- **Pediatric services unit training**
 - Care of pediatric patients (Acute, Care, Intensive Care)
 - Patient Assessment & care
 - Pre & post-operative care
- **Special Care Unit Training**
 - Patient Assessment & Care
 - Critical care nursing skills
 - Ventilator & tracheotomy Care
 - Hemodynamic Monitoring
 - Total Parental Nutrition
- **Surgical Services Unit Training**
 - Patient assessment & Care
 - Trauma nursing skills
 - 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
 - Care of the neurosurgical patient
 - Intravenous (IV) therapy
 - Oncology nursing skills

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



January 10, 2022

Employment Training Panel
1100 J Street
Sacramento, CA 95814

Dr. Nina Wells, DNP, RN
President

SYDNIE BOYLAN, RN
Vice President

CAROLINE JACKS, RNC
Secretary-Treasurer

ROSANNA MENDEZ
Executive Director

Dear Panel Members,

We understand the Pomona Valley Hospital Medical Center is requesting ETP funding. The proposed training plan for the Registered Nurses and New Graduate Nurses has our 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,

Shamora M Freeman

Shamora M Freeman
Union Representative- SEIU 121rn
C: 626.841.6431

1040 Lincoln Avenue
Pasadena, CA 91103

Phone: (626) 639-6200
Fax: (626) 395-7538

www.seiu121rn.org





EXPANSION FUNDS

Training Proposal for:

Children's Hospital of Orange County

Contract Number: ET22-0270

Panel Meeting of: March 25, 2022

ETP Regional Office: San Diego

Analyst: J. Lima

PROJECT PROFILE

Contract Attributes:	Expansion Funds (Alt/Gen) Priority Rate Retrainee Medical Skills Training	Industry Sector(s):	Other (J) 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: 4,289	U.S.: 4,289	Worldwide: 4,289
<u>Turnover Rate:</u>	1%		
<u>Managers/Supervisors:</u> (% of total trainees)	0%		

FUNDING DETAIL

In-Kind Contribution
\$947,539

Total ETP Funding
\$499,100

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Medical Skills Training Priority Rate	Medical Skills Preceptor Medical Skills Didactic Continuous Improvement Computer Skills	124	8-200	0	\$4,025	\$33.70
				Weighted Avg: 175			

*Post-Retention Wage is the Contractual Wage.

<p>Minimum Wage by County: (\$21.57) Orange 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>
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Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
New Grad RN		124

INTRODUCTION

Founded in 1964, Children’s Hospital of Orange County (CHOC) is a pediatric healthcare system based in Orange County, California. The Company is committed to being a leading destination for children’s health by providing exceptional and innovative care. CHOC’s growing community includes two state-of-the-art hospitals in Orange and Mission Viejo and a regional network of primary and specialty care clinics serving children and families.

CHOC offers several clinical programs of excellence providing the highest levels of care for the most serious pediatric illnesses and injuries, physical and mental. CHOC’s research and innovation institutes are focused on translating real patient needs into real-world treatments so every child can live the healthiest and happiest life possible.

This will be CHOC’s third ETP contract and the first within the past five years.

Veterans Program

While the Company doesn’t have a formal targeted Veterans program, CHOC encourages veterans to apply.

PROJECT DETAILS

The medical field is experiencing a nursing shortage and CHOC has experienced a dire need for new nurses, especially during the pandemic. The combination of nursing students unable to get adequate hands on, in person experiences at hospitals for rotations and preceptorships during the pandemic; a decrease in numbers of experienced preceptors; as well as an increase in acuity of

patient populations has all affected the Company's ability to hire skilled nurses. In effort to better support the future of nursing, CHOC developed a 3-part New Grad Nursing Program.

Part 1: The Transition to Practice Program (TIPP), where pre-licensure nursing students complete a pediatric foundations curriculum. This curriculum aligns with school objectives, but also provides the TIPP student with a knowledge base that better prepares them for the RN Residency Program. The curriculum is a multi-modal curriculum with hands on experiences for 132 hours of 1:1 preceptor training. Once a student successfully passes they are eligible to participate in the Graduate Nurse (GN) Program.

Part 2: The GN program, is for newly licensed RNs who have not yet entered into an RN Residency program. In this program, graduate nurses can do selected nurse task-driven responsibilities, and develop their assessment skills. The focus of this program is task driven and skill building. This gives GNs an opportunity for exposure into the field to experience patient care up close, as well as perform certain skills. If there are GNs who did not do the TIPP program, they are assigned that curriculum during this time as well. As the GNS practice in this role for a couple months, it prepares them for entrance into the next RN Residency opening.

Part 3: The RN Residency program which is a 16-month program with multimodal, blended learning of didactic and preceptor skills training.

CHOC plans to add approximately 140 New Grad Nurses during the term of the proposed ETP project to keep up with the quality of healthcare need in California. However, CHOC has only included 124 estimated trainees in the training plan.

Training Plan

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

Computer Skills: Training will be offered to all trainees and includes courses such as patient billing and accounts; e-med order entry; and electronic medical records.

Continuous Improvement: Training will be offered to all trainees and includes courses such as Case Management/Discharge Planning; Crisis Prevention Intervention; and Documentation.

Medical Skills: (Preceptor and Didactic) Training will be offered to all trainees and includes courses such as Acute Psychiatric Care; Body Mechanics; Basic Life Support; EKG & Cardiac Monitoring; Emergency Room Nursing Skills; OB Trauma; and Triage Nursing Skills.

Commitment to Training

CHOC's training budget is \$975,067 to help in training its RN staff to be up-to-date on the latest protocols and procedures in the medical field. The Company aims to keep up with the quality healthcare need in California. Training is an integrated part of the CHOC employee experience to help ensure the safety of staff and 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.

➤ Training Infrastructure

Training will be overseen by the Director of Clinical Education. A nurse educator at each facility will be responsible for ensuring rosters are completed accurately. A third party administrator has been retrained to assist with administrative functions as well.

Impact/Outcome

Training will allow CHOC to implement new curriculum, related to the new processes described herein. This will allow the Company to expand the amount of training it can provide to its incumbent and New Grad RN workforce to enable CHOC to continue to meet the increasing needs of its patients and provide excellent patient care.

DEVELOPMENT SERVICES

The Company retained Training Funding Partners in Fountain Valley to assist with development of this proposal for a flat fee of \$24,500.

ADMINISTRATIVE SERVICES

Training Funding Partners 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:

Medical Skills (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
 - Intra-Aortic Balloon Pump (IABP) Therapy
 - Intracranial Pressure Monitoring & Ventriculostomy
 - Hemodynamic Monitoring
 - Pre and Post Operative Care
 - Care of Trauma Patient
 - Management of the Renal Transplant Surgical Patient
 - Ventilator & Tracheotomy 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
- **Neonatal Intensive Care Unit (NICU) Training**
 - Patient Assessment & Care
 - Neonatal Resuscitation Provider (NRP)
 - Neonatal Advanced Life Support
 - Neonatal Intensive Care Unit (NICU) Nursing Skills
 - Neonatal/Infant Pain Scale (NIPS)
 - Palliative 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)
 - Neonatal Intensive Care Unit (NICU) Nursing Skills
- **Operating Room and Post-Anesthesia Care Unit (PACU) Training**
 - Patient Assessment & Care

- o Trauma Nursing Skills
- o Care of the Burn Patient
- o Peri-operative Nursing Skills
- o Pre and Post Operative Care

- **Pediatric Services Unit**
 - o Care of Pediatric Patients (Acute Care, Intensive Care)
 - o Patient Assessment & Care
 - o Pre & Post Operative Care

- **Special Care Unit Training**
 - o Patient Assessment and Care
 - o Critical Care Nursing Skills
 - o Ventilator & Tracheotomy Care
 - o Hemodynamic Monitoring
 - o Total Parenteral Nutrition

- **Surgical Services Unit Training**
 - o Patient Assessment & Care
 - o Trauma Nursing Skills
 - o Surgical Nursing Skills
 - o Pre and Post Operative Care

- **Telemetry Unit Training**
 - o Care of the Cardiac Patient
 - o EKG & Cardiac Monitoring
 - o Dysrhythmia Interpretation
 - o Telemetry Nursing Skills
 - o Pre and Post Operative Care
 - o Care of the Neurosurgical Patient
 - o Intravenous (IV) Therapy
 - o Oncology Nursing Skills

Medical Skills (Didactic)

- Acute Psychiatric Care
- Acute Myocardial Infarction
- Advanced Cardiac Life Support (ACLS)
- Arterial Blood Gas (ABG) Interpretation
- Basic Life Support (BLS)
- Body Mechanics
- Care of the Neurosurgical 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, 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
- Medical/Surgical Nursing Skills
- Medication Administration & Management
- Moderate Sedation
- Neonatal Advanced Life Support (NALS)
- Neonatal/Infant Pain Scale (NIPS)
- Neonatal Intensive Care Unit (NICU) Nursing Skills
- Neonatal Nursing Skills
- Neonatal Resuscitation Provider (NRP)
- New Graduate Nursing Skills
- Nurse Orientation Training (for New Grads only)
- Nursing Diagnosis Skills
- Nursing Process Skills
- OB Trauma
- Oncology Nursing Skills
- Orthopedic Nursing Skills
- Ostomy & Continence Care
- Pain Management (Acute & Chronic)
- Patient Assessment & Care
- Patient Fall Prevention
- Pediatric Advanced Life Support (PALS)
- Peri-operative Nursing Skills
- PICC Line Insertion
- Pre and Post Operative Care
- Psychiatric Nursing Skills
- Psychotropic Medications
- 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
- Trauma Nursing Skills
- Ventilator and Tracheotomy Care

- New Graduate Program Skills
- Wound & Skin Care

Continuous Improvement Skills

- 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
- Customer Service Skills
- Documentation Skills
- Lean Six Sigma
- 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

Computer Skills

- Microsoft Office/Excel Skills (Intermediate and Advanced)
- Patient Billing and Accounts Receivable (PBAR) tracking Skills/ICD10 Coding Skills
- E-Med Order Entry Skills
- Electronic Medical Records Application Skills/Soarian System Skills

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



EXPANSION FUNDS
Retrainee-Job Creation
Training Proposal for:
Edwards Lifesciences LLC
Contract Number: ET22-0268

Panel Meeting of: March 25, 2022

ETP Regional Office: San Diego

Analyst: S. Phillips

PROJECT PROFILE

Contract Attributes:	Job Creation Initiative Priority Rate Expansion Funds (Alt/Gen)	Industry Sector(s):	Manufacturing (E) Biotechnology and Life Sciences (54+) 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: 3,356	U.S.:4,173	Worldwide: 15,240
<u>Turnover Rate:</u>	8%		
<u>Managers/Supervisors:</u> (% of total trainees)	10%		

FUNDING DETAIL

In-Kind Contribution
\$650,000

Total ETP Funding
\$247,250

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Job Creation Initiative Priority Rate	Business Skills Manufacturing Skills Continuous Improvement Management Skills Computer Skills HAZMAT, HAZWOPER	250	8-200	0	\$989	\$23.50
				Weighted Avg: 43			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: Job Number 1 (Job Creation): \$17.89/hr. 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 employer provides health benefits, they are not being used to meet Post-Retention Wage.

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1 (Job Creation)		
Managers 1		10
Managers 2		10
Supervisors		20
Engineers 1		60
Engineers 2		30
Technicians		30
Clinical Sales Specialists		10
Clinical Marketing Specialists		5
Regulatory Specialists		15
Quality Specialists		60

INTRODUCTION

Founded in 1958 and headquartered in Irvine, Edwards Lifesciences LLC (Edwards) (www.edwards.com) develops, manufactures and markets medical devices and technologies used in the treatment of advanced cardiovascular disease and hemodynamic monitoring. Edwards’ product lines are sold in over 100 countries and are marketed to hospitals, physicians, and other healthcare providers. Products include tissue replacement, heart valves, valve repair products, trans-catheter heart valves, hemodynamic monitoring devices, and other critical care technologies that facilitate cardiac surgery procedures through minimally invasive surgery. Edwards has a single California location in Irvine.

Veterans Program

While Edwards is committed to hiring and retaining Veterans, the company does not wish to seek a separate Veteran Job Number. At Edwards, the Global Talent Acquisition Team has specific strategies targeted at recruiting Veterans.

Retrainee - Job Creation

The Company will hire 250 new employees (Job Number 1). Edwards' commitment to the number of Job Creation positions is evidenced by their decision to expand operations in the Transcatheter Mitral and Tricuspid Therapies (TMTT) field. The date-of-hire for trainees will be within the three-month period before contract approval or within the term-of-contract.

Edwards continues to expand its Irvine campus, remain competitive within the life sciences industry, and effectively address customer demand for medical devices and biotechnology. Edwards has invested in a new manufacturing center to pilot the design and manufacturing of new medical devices. The new manufacturing center has helped Edwards focus on the entire supply chain to reduce cycle times, improve overall quality and innovate new products in the marketplace.

Edwards provides Manufacturing Skills in the TMTT division and other emerging technologies. As Edwards continues to innovate and demand for its new products increases; the organization relies on the ability to train its workers on improved production processes and procedures generated by these new products to remain competitive.

PROJECT DETAILS

Edwards recently introduced a new product line when the company expanded into TMTT to serve an underserved population of patients with mitral and/or tricuspid valve disease. This new product line will require rapid hiring of approximately 250 new staff. Edwards is required, by the FDA, to provide relevant role-based training to all new employees and contractors to ensure all Quality Systems training requirements are met.

This is Edwards' eleventh ETP Contract, the fifth in the last five years. This training is not duplicative and will focus only on newly hired trainees (Job creation). As such, the 250 Job Creation trainees in this proposal are not the same as those in the current agreement (ET21-0279). Due to ETP funding limitations, Edwards agreed to reduce the requested funding. Edwards has elected to stay with the reduced funding request and seek under \$250,000.

Training Plan

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

Business Skills: Trainees will receive training in the following: Technical Writing, Project Management, Sales & Marketing, Technical Presentations, Advanced Product Knowledge, Customer Communications, Global Technical Training, and Crucial Conversations.

Computer Skills: Trainees will receive training in the following: Product Lifecycle Management Software (Ignite), Enterprise Resource Planning (Oracle), Control Charts, Minitab/Matlab Software Tools, Non Normal Data Analysis Systems, Advanced Desktop Applications, CAD Design (Pro E), CREO I, II, III (CAD Pro Engineer), Solidworks, Advanced Software Valiation, Configuration Management II, Workday, Conerstone, and MES Comstar .

Continuous Improvement: All occupations will take process improvement and quality courses critical to reducing waste and ensuring quality products. As new product designs are rolled out

in the new manufacturing center, these skills will be necessary to expand products into other regions.

Management Skills: Training will be delivered to Managers/ Supervisors in Leading at Edwards LifeSciences, Leader of the Future, Korn Ferry Leadership Training, Executive Presence, Storytelling, Consultative Mindset, Change Management, Leadership Skills for Managers, Crucial Conversations, Business Strategies, Global Negotiations, Operations & Supply Chain Management, Critical Thinking, and other leadership skills improvement courses to further develop their supervisory skills.

Manufacturing Skills: Training will be offered to all Specialists. Classes in BioDesign, Manufacturing Assembly Standards and Procedures, Manufacturing Biological and Non-Biological Products, and Wet Labs are key to ensure new products are effectively designed and manufactured.

Hazardous Materials Skills: This training will be offered to all trainees. Trainees will receive the following training: Chemical Hygiene/ Safety for Laboratories, Waste Management, Hazard Communication, Hazardous Waste and Biowaste for Labs, Storm Water Discharges, Biomaterials and ROHS.

Certified Safety Training

1. 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.
2. 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, Technicians and Specialists will receive up to 20 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, the certification entity has not yet been determined.

Commitment to Training

In 2018, Edwards invested \$2 million in training at the Irvine facility. Training included good documentation practices, production skills, project management, six sigma training and global business practices. In 2019, they invested \$6 million to build a new life sciences inspection building and an additional \$1 million in new equipment. To initiate the TMTT division, Edwards has invested \$2-4 million into this new heart valve technology and are committing an additional \$8 million in new critical care manufacturing processes for the new line.

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 delivered by in-house trainers and vendors as needed. The Director of Organizational Development and Training will oversee overall administration of the project. The Learning Coordinator & Training Documentation lead will execute the training plan and coordinate the training effort to ensure proper record keeping procedures are in place. Edwards also retained California Manufacturers & Technology Association to assist with project administration.

Electronic Recordkeeping/LMS

Edwards has requested to utilize electronic recordkeeping. ETP staff has reviewed and approved the Company's learning management system.

Green/Clean Operations

Edwards is committed to promoting environmental excellence in its operations and communities, and to providing a safe and healthy workplace for its employees. Achieving these goals requires more than just complying with applicable regulations in the regions where Edwards operates. It also includes embracing a responsible supply chain, maintaining a focus on product stewardship, implementing proprietary, results-driven Environmental, Health, and Safety (EHS) programs, and respecting the EHS programs of customers and stakeholders.

Edwards is proud to host one of North America's largest Living Walls. As part of the Company's environmentally friendly state-of-the-art parking structure, the Living Wall provides aesthetic appeal and is designed to specific environmental standards for low maintenance and low water consumption. This living work of art also helps protect the building from sun damage, rain, and temperature fluctuations, saves energy, dampens noise pollution, and makes our world a greener place.

The parking structure is also designed with a rooftop solar energy system that generates the basic lighting requirements of the 1,200-space garage, returns electricity back to the Company's utility provider, and creates convenient shade for employee vehicles. Edwards has also installed electric vehicle charging stations, reserved parking for clean energy vehicles and carpools, and a green water drainage solution, populated with plantings that result in cleaner water runoff.

Temporary to Permanent Hiring

The Company will hire and train 30 workers under Panel guidelines for the Temporary-to-Permanent program (Job Number 1). The Company will retain 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 18 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.

Impact/Outcome

With the introduction of the new product line, the company is required by the FDA to provide all employees with relevant training to ensure quality to systems training requirements are met. Edwards will upskill newly hired staff on TMTT. The company will also provide soft and technical skills training to ensure that the new hires are well rounded and able to work in cross functional teams.

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	Potential Earnings (Based on Tracked Hours) (\$ %)
ET21-0279	\$299,345	3/01/2021-2/28/2023	241	0	0	\$209,639.25 (70%)

Based on ETP Systems, 9,356.25 reimbursable hours have been tracked for potential earnings of \$209,639.25 (70% of approved amount). The Contractor projects final earnings of 100% based on training currently committed to by employers and in progress through February 2023.

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 (\$ %)
ET21-0150	Irvine	9/08/2020-9/02/2022	\$200,000	\$200,000 (100%)
ET19-0411	Irvine	2/22/2019-2/21/2021	\$353,106	\$353,106 (100%)
ET16-0306	Irvine	2/01/2016-1/31/2018	\$472,000	\$353,401 (74%)

DEVELOPMENT SERVICES

California Manufacturers & Technology Association in Sacramento assisted with development for a flat fee of \$16,500.

ADMINISTRATIVE SERVICES

California Manufacturers & Technology Association 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:

Business Skills

- Technical Writing
- Project Management
- Sales & Marketing
- Technical Presentations
- Advanced Product Knowledge
- Customer Communications
- Global Technical Training Program
- Crucial Conversations

Manufacturing Skills

- BioDesign
- DFM, PV, PDP
- Lean Topp and GEMBA
- Edwards Research Center
- Wet Labs
- Heart Valve Clinical
- Production and Equipment Operations
- Manufacturing Biological & Non-Biological Products
- Production Operations
- Manufacturing Assembly
- Standards and Quality Procedures

Continuous Improvement Skills

- Starr Technical Training Program
- APICS Certification
- Innovation
- Product Definition PDP
- Good Clinical Practices
- Lean Manufacturing
- Problem-Solving/Troubleshooting Skills
- Production Operations
- Process Improvements
- Teambuilding
- Quality Concepts
- Project Management
- Mini Tab
- Statistical Process Control
- Process Validation
- Risk Management
- Mistake Proofing

- Root Cause Analysis
- Geometric Dimensioning and Tolerance
- Preventive Maintenance & Calibration
- Test Method Validation
- Design Control
- Design of Experiments
- Technical Information Mapping
- Regulatory Inspection Procedures
- Good Laboratory Practices
- ISO Internal Auditing
- Audit Readiness
- Global Model Master
- ROHS – Product Surveillance
- MDSAP -Single Audit Process

Management Skills (Managers/Supervisors Only)

- Leading At Edwards Lifesciences
- Leader of the Future
- Korn Ferry Leadership Training
- Executive Presence
- Consultative Mindset
- Change Management
- Leadership Skills for Managers
- Business Strategies
- Global Negotiations
- Operations & Supply Chain Management
- Finance for non-Financial Managers
- Critical Thinking for Managers
- Innovation & Product Development
- Healthcare Economics
- Marketing in a Global Economy
- Situational Leadership II
- Performance Management & Coaching
- Talent Management and Competency Skill Assessment
- Grow Coaching for Leaders

Computer Skills

- Product Lifecycle Management (PLM) Software, Ignite
- Enterprise Resource Planning Software (Oracle)
- Control Charts
- Minitab/Matlab Software Tools
- Non Normal Data Analysis Systems
- Advanced Desktop Applications
- CAD Design – Pro E
- CREO I, II, III CAD – Pro Engineer
- Solidworks
- Advanced Software Validation

- Configuration Management II
- Workday
- Cornerstone
- MES - Comstar

Hazardous Materials Skills

- Chemical hygiene/safety for laboratories
- Waste management
- Hazard communication
- Hazardous Waste and Biowaste for Labs
- Storm Water Discharges
- Biomaterials
- ROHS

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:
Walter Anderson Plumbing, LLC
Contract Number: ET22-0263

Panel Meeting of: March 25, 2022

ETP Regional Office: San Diego

Analyst: S. Phillips

PROJECT PROFILE

Contract Attributes:	Priority Rate Retrainee Job Creation Initiative Veterans	Industry Sector(s):	Construction (C) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	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: 250	U.S.:250	Worldwide: 250
<u>Turnover Rate:</u>	16%		
<u>Managers/Supervisors:</u> (% of total trainees)	5%		

FUNDING DETAIL

In-Kind Contribution
\$723,750

Total ETP Funding
\$404,340

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, Commericals Skills, Computer Skills, OSHA 10/30, General Safety Skills, PL-Commercial Skills, Literacy Skills	180	8-200	0	\$1,173	\$25.00
				Weighted Avg: 51			
2	Retrainee Priority Rate Job Creation Initiative	Business Skills, Commericals Skills, Computer Skills, OSHA 10/30, General Safety Skills, PL-Commercial Skills, Literacy Skills	51	8-200	0	\$1,932	\$24.00
				Weighted Avg: 84			
3	Retrainee Priority Rate Veterans Job Creation Initiative	Business Skills, Commericals Skills, Computer Skills, OSHA 10/30, General Safety Skills, PL-Commercial Skills, Literacy Skills	49	8-200	0	\$1,932	\$24.00
				Weighted Avg: 84			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: Job Number 1 (Retrainee): \$21.57/ hr. in San Diego County;
Job Numbers 2-3 (Job Creation): - \$17.89/ hr in San Diego 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	Actual Wage Range	Estimated # of Trainees
Job Number 1:		
Technicians		50
Consultants		20
Installers		65
Support Staff		30
Team Leads		15
Job Number 2:		
Technicians		10
		10
Consultants		2
		4

Installers		6
		9
Support Staff		4
		4
Team Leads		2
Job Number 3 (Veterans):		
Technicians		10
		10
Sales Staff		3
		3
Support Staff		5
		2
Installers		7
		6
Team Leads		3

INTRODUCTION

Walter Anderson Plumbing, LLC (www.andersonpha.com) (Walter Anderson), founded in 1978 and headquartered in El Cajon, installs, repairs and services HVAC systems and plumbing to residential homes in San Diego, Imperial, Orange and Riverside counties. This will be Walter Anderson's third ETP Contract, it's third in the last five years.

Veterans Program

Walter Anderson has developed a recruitment campaign specifically aimed at attracting Veterans. The Company collaborates with "Troops to Trades" and "Women Warriors in the Trades", local organizations that aid in placing local veterans into jobs. In the San Diego area, a large military and veteran population exists. As part of Job Creation, Walter Anderson plans to hire 49 Veterans as net new hires during this project (Job Number 3).

PROJECT DETAILS

In its prior projects, Walter Anderson focused on training its staff in Business Skills to facilitate improved communication, customer service and team work. It also focused on Communication Skills, Computer Skills and Commercial Skills. Moving forward, this new project will focus on a new program targeted at decreasing the carbon footprint within the community. Training will include new technologies, new product lines, and skills upgrades for lower skilled staff. Trainees will not receive duplicative training provided in the last ETP project.

Due to climate change, California continues to struggle with the devastation caused by wildfires. As a result, the state government has introduced new programs to reduce the carbon footprint caused by older equipment. These new programs offer incentives for bringing "inefficient or fossil burning products to a more efficient and carbonless footprint". Walter Anderson has joined in this effort to reduce carbon footprint and is now in the business of upgrading these inefficient fossil fuel products for low-income households. In the last year alone, the program created a demand for services now being offered by the Company (retrofitting fossil fuel reliant products). This has

resulted in the need for training on not only the programs, but the equipment and tooling as well. The programs require certifications on equipment, processes, diagnostics, retrofit and installation. Further, the company has new contracts with Sacramento water district to improve water efficiency necessary to assist with California's water shortage.

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 expansion of business capacity through new service lines, Walter Anderson plans to create 100 new jobs, of which 49 are Veterans (Job Numbers 2 & 3). The occupations will include, Technicians, Sales Staff, Support Staff, Installers, and Team Leads. The date-of-hire for trainees will be within the three-month period before contract approval or within the term-of-contract.

Training Plan

Training will be provided at the Company's El Cajon headquarters and at customer locations in a Classroom/Laboratory/ E-Learning, and Productive Lab (PL) setting. The following are some of the curriculum topics included in the Menu Curriculum, Exhibit B:

Business Skills: All trainees will receive training in Effective Customer Service, How to be an Effective Communicator, Building Trust, Intra-Company Communication, Advanced Communication, Negotiation Skills, Conflict Resolution, Customer Needs Assessment, Presentation Skills in Field, Active Listening Skills, Understanding and Managing Expectations, and English as Second Language.

Commercial Skills: All trainees will receive training in Connected Home Technology, Heat Pump Systems, System Sizing, Advanced Diagnosis, Metering Devices, Nest System Controls, Smart Systems, Advanced Wiring and Schematics, Maintenance Tune up and Procedures, Air Quality Diagnostics and Methodologies, Insulating Methodologies, Maintenance of Fixtures, Drains and Heat Pumps, Water Heaters, On Demand Water Heating Systems, Compression Fittings, Fixtures and Faucets, Valves, Pipe s& Supply Lines, Gas & Fuel Systems, Venting, Water Supply Treatment Systems, Diagnostics, Video Inspection, Trenchless Systems & Tooling, Plumbing Codes, Wi-fi Enable Smart Water Meters, High Flow Wi-fi Water Metering Systems, Blower, Door/ Weatherization, Duct Testing, Air Filtration, NGAT (Natural Gas Application Testing), Home Energy Auditing, Identifying Waste Products, Waste Product Remediation Analytics, Waste Remediation Planning, and Waste Removal Solution Certifications.

Computer Skills: All trainees will receive training in Service Champion (Anderson PHA Internal System), Microsoft Office Suite – Advanced, Google Suite, Advanced Teams, Zoom Software, Trenchless Video, X-Ray (Water Leak Inspection), Chemical Remediation Software.

General Safety Training: Technicians, Installers, and Team Leads will receive training in Driver Safety, Lifting Safety, Ladder Safety, Work Site Safety, Equipment Safety, Attic Insulation Safety, Electrical Hazards Safety, and Covid Safety Factors.

Literacy Skills: All trainees will receive training in English as a Second Language.

Productive Laboratory – Commercial Skills

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

Walter Anderson finds that on-the-job training is a critical element to the Company's extensive training program and provides up to 2,200 hours of on-the-job training for its newly hired technicians over a two year period. This training methodology allows the company to provide hands-on experience in the field with a master trained technician. Workers are trained on-site in diagnostics, installation, repair systems planning and code compliance under ETP PL guideline requirements. Walter Anderson expects that production time will be reduced by about 30% during PL. Technicians, Support Staff, Installers and Team Leads will receive productive lab training.

Walter Anderson is requesting a trainer to trainee ratio of 1:3 for PL, but expects that most training will be in a 1:1 or 1:2 setting. In some cases, trainees will be in groups of 2 or 3 trainees because they work in teams on the job when retrofitting systems. Training these small teams during P/L is a necessity based on the way work is actually performed at customer sites. The Company requests a maximum of 100 hours of productive lab hours over a two year period per trainee.

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 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.

Green/Clean Operations

Walter Anderson is involved in both Green and Clean Operations as it installs green/clean HVAC systems within residential spaces required within Title 24. The Company also utilizes nanotechnology in the use of Nano-air which harnesses nano particles instead of utilizing cooling agents like fluorocarbons, cutting a carbon footprint by 50% and toxic CO2 emissions by 57%.

Commitment to Training

Walter Anderson's annual training budget is \$379,500. The Company employs six full time trainers. In addition, during peak training season, the Company may deploy four additional internal trainers to assist in the delivery of critical training. Training will begin immediately upon project approval.

Walter Anderson represents that 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 project will be overseen by the Company's HR Coordinator, along with 1 Site Manager, an HR Manager, and an assistant to the HR Manager. Walter Anderson also retained an subcontractor to assist with the administration of the project. In-house and vendors will provide training.

Impact/Outcome

ETP funding will enable Walter Anderson to expand basic skills sets training within the company and add specific training allowing the Company to meet demand of new contracts and expand employees' skills and earning potential. Further the training provided under this program will

ensure high wages and secure jobs for a Veteran population within the community by allowing them to obtain certifications in green technology.

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 \$ %
ET19-0247	San Diego	10/01/2018- 9/30/2020	\$627,120	\$610,614 (97%)
ET17-0104	San Diego	7/01/2016- 6/30/2018	\$375,120	\$375,120 (100%)

DEVELOPMENT SERVICES

Walter Anderson retained Synergy Management Consultants in Grass Valley to assist with development of this proposal for a flat fee of \$20,750.

ADMINISTRATIVE SERVICES

Walter Anderson also retained Synergy Management Consultants 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:

Business Skills

- Effective Customer Service.
- How to be an Effective Communicator.
- Building Trust
- Building Strong Relationships
- Intra-Company Communication/ Advanced Communication
- Negotiation Skills
- Conflict Resolution
- Customer Needs Assessment
- Presentation Skills in the Field
- Active Listening Skills
- Understanding and Managing Expectations
- English as a Second Language

Commercial Skills

- Connected Home Technology
- Heat Pump Systems
- System Sizing
- Advanced Diagnosis
- Metering Devices
- Nest System Controls/Smart System
- Advanced Wiring and Schematics
- Maintenance Tune Up Procedures
- Air Quality Diagnostics and Methodologies
- Insulating Methodologies
- Maintenance of Fixtures Drains and Heat Pump Water Heaters
- On Demand Water Heating Systems
- Compression Fittings
- Fixtures and Faucets Including Install
- Valves
- Pipes and Supply Lines
- Gas and Fuel Systems
- Venting
- Water Supply Treatment Systems
- Diagnostics
- Video Inspection
- Trenchless Systems and Tooling
- Plumbing Code

- Wi-Fi Enable Smart Water Meters
- High Flow Wi-Fi Water Metering Systems
- Wi-Fi Irrigation Systems.
- Certifications- Blower Door/ Weatherization
- Certification-Duct Testing
- Certification-Air Filtration
- Certification-NGAT (natural gas appl testing)-NATE
- Certification- Home Energy Auditing
- Identifying Waste Products
- Waste Products Remediation Analytics
- Waste Remediation Planning
- Waste Removal Solutions
- Driver Safety
- Lifting Safety
- Ladder Safety
- Work Site Safety
- Equipment Safety
- Attic Insulation Safety
- Electrical Hazards Safety
- Covid Safety Factors
- Driver Safety
- Lifting Safety
- Ladder Safety
- Work Site Safety
- Equipment Safety
- Attic Insulation Safety
- Electrical Hazards Safety
- Covid Safety Factors

Computer Skills

- Service Champion(The Anderson Tech System, proprietary HVAC management software) Skills
- Advanced Microsoft Office and Google Suites
- Using Tablets in the Field
- Zoom and Microsoft Teams
- Tablet Applications for Field Sales
- Technician Scheduling and Installation.
- Trenchless Video X-Ray
- Water Leak Video Inspection Tools
- Chemical Remediation Software

Safety Skills - OSHA 10

- OSHA 10
- OSHA 30

Literacy Skills

- English as a Second Language

PL Hours (1:3)

0-100

Trainees may receive any of the following:

Commercial Skills

- Thermal Dynamics
- Switches and Electrical Components
- Heat Pump Systems
- Air Conditioning Systems
- Metering Devices
- System Controls/ST
- Motors
- Whole Home Fans
- Wiring
- Thermostats
- Tune Up Procedures
- Air Quality Diagnostics and Methodologies
- Ventilation Systems
- Diagnostics
- HVAC Maintenance Service
- Pipes and Fittings (plastic)
- Copper Pipe and Fitting
- Fixtures and Faucets
- Disposals
- Valves
- Water Heaters
- On Demand Hot Water Systems
- Gas and Fuel Systems
- Locating Buried Water and Sewer Lines
- Water Pressure Booster and Recirculation Systems
- Video Inspection
- Trenchless Replacements
- Wi-Fi Enabled Water Metering Systems
- Heat Pump Water Heaters
- Plumbing Maintenance Tasks

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

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



EXPANSION FUNDS
Training Proposal for:
Creating Coding Careers
Contract Number: ET22-0291

Panel Meeting of: March 25, 2022

ETP Regional Office: PPU-Central Office

Analyst: H. Miguel

PROJECT PROFILE

Contract Attributes:	Priority Rate Retrainee Expansion Funds (Alt/Gen)	Industry Sector(s):	Services (G) Multimedia/Entertainment (51+)
Counties Served:	San Diego	Repeat Contractor:	Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <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: 27	U.S.: 27	Worldwide: 27
<u>Turnover Rate:</u>	6%		
<u>Managers/Supervisors:</u> (% of total trainees)	0%		

FUNDING DETAIL

In-Kind Contribution
\$628,425

Total ETP Funding
\$198,375

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Priority Rate	Computer Skills	75	8-200	0-59	\$2,645	\$21.57
				Weighted Avg: 115			

*Post-Retention Wage is the Contractual Wage.

<p>Minimum Wage by County: \$21.57/hr. San Diego 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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Maybe</p> <p>Up to \$1.57 per hour may be used to meet the Post-Retention Wage.</p>
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Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1 – Retrainee		
Software Engineer		21
		44
Quality Assurance Engineer		3
		7

INTRODUCTION

Creating Coding Careers (<https://ccccareers.org/>) (CCC) founded in 2019, is a nonprofit entity in San Diego that recruits and trains a wide array of diverse individuals for careers in Information Technology. CCC operates via a social enterprise model and is the employer of record for the trainees during training. Ultimately, all trainees are placed in long term, permanent jobs that align with their skills with partner employers in the San Diego region. As such, CCC is eligible as a single employer contractor under ETP’s Expansion Funds as a nonprofit entity.

Veterans Program

CCC partners with Operation Code and Code Platoon which are organizations that support Veterans looking for careers in software development and computer coding. CCC actively recruits and accepts referrals from these organizations for trainee participants. In addition, CCC is currently applying to become a Skill Bridge eligible site which connects Veterans with training and employment opportunities. While Veterans will be trained in this project, CCC is not requesting a Veteran job number.

PROJECT DETAILS

CCC currently operates a Software Engineer Apprenticeship program. This program recruits trainees who are underrepresented in the technology and software industry and expects 80% of the training population will identify with one or more of the following: Black, Indigenous, Persons

of Color, Women, Youth, Veterans, Individuals with Disabilities and those experiencing homelessness. CCC is working to create and sustain diversity, equity and inclusion within the corporate culture of the San Diego region in the IT sector. Currently, trainees are recruited from America's Job Centers of California, San Diego County Office of Education, juvenile courts and a Veteran only prison facility.

The organization enrolls the trainees in an apprenticeship program registered with both the Department of Labor and the Division of Apprenticeship Standards. However, this project will fund only elective supplemental skills outside of the apprenticeship program. This training can be customized to the needs of employers and builds off the software development apprenticeship program. It is expected that this training will increase the employability for trainees and ensure a positive working relationship with local companies and CCC.

For many of the trainees included in this project, a traditional degree program through a university may not be possible or desirable. As such, CCC hires trainees and pays wages during training to facilitate an "earn and learn" model. This allows individuals who might have otherwise believed that a career in the technology sector was unattainable to secure good paying jobs with stackable skills and opportunity for advancement. Recently, CCC has seen an increase in the need for skilled Software Engineers and expects the program to increase significantly in the next year. ETP-Funded training will assist in meeting employer's needs for skilled IT professionals.

Upon completion of training, CCC works with employers in the San Diego region including Microsoft, Qualcomm, ServiceNow, Becton Dickinson and Company among others to hire trainees. During training and employment at CCC, all trainees are provided hands-on experience directly with employers as they work on actual projects and team members from the employer partners.

Training Plan

Training will take occur via Class/Lab, E-Learning and Computer Based Training in San Diego county and most trainees will receive over 200 hours of training. Currently, CCC utilizes one fulltime trainer, one training vendor and two assistants to provide training.

Computer Skills: This training will be provided to all trainees in both Class/Lab and CBT in the topics such as Introduction to Agile Projects, Virtual Machines and Containers, Azure Development and .Net Fundamentals.

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 0-59 hours of CBT. Training will be provided in topics such as ServiceNow Fundamentals, Java Programming Fundamentals, WordPress Fundamentals and C# Programming Fundamentals.

Commitment to Training

Upon completion of this project, CCC will continue to provide training including its apprenticeship program and the elective courses included in this project. Moving forward, the organization will look for additional funding sources to continue providing training. In the future, CCC plans to begin offering training in more advanced software engineering topics as well as cybersecurity and other specialized software programming.

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

This project will be overseen by CCC's CEO with assistance by two project managers. In addition, CCC has hired as an administrative subcontractor to assist with the administrative tasks of executing an ETP project.

Impact/Outcome

Trainees will receive a ServiceNow Fundamentals Certification and a Microsoft Azure Certification upon completion of training funded for this project.

Alternate Retention Request

Because of its social enterprise and apprenticeship model, trainees are employed by CCC while they are in training. However, after training is completed trainees will be placed into employment with CCC's partner employers across San Diego. As such, many trainees will not meet ETP's standard retention period of 90 days with one employer. In order to work within this unique program model, CCC is requesting to add an alternate retention period of 500 hours within 150 consecutive days, working full-time with one or more employers. This alternate retention period will allow CCC to place trainees if they work for more than employer after training and during retention, mirroring the program model.

Other Resources

Currently, CCC received Workforce Investment and Opportunity Act funding through the Workforce Accelerator program and is a subcontractor of the San Diego Workforce Partnership. This funding utilized for CCC's pre-apprenticeship program to prepare trainees to start the apprenticeship program. CCC states that there will be no overlap of funding.

Electronic Recordkeeping/LMS

Staff have reviewed and approved CCC's use of a Learning Management System for recordkeeping use under this project.

DEVELOPMENT SERVICES

CCC retained Trailhead Strategies, Inc. in San Diego to assist with development of this proposal for a flat fee of \$5,000.

ADMINISTRATIVE SERVICES

Trailhead Strategies will also perform administrative services in connection with this proposal for a fee 13% of payment earned.

TRAINING VENDORS

Guillermo Monge in Mexicali, Mexico has been retained to provide training for a fee of \$5,000 per month. 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:

Computer Skills

- Agile 100 - Introduction to Agile Projects
- Agile 200 - Agile Project Implementation
- OPS150 - Virtual Machines and Containers
- OPS 250 - Infrastructure as code
- OPS 300 - Azure Deployment
- DNC100 - C# Fundamentals
- DNC200 - .Net Fundamentals
- DNC 300 - ASP.Net Applications
- DB300 - SQL and Entity Framework
- DB350 - No-SQL databases
- NOW101 - ServiceNow Fundamental

CBT Hours

0 - 59

Computer Skills

- WordPress Fundamentals - 6 Hours
- MS Power Apps Low Code – 10 Hours
- C# Programming Fundamentals – 8 Hours
- Java Programming Fundamentals – 8 Hours
- WebDriver I/O – 5 Hours
- ServiceNow Fundamentals – 12 Hours
- ServiceNow Low Code – 10 Hours

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:
ADCO Drywall and Metal Framing, Inc.
Contract Number: ET22-0260**

Panel Meeting of: March 25, 2022

ETP Regional Office: San Francisco Bay Area

Analyst: A. Salinas

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate Job Creation Initiative SET	Industry Sector(s):	Construction (C) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Sacramento, 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: 545	U.S.: 545	Worldwide: 545
<u>Turnover Rate:</u>	5%		
<u>Managers/Supervisors:</u> (% of total trainees)	N/A		

FUNDING DETAIL

In-Kind Contribution
\$427,200

Total ETP Funding
\$245,640

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, Literacy Skills, Computer Skills, Continuous Impr, OSHA 10/30, PL-Commercial Skills	216	8-200	0-29	\$920	\$29.41
				Weighted Avg: 40			
2	Job Creation Initiative Priority Rate SET	Business Skills, Commercial Skills, Literacy Skills, Computer Skills, Continuous Impr, OSHA 10/30, PL-Commercial Skills	51	8-200	0-29	\$920	\$18.00
				Weighted Avg: 40			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: Job Number 1: \$29.41 per hour SET (Modified) Statewide Average Wage. **Job Number 2:** \$18.00 per hour for Sacramento County and \$19.61 per hour for Alameda 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 \$2.41 per hour may be used to meet the Post-Retention Wage for Job Number 1.

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1: Retrainee		
Administrative Staff		8
Estimators		4
Field Crew		195
Projects Managers/Project Engineers		5
Quality Control Staff		4
Job Number 2: Job Creation		
Administrative Staff		1
Estimators		1
Field Crew		45
Project Managers/Project Engineers		1
Quality Control Staff		3

INTRODUCTION

Founded in 2011 and headquartered in Gold River, ADCO Drywall and Metal Framing, Inc. (ADCO) (<http://www.adcodrywall.com/>) is a full-service drywall and metal framing company specializing in the large-scale production of multi-family units and common areas, including amenities, leasing and other high profile areas. ETP training will be delivered at ADCO's headquarters in Gold River, at its facility in Hayward, and at various working job sites. This will be ADCO's first ETP project.

Veterans Program

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

PROJECT DETAILS

ADCO has two strategic corporate initiatives that are being implemented. Firstly, the Company will be adding a new insulation service to its portfolio, which will be in addition to its metal framing and drywall services offered. Currently, the Company's employees leave the job site in between these two services, reducing efficiency and increasing time spent between applications due to time limitations of the insulation subcontractors. Adding this service will allow ADCO to improve its overall processes and provide greater time management ability. Additionally, ADCO will be expanding its contracts to Los Angeles, as well as out-of-state in Oregon and Arizona. Consequently, the two initiatives require hiring and training new and incumbent employees to reach these goals while also creating new positions so incumbent employees can promote into higher positions.

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.

ADCO will hire 51 new employees (Job Number 2) due to the addition of insulation services and the expansion of contracts. The date-of-hire for trainees will be within the three-month period before contract approval or within the term-of-contract.

Training Plan

The following training will be conducted using Class/Lab, E-Learning, Computer-Based Training (CBT), and Productive Lab (PL) delivery methods:

Business Skills: Training will be offered to all occupations on course titles such as Customer Service, Operational Skills, and Cost Control.

Commercial Skills: Training will be offered to all occupations on course titles such as Construction Team Support, Blueprint Reading, and Insulation.

Computer Skills: Training will be offered to all occupations on course titles such as Bluebeam, Plangrid, Plexis, ERP Training, and Computer Aided Design Software.

Continuous Improvement: Training will be offered to all occupations on course titles such as Decision Making, Process Improvement, and Change Management.

Literacy Skills: Training will be offered to all occupations on course titles such as Vocational English, Vocational English as a Second Language, and Basic Math.

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 0–29 hours of CBT.

Productive Lab (PL)

PL will be directly linked to the various courses offered under the Class/Lab Commercial Skills courses. They will be offered to all eligible occupations based on their job responsibilities and duties, including trainees from both Job Numbers 1 and 2. PL will be conducted on a minimum 1:1 trainer-to-trainee ratio, maximum of 1:3, and with a requested maximum of 100 hours per trainee. The higher maximum takes into account errors made during the production process as well as time needed to perform the necessary tasks to an acceptable degree of quality. All pieces of equipment used in production require specific safety protocols, processes and operation procedures, and the PL training will be used to measure each trainee's ability and comprehension of each of these aspects.

Certified Safety Training

1. OSHA 10/30. A series of courses grouped by industry sector and occupation. It consists of 10 hours and 30 hours of classroom (and/or CBT) training for Field Crew trainees. The coursework is geared towards construction and manufacturing work. Completion of the training awards a certification; leading to increased employment opportunities. The coursework must be approved by Cal-OSHA, and the instructors must be certified by Cal-OSHA.

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.

Commitment to Training

ADCO's current training budget in California is \$125,000 annually. The Company has trained its employees continuously in the drywall and metal framing process in a continued effort to streamline construction and job efficiency, which in turn creates a solid reputation for it to maintain and to obtain contracts in the competitive market. 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

ADCO's Controller (dedicated administrator) and HR Administrator will administer the project. The General Superintendent will be coordinating the training. ETP training will be delivered in-house by internal (subject-matter) experts and by vendors when needed. A third-party subcontractor-Carrasco LLP, Innovative Tax Solutions has been retained to assist with ETP administration. Rosters will be gathered by the Company's ETP Project Manager and sent to its administrative subcontractor monthly.

Recordkeeping

Due to the COVID-19 pandemic, an Alternative Recordkeeping (ARK) method is being requested.

DEVELOPMENT SERVICES

ADCO retained Carrazco LLP, Innovative Tax Solutions in Sacramento to assist with development of this proposal for a flat fee of \$19,000.

ADMINISTRATIVE SERVICES

ADCO also retained Carrazco LLP, Innovative Tax Solutions 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:

BUSINESS SKILLS

- Business Communication
- Conflict Resolution
- Customer Service
- Communication styles
- Company Culture Development
- Cost Control
- Employee Coaching
- Employee Engagement
- Essential Skills for New Supervisor
- Interpersonal Communications
- Leadership
- Operational Skills
- Organizational Structure Development
- Planning and Organization
- Product Knowledge
- Project Management and Methodology
- Project Requirements Analysis and Specifications

COMMERCIAL SKILLS

- Blueprint Reading
- Building Systems
- Construction Team Support
- Drywall
- How to Complete a Work Authorization
- Insulation
- Metal Framing
- Personal Protection Equipment
- Planning and Scheduling
- Project Management
- Work Order Processing

COMPUTER SKILLS

- Bluebeam
- Computer Aided Design Software
- Enterprise Resource Planning Training
- Plangrid
- Plexxis

CONTINUOUS IMPROVEMENT

- 5S
- Cross Training
- Communication Skills

- Creating a Quality Organization
- Change Management
- Decision Making
- Leadership
- Process Improvement
- Production Scheduling
- Production Operations/Workflow
- Project Management
- Problem Solving and Decision Making
- Supervisor Skills
- Time Management

OSHA 10/30 (OSHA-Certified Trainer) 1:40 Ratio

- OSHA 10 (maximum of 10 hours per trainee)
- OSHA 30 (maximum of 30 hours per trainee)

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

LITERACY SKILLS

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

Literacy Training cannot exceed 45% of total-training hours per trainee

PL Hours (1:3)

0-100

PL- COMMERCIAL SKILLS

- Blueprint Reading
- Building Systems
- Construction Team Support
- Drywall
- How to Complete a Work Authorization
- Insulation
- Metal Framing
- Personal Protection Equipment
- Planning and Scheduling
- Project Management
- Work Order Processing

CBT Hours

0-29

OSHA 10/30

- Caught In or Between – 30 Minutes
- Cranes, Derricks, Hoists, Elevators & Conveyors – 30 minutes
- Electrocution – 1 hour
- Excavations – 30 minutes
- Falls – 1.5 hours

- Health Hazards in Construction – 30 minutes
- Introduction to OSHA – 1 hour
- Materials Handling, Storage, Use and Disposal – 30 minutes
- Personal Protective and Lifesaving Equipment – 30 minutes
- Scaffolds – 30 minutes
- Stairways and Ladders – 30 minutes
- Struck-By – 1 hour
- Tools – Hand and Power – 30 minutes
- Asbestos Awareness: 30 minutes
- Asbestos for Supervisors – 2 hours
- Caught-in or Between – 1.5 hours
- Confined Spaces – 30 minutes
- Cranes, Derricks, Hoists, Elevators and Conveyors – 30 minutes
- Electrical Safety – 2 hours
- Ergonomics – 30 minutes
- Excavations – 30 minutes
- Fall Prevention – 1.5 hours
- Fire Protection and Prevention – 30 minutes
- Foundations for Safety Leadership – 2.5 hours
- Hand and Power Tool Safety – 1 Hour
- Hazard Communication – 30 minutes
- Hazardous Materials – 30 minutes
- Health Hazards in Construction – 2 hours
- Introduction to OSHA – 1 hour
- Lead Awareness – 30 minutes
- Lead Exposure – 30 minutes
- Managing Safety and Health – 2 hours
- Materials Handling, Use and Disposal – 30 minutes
- Motor Vehicles – 30 minutes
- Personal Protective Equipment – 2 hours
- Rollover Protective Structures, Signs, Signals and Barricades – 30 minutes
- Safety and Health Programs – 30 minutes
- Scaffolds – 30 minutes
- Silica Exposure – 30 minutes
- Stairways and Ladders – 1 hour
- Steel Erection – 30 minutes
- Struck-by – 1 hour
- Welding and Cutting – 30 minutes

COMMERCIAL SKILLS

- Back Safety Basics & Update – 30 minutes

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



EXPANSION FUNDS

Retrainee-Job Creation

Training Proposal for:

Cedars - Sinai Medical Center

Contract Number: ET22-0278

Panel Meeting of: March 25, 2022

ETP Regional Office: San Francisco Bay Area

Analyst: A. Salinas

PROJECT PROFILE

Contract Attributes:	Expansion Funds (Alt/Gen) Medical Skills Training Job Creation Initiative 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 type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Number of Employees in:	CA: 15,040	U.S.: 15,040	Worldwide: 15,040
<u>Turnover Rate:</u>	1%		
<u>Managers/Supervisors:</u> (% of total trainees)	0%		

FUNDING DETAIL

In-Kind Contribution
\$1,231,475

Total ETP Funding
\$499,100

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Priority Rate Medical Skills Training	Medical Skills (Didactic), Medical Skills (Preceptor), Continuous Impr, Computer Skills	185	8-200	0	\$1,610	\$60.00
				Weighted Avg: 70			
2	Job Creation Initiative Medical Skills Training Priority Rate	Medical Skills (Didactic), Medical Skills (Preceptor), Continuous Impr, Computer Skills	125	8-200	0	\$1,610	\$38.00
				Weighted Avg: 70			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: Job Number 1: \$21.73 per hour for Los Angeles County.

Job Number 2: \$18.11 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

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

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1: Retrainee		
Registered Nurse		185
Job Number 2: Job Creation		
New Grad RN		125

INTRODUCTION

Founded in 1902, Cedars – Sinai Medical Center (Cedars) has grown to be one of the largest non-profit academic medical centers in the United States. Its current staffing consists of 2,100 physicians, 2,800 nurses, and thousands of other healthcare professionals and staff that make up its 15,040 California employees. With 886 state-licensed beds, Cedars is able to staff and service many patients, fully utilizing its staff population. With the COVID-19 pandemic still affecting the country, Cedars will be implementing new Rapid Response Simulation Training for physicians and nurses to enhance its ability to manage and treat COVID patients as well as offering further 24/7 accessible simulated training for Registered Nurses (RN) and New Grad RNs in intravenous (IV) skills.

This will be Cedar's first ETP Contract. ETP training will be delivered at the Company's location in Los Angeles. Cedars is introducing more advanced training and an expanded curriculum for COVID-19 Rapid Response simulation training, sanitation and cross contamination reduction training, IV skills simulation training, and implementation of new virtual reality training through Shift.

The negative impact of COVID-19 on the healthcare industry and the need to increase inpatient bed supply, requires implementation of new patient care protocols and acquisition of ventilators and other ICU (intensive care unit) equipment which requires both incumbent workers and new hires to expand their knowledge and effectiveness through training. Additionally, there has been a surge in expenses for procurement of additional protective gear, new equipment for COVID-19 and other patient treatments, increased staff overtime wage increases, and temporary staffing increases. The ETP training funds will allow Cedars to continue providing quality training to its current and its expected new (permanent) employee population.

Veterans Program

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

Retrainee - Job Creation

In this proposal, the Company will hire 125 new employees (Job Number 2) due to business-capacity growth. The date-of-hire for trainees will be within the three-month period before contract approval or within the term-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.

Due to the COVID-19 pandemic, the Company's expanded training efforts will increase the quality of care for its current and new patients. Cedars plans to add approximately 250 new grad nurses through the two-year term of the Contract, despite only including 125 new grad nurses in this proposal. This staffing expansion will allow Cedars to address the issue of increased patient volume that is impacting current hospital capacity.

PROJECT DETAILS

Training Plan

The following training will be conducted using Class/Lab, E-Learning, and both Didactic and Preceptor (Medical Skills) delivery methods:

Computer Skills: This training will be offered to all occupations on courses like Patient Billing and Accounts Receivable, System Skills, and both Intermediate and Advanced Microsoft Office (Excel) Skills.

Continuous Improvement: This training will be offered to all occupations on courses like Lean Six Sigma, Crisis Prevention Intervention, and Frontline Leadership Skills.

Medical Skills (Didactic): This training will be offered to all occupations on a wide range of courses that include training for Equipment Skills (use of IV pumps, cardiac telemetry, ventilators, etc.), Infection Control, Medication Administration & Management, Neonatal Nursing Skills, and more.

Medical Skills (Preceptor): This training will be offered to all occupations on a wide range of courses like Emergency Department Training, Intensive Care Unit/Critical Care Unit Training, Medical/Surgical Unit Training, Pediatrics Services Unit training, and Telemetry Unit Training. Up to a 1:10 trainer-to-trainee ratio may be used to deliver Preceptor training, per ETP Regulations.

Commitment to Training

Cedars' California training budget is \$1,500,000. Cedars currently provides training including new employee orientation, basic OSHA Training, basic-job skills, workplace ethics, diversity, and anti-

harassment. The anti-harassment training and new employee orientation were both mandatory for staff, wherein all departments received the anti-harassment training, and new hires received the orientation as the first part of their onboarding process. The training Cedars provides staff has continuously helped it meet the increased customer base and provide various upskilling opportunities internally.

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

Cedars' Director of the Department of Nursing Education (dedicated administrator) will manage all project administration. ETP training will be delivered by approximately 30 nurse educators who are subject-matter experts. A third-party subcontractor, Training Funding Partners (TFP), has been retained to assist with ETP administration. The Company's Director will work with TFP and ETP staff for its future training assessment and monitoring efforts.

Impact/Outcome

Cedars' training goal will meet the American Nurses Credentialing Center (ANCC) Practice Transition Accreditation Program (PTAP). Cedars expects that 100% of its new graduate registered nurse (NGR) residents will complete evidence-based projects during a 12-month implementation program. The Company also plans to transition all of its NGRs from Clinical Nurse (CN) rank 1 to CN rank 2 by the end of its internal designated 12-month training program. Cedars has included a lower Job Creation number of 125 estimated trainees in its application, but endeavors to reach a higher number of 250 (or greater) by the Contract's term-end date in order to keep up with the rising demands on the healthcare industry in California.

Recordkeeping

Due to the COVID-19 pandemic, an Alternative Recordkeeping (ARK) method is being requested.

DEVELOPMENT SERVICES

Cedars retained TFP in Fountain Valley to assist with development of this proposal for \$19,500.

ADMINISTRATIVE SERVICES

The Company also retained TFP to perform administrative services in connection with this proposal for a fee of 12% of payment earned.

TRAINING VENDORS

To Be Determined

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

8-200

Trainees may receive any of the following:

MEDICAL SKILLS (DIDACTIC)

- Acute Psychiatric Care
- Acute Myocardial Infarction
- Advanced Cardiac Life Support (ACLS)
- Arterial Blood Gas (ABG) Interpretation
- Basic Life Support (BLS)
- Body Mechanics
- Care of the Neurosurgical 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, 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
- Medical/Surgical Nursing Skills
- Medication Administration & Management
- Moderate Sedation
- Neonatal Advanced Life Support (NALS)
- Neonatal/Infant Pain Scale (NIPS)
- Neonatal Intensive Care Unit (NICU) Nursing Skills
- Neonatal Nursing Skills
- Neonatal Resuscitation Provider (NRP)
- New Graduate Nursing Skills
- Nurse Orientation Training (for New Grads only)
- Nursing Diagnosis Skills

- Nursing Process Skills
- OB Trauma
- Oncology Nursing Skills
- Orthopedic Nursing Skills
- Ostomy & Continence Care
- Pain Management (Acute & Chronic)
- Patient Assessment & Care
- Patient Fall Prevention
- Pediatric Advanced Life Support (PALS)
- Peri-operative Nursing Skills
- PICC Line Insertion
- Pre and Post Operative Care
- Psychiatric Nursing Skills
- Psychotropic Medications
- 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
- Trauma Nursing Skills
- Ventilator and Tracheotomy Care
- New Graduate Program Skills
- Wound & Skin Care

MEDICAL SKILLS (PRECEPTOR) 1:10 Ratio

- **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
 - Intra-Aortic Balloon Pump (IABP) Therapy
 - Intracranial Pressure Monitoring & Ventriculostomy
 - Hemodynamic Monitoring
 - Pre and Post Operative Care
 - Care of Trauma Patient
 - Management of the Renal Transplant Surgical Patient
 - Ventilator & Tracheotomy 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
- **Neonatal Intensive Care Unit (NICU) Training**
 - Patient Assessment & Care
 - Neonatal Resuscitation Provider (NRP)
 - Neonatal Advanced Life Support
 - Neonatal Intensive Care Unit (NICU) Nursing Skills
 - Neonatal/Infant Pain Scale (NIPS)
 - Palliative 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)
 - Neonatal Intensive Care Unit (NICU) Nursing Skills
- **Operating Room and Post-Anesthesia Care Unit (PACU) Training**
 - Patient Assessment & Care
 - Trauma Nursing Skills
 - 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 & Post Operative Care
- **Special Care Unit Training**
 - Patient Assessment and Care
 - Critical Care Nursing Skills
 - Ventilator & Tracheotomy Care
 - Hemodynamic Monitoring
 - Total Parenteral Nutrition
- **Surgical Services Unit Training**
 - Patient Assessment & Care
 - Trauma Nursing Skills
 - 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
 - Care if the Neurosurgical Patient
 - Intravenous (IV) Therapy
 - Oncology Nursing Skills

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
- Customer Service Skills
- Documentation Skills
- Lean Six Sigma
- 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

COMPUTER SKILLS

- Microsoft Office/Excel Skills (Intermediate and Advanced)
- Patient Billing and Accounts Receivable (PBAR) Tracking/ICD10 Coding Skills
- E-Med Order Entry Skills
- Electronic Medical Records Application Skills/Soarian System Skills

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



EXPANSION FUNDS

Retrainee-Job Creation

Training Proposal for:

CFHS Holdings, Inc. dba Cedars-Sinai Marina Del Rey Hospital

Contract Number: ET22-0279

Panel Meeting of: March 25, 2022

ETP Regional Office: San Francisco Bay Area

Analyst: S. Wang

PROJECT PROFILE

Contract Attributes:	Expansion Funds (Alt/Gen) Medical Skills Training Priority Rate Retrainee 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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No California Nurses Association (CNA)		
Number of Employees in:	CA: 730	U.S.: 730	Worldwide: 730
<u>Turnover Rate:</u>	15%		
<u>Managers/Supervisors:</u> (% of total trainees)	0%		

FUNDING DETAIL

In-Kind Contribution
\$498,525

Total ETP Funding
\$498,525

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Medical Skills Training Priority Rate	Computer Skills, Cont. Improv., Medical Skills (Didactic), Medical Skills (Preceptor)	249	8–200	0	\$1,725	\$48.00
				Weighted Avg: 75			
2	Job Creation Initiative Medical Skills Training Priority Rate Retrainee	Computer Skills, Cont. Improv., Medical Skills (Didactic), Medical Skills (Preceptor)	40	8–200	0	\$1,725	\$48.00
				Weighted Avg: 75			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: Job Number 1: \$21.73 per hour for Los Angeles County.
Job Number 2: \$18.11 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

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

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1: Retrainee		
Registered Nurse		249
Job Number 2: Job Creation		
New Graduate Registered Nurse		40

INTRODUCTION

Founded in 1969 and headquartered in Marina Del Rey, CFHS Holdings, Inc. dba Cedars-Sinai Marina Del Rey Hospital (MDRH) (www.marinahospital.com/) is a not-for-profit regional provider of healthcare. MDRH is a 101-bed community facility that is part of the Cedars Sinai health system. The hospital offers a wide range of quality medical services from routine physical examinations to complex surgical interventions, focusing on the comfort and wellbeing of patients.

This will be MDRH's third ETP Contract, its first in the last five years. The proposed ETP funding will allow MDRH to implement new curriculum that is related to how the COVID-19 pandemic has affected the industry as well as the new processes. This will allow the hospital to expand the amount of training it can provide to its incumbent and newly hired workforce to enable MDRH to continue to meet the increasing needs of its patients and provide excellent patient care. Along with the pandemic stresses within the community, there is an increased homeless population that

have minor to severe psycho-social issues requiring an increased need to train staff on how to treat behavioral issues such as; drug abuse, alcoholism and suicidal ideation.

Veterans Program

MDRH currently does not have a formal veteran recruiting process, but does employ Veterans and values their contribution to the organization.

Retrainee - Job Creation

In this proposal, MDRH plans to hire 40 new employees (Job Number 2) due to business-capacity growth. The date-of-hire for trainees will be within the three-month period before contract approval or within the term-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.

MDRH sees approximately 100 Emergency Room patients, 13 daily admissions, 62 average daily census, 11–18 operative procedures, and 40 imaging procedures daily. To address this on-going patient increase, MDRH is currently building its new nine-story hospital that will augment and expand the hospital's historical strength in surgery and emergency services creating hundreds of new jobs. This new hospital is projected to begin operation in 4–5 years. In the meantime, MDRH is expanding services by utilizing the medical office towers for out-patient programs. ETP training will be delivered to its trainee at its two Marina Del Rey facilities.

Union Support

Registered Nurses are represented by California Nurses Association (CNA). The union has submitted a letter of support for this training project.

PROJECT DETAILS

With the assistance of ETP funding, MDRH will be implementing the following to enable the hospital to continue to provide the best quality and critical care to its patients:

- Continuous Renal Replacement Therapy (CRRT) – New equipment and training for dialysis for ICU staff.
- Experienced Nurse Internship into ER and ICU – Training experienced medical surgical and telemetry nurses to speciality areas.
- New Graduate Program Enhancements – Program that includes weekly didactic sessions.
- Suicide Behavior Nursing – New program for RN's and necessary for increased behavioral health patient population.
- Annual skills' day to update all nursing staff to new equipment, policies, and process changes.

Training Plan

Training will be delivered to all occupations via Class/Lab/E-Learning in the following:

Computer Skills: training will include courses such as Order Entry Skills and Electronic Medical Records Application Skills to ensure proper utilization.

Continuous Improvement: training will include courses such as Case Management/Discharge Planning, Communication Skills, CORE Measures/Nurse Sensitive Indicators (Magnet), and Customer Service Skills.

Medical Skills (Didactic and Preceptor): training will include both preceptor and didactic skills in courses such as Acute Myocardial Infarction, Advanced Cardiac Life Support (ACLS), Arterial Blood Gas (ABG) Interpretation, Intensive Care Unit/Critical Care Unit Training, and Medical/Surgical Unit Training. Training will allow them to integrate best practices into the daily routine and meet or exceed quality care and patient safety standards. Up to a 1:10 trainer-to-trainee ratio may be used to deliver Preceptor training, per ETP Regulations.

Commitment to Training

MDRH annual training budget is approximately \$826,000. The hospital provides annual medical skills update training for staff. 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

MDRH's Director of Education (dedicated administrator) will oversee all ETP-funded training. There will be two Project Managers, three Nurse Educators, and one Administrative Assistant to help manage the roster process and ensure accurate documentation. Training will be delivered by in-house subject matter experts. MDRH has also hired a third-party subcontractor to assist with ETP-administrative duties.

Impact/Outcome

Training will allow trainees to adhere to updated safety and regulatory rules in the healthcare industry.

DEVELOPMENT SERVICES

MDRH retained Training Funding Partners (TFP) in Fountain Valley to assist with development of this proposal for a flat fee of \$19,500.

ADMINISTRATIVE SERVICES

TFP 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:

COMPUTER SKILLS

- Electronic Medical Records Application Skills
- Order Entry Skills

CONTINUOUS IMPROVEMENT

- Case Management / Discharge Planning
- Charge Nurse Training / Frontline Leadership Skills
- Communications Skills
- Conflict Resolution Skills
- CORE Measures/Nurse Sensitive Indicators (Magnet)
- Crisis Prevention Intervention (CPI)
- Critical Thinking Skills
- Culturally Appropriate Care
- Customer Service Skills
- Documentation Skills
- Lean Six Sigma
- Organization and Time Management Skills
- Patient and Family Centered Care Skills
- Performance and Quality Improvement and Procedures Skills
- Preceptor Skills (train-the-trainer)
- Team Building Skills
- Utilization Review

MEDICAL SKILLS (DIDACTIC)

- Acute Myocardial Infarction
- Advanced Cardiac Life Support (ACLS)
- Arterial Blood Gas (ABG) Interpretation
- Basic Life Support (BLS)
- Body Mechanics
- Care of Pediatric Patients (Acute Care, Intensive Care)
- 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 & 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, etc.)
- Evidence Based Practices
- Gastrointestinal Assessment and Management
- Hemodynamic Monitoring
- Infection Control
- Intravenous (IV) Insertion & Therapy
- Kinetic Therapy
- Labor, Delivery and Postpartum Nursing Skills
- Medical/Surgical Nursing Skills
- Medication Administration & Management
- Moderate Sedation
- New Graduate Nursing Skills
- New Graduate Program Skills
- Nurse Orientation Training (for New hires only)
- Nursing Diagnosis Skills
- Nursing Process Skills
- OB Trauma
- Oncology Nursing Skills
- Orthopedic Nursing Skills
- Ostomy & Continence Care
- Pain Management (Acute & Chronic)
- Patient Assessment & Care
- Patient Fall Prevention
- Pediatric Advanced Life Support (PALS)
- Peri-operative Nursing Skills
- PICC Line Insertion
- Pre and Post Operative Care
- Psychiatric Nursing Skills
- Psychotropic Medications
- Rapid Response Skills
- Renal Assessment & Management
- Respiratory Assessment & Care
- Restraints
- S.T.A.B.L.E.
- 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

MEDICAL SKILLS (PRECEPTOR) 1:10 Ratio

- Emergency Department Training
 - Care of Pediatric Patients
 - Emergency Care of the Burn Patient
 - Emergency Room Nursing Skills
 - OB Trauma

- Trauma Nursing Skills
- Triage Nursing Skills
- Intensive Care Unit / Critical Care Unit Training
 - Care of Trauma Patient
 - Critical Care Nursing Skills
 - Hemodynamic Monitoring
 - Patient Assessment & Care
 - Pre and Post Operative Care
 - Ventilator & Tracheotomy Care
- Medical / Surgical Unit Training
 - Medical/Surgical Nursing Skills
 - Oncology Nursing Skills
 - Orthopedic Nursing Skills
 - Patient Assessment & Care
 - Pre and Post Operative Care
- Operating Room and Post-Anesthesia Care Unit (PACU) Training
 - Patient Assessment and Care
 - Peri-operative Nursing Skills
 - Pre and Post Operative Care
 - Trauma Nursing Skills
- Special Care Unit Training
 - Critical Care Nursing Skills
 - Hemodynamic Monitoring
 - Patient Assessment and Care
 - Total Parenteral Nutrition
 - Ventilator & Tracheotomy Care
- Surgical Services Unit Training
 - Patient Assessment & Care
 - Pre and Post Operative Care
 - Surgical Nursing Skills
 - Trauma Nursing Skills
- Telemetry Unit Training
 - Care of the Neurosurgical Patient
 - Care of the Cardiac Patient
 - Dysrhythmia Interpretation
 - EKG & Cardiac Monitoring
 - Intravenous (IV) Therapy
 - Oncology Nursing Skills
 - Pre and Post Operative Care
 - Telemetry Nursing Skills

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.



OUR PATIENTS. OUR UNION. OUR VOICE.

OAKLAND
155 Grand Avenue
Suite 100
Oakland CA 94612
phone: 800-287-5021
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LOS ANGELES
400 North Brand
Suite 400
Glendale CA 91203
phone: 818-240-1900
fax: 818-240-8336

January 10, 2022

Employment Training Panel
1100 J Street,
Sacramento CA 95814

Dear Panel Members,

We understand the CFHS Holdings, Inc. dba Cedars-Sinai Marina Del Rey Hospital is requesting ETP funding. The proposed training plan for the Registered Nurses and New Graduate Nurses has our 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,

Yvonne D. Bonilla

Yvonne Bonilla
California Nurses Association



EXPANSION FUNDS

Retrainee-Job Creation

Training Proposal for:

Chrisp Company

Contract Number: ET22-0226

Panel Meeting of: March 25, 2022

ETP Regional Office: San Francisco Bay Area

Analyst: R. Jackson

PROJECT PROFILE

Contract Attributes:	Expansion Funds (Alt/Gen) Retrainee Priority Rate Job Creation Initiative Veterans HUA	Industry Sector(s):	Construction (C) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	San Bernardino, San Joaquin, Yolo, Fresno, Ventura, Monterey, Alameda	Repeat Contractor:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Laborers' Training and Retraining Trust Fund For Northern California.		
Number of Employees in:	CA: 255	U.S.: 255	Worldwide: 255
<u>Turnover Rate:</u>	12%		
<u>Managers/Supervisors:</u> (% of total trainees)	0%		

FUNDING DETAIL

In-Kind Contribution
\$478,950

Total ETP Funding
\$397,670

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, Manufacturing Skills, Computer Skills, Commercial Skills, OSHA 10/30, PL-Commercial Skills, PL- Manufacturing Skills	175	8-200	0	\$1,150	\$21.57
				Weighted Avg: 50			
2	Job Creation Initiative Retrainee Priority Rate	Business Skills, Manufacturing Skills, Computer Skills, Commercial Skills, OSHA 10/30, PL-Commercial Skills, PL-Manufacturing Skills	98	8-200	0	\$1,840	\$17.64
				Weighted Avg: 80			
3	Veterans Retrainee Priority Rate	Business Skills, Manufacturing Skills, Computer Skills, Commercial Skills, OSHA 10/30, PL-Commercial Skills, PL- Manufacturing Skills	8	8-200	0	\$2,300	\$21.57
				Weighted Avg: 100			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: Job Numbers 1 & 3: \$23.53 per hour for Alameda County & \$21.57 per hour for All Other Counties.
Job Number 2: \$17.64 per hour All Other Counties & \$19.61 per hour for Alameda 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	Actual Wage Range	Estimated # of Trainees
Job Number 1: Retrainee		
Estimating Staff		20
Operations Staff		30

Manufacturing/Fabrication Staff		50
Field Team*		50
Safety Staff		15
Team Leads		10
Job Number 2: Job Creation		
Estimating Staff		14
Operations Staff		14
Manufacturing/Fabrication Staff		22
Field Team*		15
Team Leads		33
Job Number 3: Veterans		
Estimating Staff		2
Operations Staff		1
Manufacturing/Fabrication Staff		2
Field Team*		2
Team Leads		1

***Some Field Team trainees are covered by CBA \$37.67 per hour minimum wage.**

INTRODUCTION

Founded in 1979 and headquartered in Fremont, Chrisp Company (www.chrispco.com) manufactures, fabricates and installs highway-safety equipment including handliners, drill rigs specialty equipment for trucks, bollards, raised-pavement markers, thermoplastic street-marking lines, traffic paint, traffic signs, and highway barriers. The Company installs and repairs all highway-safety markers, signs, and markings as well as creates safety plans for traffic routing during road/highway repair or any type of road/traffic routing. It services all major state/local roads, highways, and airports by offering services such as painting traffic lines, painting lanes, installing or repairing crosswalks, while also designing, manufacturing, and erecting signage barriers and guardrails. ETP training will be delivered at the Company's locations in seven counties including San Bernardino, San Joaquin, Yolo, Fresno, Ventura, Monterey, and Alameda.

This will be Chrisp Company's first ETP Contract. The Company's customers are primarily state/local governments and highway/road departments. ETP-funded training will be conducted at all of its facilities to augment an already established and robust training infrastructure. Due to this being the Company's first ETP Contract, ETP staff rightsized the project during Development.

Veterans Program

In this proposal, Chrisp Company plans to include eight Veterans (Job Number 3). The Company has a preference for veterans and has assembled a marketing campaign that gives preference to and attracts veterans. It partners with Hire a Vet and Troops to Trades, which are local organizations that aid in placing local veterans. In the Sacramento and Central Valley markets, a large military and ex-military demographic exist.

Retrainee - Job Creation

In this proposal, the Company will hire 98 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. 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 business-capacity growth, Chrisp Company meets ETP's Job Creation guidelines by adding newly-hired employees to an existing function. The Company represents this growing manufacturing capacity due to increased demand for its services and products. Recent investments in new equipment to support continued products and services' diversification is presenting the need for hiring and training to upskill employees on the use of new equipment. Chrisp Company is investing \$3,000,000 in new equipment to expand the Company's product lines and services.

Union Support

Field Workers are represented by Laborers' Training and Retraining Trust Fund for Northern California. The union has submitted a letter of support for this training project.

PROJECT DETAILS

Training on new technology such as skip line and limn tech with regard to its manufacturing/fabrication processes (along with training on new thermoplastic-extrusion processing) are needed to help keep the Company competitive. Also, it has added new software and IT hardware solutions that require training.

Chrisp Company reports customer demand generated growth has created a backlog of orders that requires additional investment in production labor (hiring) and training to meet increased current orders and to also adapt to a growing number of retirements now occurring. New employees will need to be trained about work processes, safety, tooling, and certifications to work on road crews.

Training Plan

The following training will be delivered via Class/Lab, E-Learning, and Productive Lab (PL) delivery methods:

Business Skills: This training will be offered to Estimating Staff, Operations Staff, and Team Leads in topics such as Time Management, Problem Solving, and Communications.

Commercial Skills: This training will be offered to Manufacturing Staff, Field Team, and Estimating Staff in topics such as Propane Tank Training, Skip Line, and Limn Technology.

Computer Skills: This training will be offer to Estimating Staff, Operations Staff, Field Team, Manufacturing Staff, and Team Leads in topics such as Smartsheet (Project Management Software), Mini Mac 400 Operation, and CNC Software.

Manufacturing Skills: This training will be offer to Manufacturing Staff in topics such as Brake Operation, Lathe Operation, and CNC Operation.

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.

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.

PL- Commercial Skills and PL- Manufacturing Skills training will be delivered to Field Staff and Manufacturing Staff. Course titles for PL training have been reviewed and approved within the Exhibit B: Menu Curriculum for skills to be gained through experiential hands-on learning that compliments the instructor-led (Class/Lab) training also being delivered. Trainers are experienced tradespersons that are also (subject-matter) expert trainers. PL training will be delivered using a 1:1 trainer-to-trainee ratio. Trainees will only receive up to six hours of PL training.

Commitment to Training

Chrisp Company represents the annual budget for training in California is \$600,000 between all locations. Training regularly provided that is not a part of this funding request includes company orientations, mandated and licensing related training, and training for management and executive staff. 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

Chrisp Company’s VP Operations (dedicated administrator), one H.R. Manager, seven Site Coordinators, and one H.R. Assistant will administer the ETP program. It has also retained a third-party subcontractor to help with ETP’s project administration, systems, and staff. Training will be delivered by in-house trainers who are subject-matter experts and by outside-training vendors as needed.

High Unemployment Area

Some trainees (Job Numbers 1-3) work in a High Unemployment Area (HUA), a region with unemployment exceeding the state average by at least 25%. The Company’s locations in San Joaquin and Monterey counties are in an HUA.

➤ Wage Modification

For these trainees, the Panel may modify the ETP Minimum Wage by up to 25% if post-retention wages exceed the start-of-training wages.

However, the Company is not requesting a wage and/or retention modification.

Impact/Outcome

The proposed training will result in a number of professional certifications such as:

- Traffic Control Technician
- Traffic Control Supervisor
- Truck Mounted Attenuator
- OSHA 10
- OSHA 30

These certifications will increase skills' sets for trainees. Certifications are also anticipated to reduce injuries and to help make employees more desirable candidates for work in the field, while simultaneously improving the competitive-bidding position of Chrisp Company by having ample qualified staff to perform certain roles.

Temporary to Permanent Hiring

The Company will train 20 workers under Panel guidelines for the Temporary-to-Permanent program (Job Number 2). The Company has retained these employees on a temporary basis, with the intention of hiring them into full-time, permanent positions after training. The average time for "converting" temporary workers into full-time permanent employment is three months. It is expected that these workers will receive employer-paid share-of-cost for healthcare premiums while on temporary status, and upon hire into full-time permanent employment.

Under Panel guidelines for the Temporary to Permanent program, these trainees must be eligible to participate in ETP-funded training pursuant to Unemployment Insurance Code Section 10201(c). Trainees cannot be enrolled until after they have been hired by the Company into full-time, permanent employment. Until they are hired, retention and post-retention wage requirements cannot be met, and the Company will not receive progress payments.

Recordkeeping

Due to the COVID-19 pandemic, an Alternative Recordkeeping (ARK) method is being requested.

DEVELOPMENT SERVICES

Chrisp Company retained Synergy Management Consultants, LLC in Grass Valley to assist with the development of this proposal for a flat fee of \$18,500.

ADMINISTRATIVE SERVICES

Synergy Management Consultants, LLC 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

- Time Management
- Problem Solving
- Communications
- Coaching
- Leadership Training
- Team Building
- Conflict Resolution
- Presentation Skills

MANUFACTURING SKILLS

- Skills Training
- Thermoplastic Extrusion
- Job Hazard Analysis Preparation
- Electronic Logging Device Training
- Ladder Safety
- Brake Operation
- Lathe Operation
- CNC Operation
- Drill Press Operation
- Compressor Operation
- Propane Tank Training
- Forklift Operation
- Adhesives
- Metal Forming

COMMERCIAL SKILLS

- Drill Press Safety
- Equipment Training
- Propane Tank Training
- Back Safety
- Lifting Properly
- Forklift Safety
- Product Knowledge
- Nurse Truck Operation
- Boom Operation
- Digging / Trenching Equipment
- Crystalline Silica Dangers
- Tools Operation
- Propane Tank Training
- Skip Line
- Limn Technology

- Traffic Control Flagger
- Traffic Control Technician
- Traffic Control Supervisor
- Truck Mounted Attenuator

COMPUTER SKILLS

- MobilFrame Software
- B2W Estimating Software
- OPA Software
- Smartsheet (Project Management Software)
- Mini Mac 400 Operation
- CNC Software

OSHA 10/30 (OSHA-Certified Instructor) 1:40 Ratio

- OSHA 10 (maximum of 10 hours per trainee)
- OSHA 30 (maximum of 30 hours per trainee)

PL Hours (1:1 Ratio)

0-6

PL- COMMERCIAL SKILLS

- Boom Operation
- Digging/ Trenching Equipment
- Equipment Training
- Nurse Truck Operation
- Traffic Routing
- Road Painting

PL- MANUFACTURING SKILLS

- Brake Operation
- Lathe Operation
- CNC Operation
- Drill Press Operation
- Compressor Operation
- Propane Tank Training
- Forklift Operation
- Adhesives
- Metal Forming
- Thermoplastic Extrusion

Note: Reimbursement for retraining is capped at 200 total-training hours per trainee, regardless of the method of delivery. Safety Training cannot exceed 10% of total-training hours per trainee (This cap does not apply to OSHA 10/30)



Laborers' Training and Retraining Trust Fund for Northern California

1001 Westside Drive, San Ramon, CA 94583-4098 • Telephone: (925) 828-2513

September 24, 2021

Employment Training Panel
1100 J Street
Sacramento, CA 95814

Dear Panel Members,

We understand that Chrisp Company 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:

Occupation: Traffic Striping Applicator (Field Workers)
Number: 125

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,

Leonard Gonzales
Executive Director



Retrainee-Job Creation
Training Proposal for:
Huft Heating and Air Conditioning, Inc.
Contract Number: ET22-0259

Panel Meeting of: March 25, 2022

ETP Regional Office: San Francisco Bay Area

Analyst: R. Jackson

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate SET Job Creation Initiative Veterans	Industry Sector(s):	Construction (C) Services (61,71,72,81,92) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Sacramento, Sutter, Yuba	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: 101	U.S.: 101	Worldwide: 101
<u>Turnover Rate:</u>	14%		
<u>Managers/Supervisors:</u> (% of total trainees)	0%		

FUNDING DETAIL

In-Kind Contribution
\$551,125

Total ETP Funding
\$270,020

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee SET Priority Rate	Business Skills, Computer Skills, Commercial Skills, OSHA 10, PL - Commerical Skills	60	8-200	0	\$1,610	\$29.41
				Weighted Avg: 70			
2	Job Creation Retrainee SET Priority Rate	Business Skills, Computer Skills, Commercial Skills, OSHA 10, PL – Commerical Skills	80	8-200	0	\$2,024	\$18.00
				Weighted Avg: 88			
3	Veterans Retrainee SET Priority Rate	Business Skills, Computer Skills, Commercial Skills, OSHA 10, PL – Commerical Skills	5	8-200	0	\$2,300	\$29.41
				Weighted Avg: 100			

Minimum Wage by County: Job Numbers 1 & 3: Modified (SET) Statewide \$29.41 per hour.
Job Number 2: \$17.64 per hour for Yuba, Sacramento, and Sutter 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 Numbers 1 & 3.

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1: Retrainee		
Technicians		20
Consulting Staff		10
Installers		20
Team Leads		10
Job Number 2: Job Creation		
Technicians		30
Consulting Staff		10
Installers		35
Team Leads		5
Job Number 3: Veterans		
Technicians		2
Consulting Staff		1
Installers		2

INTRODUCTION

Founded in 2004 and headquartered in Elk Grove, Huft Heating and Air Conditioning, Inc. (Huft) (<https://hufthomeservices.com>) is a residential contractor that installs, services, and maintains a wide variety of air conditioning, heating, and indoor air quality products including thermostats, furnaces, heat pumps, duct work, and insulation. Huft serves residential customers in cities across Northern California. ETP training will be delivered at Huft's four locations in Elk Grove, Yuba City, Sacramento, and Marysville.

This will be Huft's first ETP Contract. ETP-funded training in this proposal will enable the Company to provide skills-upgrade training for incumbent and newly hired staff to stay current with new technologies and systems used in the residential HVAC construction industry. Demand for heating, ventilation, and air conditioning (HVAC) services is projected to increase in the next five years due in part to the growing popularity of energy-efficient systems for home installation as the industry moves away from fossil fuel based systems or products.

Veterans Program

In this proposal, Huft is planning to train five Veterans (Job Number 3) as a part of the proposed training plan. Huft partners with Hire a Veteran and Troops to Trades, organizations that aid in placing local veterans.

Retrainee - Job Creation

In this proposal, Huft plans to hire 80 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. 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 business-capacity growth, Huft reports it is expanding into a new facility in Marysville with expansions also occurring in Yuba City within its existing facility. The Company confirms it has ample space in its existing facilities to hire these new employees. Furthermore, Huft represents that the recent COVID-19 pandemic highlighted air-quality concerns that is also fueling the most recent business growth in HVAC markets.

PROJECT DETAILS

New products hitting HVAC markets and a consumer demand for meeting recent compliance related deadlines (Title 20 and 24 California Code of Regulation requirements) for home owners are prompting the need for training at Huft. For example, A2L refrigerant that is much less flammable and regarded to be helpful in fire mitigation which Huft's staff need training on as homeowners work to meet new efficiency and safety standards.

Training Plan

Training will be delivered via Class/Lab, E-Learning, or Productive Lab (PL) in the following:

Business Skills: Training will be offered to Team Leads and Consulting Staff on topics such as Principles of Highly Successful Leaders, Developing SMART Annual Goals, and External Environment Analysis.

Commercial Skills: Training will be offered to Technicians and Installers on topics such as Connected Home Technology, Heat Pump Systems, and System Sizing.

Computer Skills: Training will be offered to all occupations on topics such as Service Titan Skills (The Huft Tech System, proprietary HVAC management software), Microsoft Office and Google Suites (Intermediate), and Tablets in the Field.

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 for journey-level workers. The coursework is geared to construction work, and also manufacturing. Completion of the training results in a certificate that expands employment opportunities. The coursework must be approved by Cal-OSHA, and the instructors must be certified by Cal-OSHA.

Productive Laboratory (PL – Commercial 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.

ETP staff has reviewed and approved the PL- Commercial Skills titles listed in the Exhibit B: Menu Curriculum recognizing these skills are suitable to be gained through experiential hands-on learning that compliments the instructor led training also delivered. PL trainers are experienced tradespersons that are also expert trainers, and PL training will be delivered using a 1:1 trainer-to-trainee ratio. Upon approval, this PL training will be offered to Technicians and Installers with a maximum of 60 hours of PL- Commercial Skills being allowable to be delivered per trainee.

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 \$39.21 to \$29.41). The Company requests this modification.

High Unemployment Area

Some trainees (Job Number 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 Yuba City (Sutter County) are in an HUA.

➤ **Wage Modification**

For these trainees, the Panel may modify the ETP Minimum Wage by up to 25% if post-retention wages exceed the start-of-training wages.

However, the Company is not requesting a wage and/or retention modification.

Impact/Outcome

ETP-funded training will result in trainees earning the following state certifications: Natural Gas Appliance Testing, Blower Door/Weatherization, Air Duct Testing, and Home Energy Auditing.

These individual certifications are 100 hours in length each for Technicians and Installers, which increase skill sets, reduce injuries, and help to make employees more desirable candidates for work in the field while simultaneously improving the competitive position of Huft by having ample and qualified staff to perform certain roles where such certifications are mandatory or otherwise desired (internally and externally).

Commitment to Training

Huft represents that its annual budget for training in California is \$350,000 between its four facilities. 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

Huft's HR Manager (dedicated administrator), Assistant HR Manager, and eight HR Coordinators (two per site) will oversee this project. Six in-house trainers (Managers) will deliver training, while outside-training vendors will be retained as needed. The Company has also hired a third-party administrator- Synergy Management Consultants, LLC to support its ETP administration efforts. The HR Manager will work with Synergy Management Consultants, LLC to coordinate the enrollment of trainees, tracking training hours in ETP's systems, reporting project status, verifying training and retention completion, and ensuring compliance with all ETP requirements/regulations.

DEVELOPMENT SERVICES

Huft retained Synergy Management Consultants, LLC in Grass Valley to assist with development of this proposal for a flat fee of \$16,250.

ADMINISTRATIVE SERVICES

Synergy Management Consultants, LLC will also perform administrative services in connection with this proposal for a fee not to exceed 13% of payment earned.

TRAINING VENDORS

Sempre in Los Angeles has been retained to provide heat-pumps training for an estimated fee of \$28,000.

Clear Results IHACI in Glendale has been retained to provide equipment training for an estimated fee of \$25,000

Energy in Sacramento has been retained to provide HERS rating training for an estimated fee of \$4,000. Other trainers may be identified, if retained.

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

8-200

Trainees may receive any of the following:

BUSINESS SKILLS

- Principles of Highly Successful Leaders
- Developing SMART Annual Goals
- External Environment Analysis
- Planning and Execution
- Effective Customer Service
- Team Building
- Building Strong Relationships
- Innovation Tools and Processes
- Persuasion Strategies
- Communication Skills
- Negotiation Skills
- Conflict Resolution
- Customer Needs Assessment
- Presentation Skills
- Active Listening Skills
- Understanding and Managing Expectations
- Skills Builder Applications

COMPUTER SKILLS

- Service Titan Skills (The Huft Tech System, proprietary HVAC management software)
- Microsoft Office and Google Suites (Intermediate)
- Tablets in the Field
- Zoom and Microsoft Teams
- Tablet Applications for Field Sales and Technician Scheduling and Installation
- Trenchless Video X-Ray
- Water Leak Video Inspection Tools

COMMERCIAL SKILLS

- Connected Home Technology
- Heat Pump Systems
- System Sizing
- Fundamentals of Air Conditioning Systems
- Advanced A/C systems
- Advanced Diagnosis
- Metering Devices
- Nest System Controls / Smart System
- Advanced Wiring and Schematics
- Nest Thermostats
- Maintenance Tune Up Procedures
- Field Tools / Gauges

- Air Quality Diagnostics
- Inverter Technology
- Ventilation Systems Certifications- Blower Door / Weatherization
- Certification-Duct Testing
- Certification-Air Filtration
- Certification-NGAT (Natural Gas Application Testing)
- Certification- Home Energy Auditing
- Identifying Waste Products
- Waste Products Remediation Analytics
- Waste Remediation Planning
- Waste Removal Solutions
- Trenchless Systems and Tooling
- Wi-Fi Smart Water Meter
- Driver Safety
- Lifting Safety
- Ladder Safety
- Work-Site Safety
- Equipment Safety
- Attic Insulation Safety
- Electrical Hazards Safety

OSHA 10 (OSHA-Certified Trainer) 1:40 Ratio

- OSHA 10 (maximum of 10 hours per trainee)

PL Hours (1:1 Ratio)

0-60

PL- COMMERCIAL SKILLS

- Thermal Dynamics
- Switches and Electrical Components
- Heat Pump Systems
- Air Conditioning Systems
- Metering Devices
- System Controls/STS
- Motors
- Whole Home Fans
- Inverter type Systems
- Digital Tools
- Wiring
- Thermostats
- Tune up Procedures
- Air Quality diagnostics and Methodologies
- Ventilation systems
- Barriers Methodologies
- Diagnostics

- HVAC Maintenance Service
- Drawings/Plans
- Plastic Pipes and Fittings
- Copper Pipe and Fittings
- Cast Iron Pipe and Fittings
- Fixtures and Faucets
- Disposals
- Drains- Roof, Floor and Area
- Valves
- Water Heaters
- On Demand Hot Water Systems
- Pipes and Supply Lines
- Gas and Fuel Systems
- Back Flow Systems
- Sewage and Pump Systems

Note: Reimbursement for retraining is capped at 200 total-training hours per trainee, regardless of the method of delivery. Safety Training is capped at 10% total-training hours per trainee, except for OSHA 10.



Retrainee-Job Creation
Training Proposal for:
Mariani Packing Co., Inc.
Contract Number: ET22-0282

Panel Meeting of: March 25, 2022

ETP Regional Office: Sacramento

Analyst: J. Fetsch

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate Job Creation Initiative	Industry Sector(s):	Manufacturing (E) Agriculture (11) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Solano, Yuba	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: 274	U.S.: 399	Worldwide: 399
<u>Turnover Rate:</u>	4%		
<u>Managers/Supervisors:</u> (% of total trainees)	6%		

FUNDING DETAIL

In-Kind Contribution
\$400,000

Total ETP Funding
\$319,700

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, Mfg. Skills, Literacy Skills	260	8-200	0	\$920	\$21.57
				Weighted Avg: 40			
2	Retrainee Job Creation initiative Priority Rate	Business Skills, Computer Skills, Mfg. Skills, Literacy Skills	70	8-200	0	\$1,150	\$18.00
				Weighted Avg: 50			

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

Minimum Wage by County: Job Number 1: \$21.57 per hour in Solano and Yuba Counties
 Job Number 2 (Job Creation): \$17.64 per hour in Solano and Yuba 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 1.

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1		
Production		100
		20
		20
Logistics		8
		2
Maintenance		11
		4
Leads		10
		5
Accounting		10
		5
IT Staff		4
		1
Administration		38
		22

Job Number 2		
Production		24
		6
Logistics		3
		1
Maintenance		6
Leads		2
		2
Accounting		3
		1
IT Staff		2
Administration		17
		3

INTRODUCTION

Founded in 1906 and headquartered in Vacaville, Mariani Packing Co., Inc. (Mariani) (<http://www.mariani.com>) is a fourth generation, family-owned grower, packer and shipper of dried fruit, including apricots, apples, cherries and mangos. Its customer base includes large and small retailers such as Costco, Wal-Mart, CVS, Whole Foods and cereal manufactures such as, Kellogg's and Post. In addition, the Company has expanded to online retail through Amazon and international bulk markets. The Company has two California facilities located in Marysville and Vacaville, both locations will participate in training.

Veterans Program

Although there is no Veteran Job Number, the Company does encourage Veterans to apply for all positions and highly desires the backgrounds these individuals possess due to their military training.

PROJECT DETAILS

This will be Mariani's sixth ETP Contract, and the third in the last five years. Previous training focused on implementing a new ERP software system companywide. In this project, training will focus on internal leadership development, new processes, and new equipment. Mariani wants to retain its talent and create succession plans with strong internal candidates. The Company has introduced a coaching and mentoring program where less experienced individuals work with more experienced individuals in their similar field and learn about the employee's career goals, encourage the trainee to seek out training opportunities outside the core training, and create a succession plan for the employee's upward mobility.

In addition, Mariani recently launched several new product lines including fruit and nut salad toppers; as well as all natural, sugar free and organic fruit products. Staff will require training on new drying, processing, packaging, marketing and sales techniques for these new products.

In an effort to source its own crops, Mariani is purchasing additional land and new equipment which include drying equipment upgrades, palletizers, grading equipment and packers. This will allow Mariani better control over the quality, timing and cost of the product. In order for this plan

to be successful the Company must train employees on the growing, harvesting, drying, packing experiences.

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.

Mariani plans to increase workforce in order to successfully source 25% of core commodities internally, this plan will require more production, cold storage, and freezer along with staffing. The company will hire 70 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.

Training Plan

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

Business Skills: Training will be provided to all occupations in business efficiency. Training topics include Problem Solving, Product Management, Critical Thinking, Business Writing, Communication Skills and Customer Service.

Computer Skills: Training will be offered to all occupations to improve internal processes and increase employee's proficiency in the use of various business software solutions. Training topics include S2K (ERP) System, Microsoft Office (Intermediate/Advanced), Mobile Technology, BizLibrary and ADP software.

Manufacturing Skills: Training will be offered to Production, Maintenance and Leads. Training will focus on equipment processes aimed to produce higher yields of quality product. Training topics include Laser Sorters, Packaging Line Equipment Operation, and Palletizer.

Literacy Skills: Training will be offered to Production and Maintenance and focus on speaking, reading and writing English to improve communication skills.

Commitment to Training

Mariani has an annual training budget of approximately \$175,000 per facility. Training includes state-mandated safety training, equipment maintenance and installation, food safety and security, and sales training. ETP funds will not displace the existing financial commitment to training. At completion of the ETP training, Mariani 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 Resource department, with assistance from Safety and Finance, will oversee all administrative responsibilities, including enrollment, recording, tracking, scheduling training, securing ETP rosters, verify training and retention completion and ensure compliance with all ETP requirements. A third party administrator will assist with ETP project administration.

Record Keeping

Mariani requests, and staff approves, the Company's use of alternative recordkeeping.

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	Potential Earnings (Based on Tracked Hours) (\$ %)
ET20-0252	\$123,050	2/1/20-2/2/22	175	0	0	\$117,502 (95%)

Based on ETP Systems, 4,949 reimbursable hours have been tracked for potential earnings of \$117,502 (95% of approved amount). The Contractor projects final earnings of 100%.

PRIOR PROJECTS

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

Agreement No.	Location (City)	Term	Approved Amount	Payment Earned (\$ %)
ET17-0453	Vacaville, Marysville	4/1/17 – 3/31/19	\$203,128	\$120,843 (60%)

*ET17-0453: Mariani struggled meeting ETP recordkeeping requirements. This recordkeeping challenge of tracking all training hours delivered resulted in lower performance numbers. As a result, many trainees did not meet the minimum hours to qualify for reimbursement. The Company decided to hire a subcontractor near the end of the contract to assist with the administrative task, which resulted in an immediate improvement on performance. Mariani decided to retain the same experienced ETP subcontractor for this proposal.

DEVELOPMENT SERVICE

Propel Consulting Group in El Dorado Hills assisted with development of this proposal for a flat 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**

8-200

Trainees may receive any of the following:

BUSINESS SKILLS

- Business Writing
- Coaching
- Communication Skills
- Critical Thinking
- Customer Service
- Digital Security Awareness
- Finance & Accounting Principles
- Goal Setting
- Job Performance
- Leadership
- Management
- Organizational Changes
- Presentation Skills
- Problem Solving
- Project Management
- Sales
- Time Management
- Workplace Respect

COMPUTER SKILLS

- ADP
- BizLibrary
- Manufacturing Resource Planning
- Mobile Technology
- MS Office (Intermediate & Advanced)
- Networking
- S2K System

LITERACY SKILLS

- Literacy Skills

MANUFACTURING SKILLS

- Facility Processes & Procedures
- Facility Safety
- Food Safety
- Forklift Training
- General Manufacturing Practices
- Kaizen
- Laser Sorters
- Lean
- Packaging Equipment
- Packaging Line Equipment Operation

- Palletizer
- Pest Control
- PLC Machine
- Sanitation Training
- Six Sigma
- X-Ray

Safety Training cannot exceed 10% of total training hours per-trainee.
Literacy Training cannot exceed 45% 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:
Nor-Cal Beverage Co., Inc.
Contract Number: ET22-0296

Panel Meeting of: March 25, 2022

ETP Regional Office: Sacramento

Analyst: A. Reyes

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate Job Creation Initiative	Industry Sector(s):	Manufacturing (E) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Orange, Yolo	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Nor-Cal Beverage Co., Inc. Employee Union		
Number of Employees in:	CA: 795	U.S.:795	Worldwide: 795
<u>Turnover Rate:</u>	16%		
<u>Managers/Supervisors:</u> (% of total trainees)	9%		

FUNDING DETAIL

In-Kind Contribution
\$351,225

Total ETP Funding
\$241,500

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 Skills, Manufacturing Skills, Hazardous Materials Skills, Management Skills, PL-Manufacturing Skills	750	8-200	0-14	\$276	\$21.57
				Weighted Avg: 12			
2	Retrainee Priority Rate Job Creation	Business Skills, Computer Skills, Continuous Improvement Skills, Manufacturing Skills, Hazardous Materials Skills, Management Skills, PL-Manufacturing Skills	100	8-200	0-14	\$345	\$19.07
				Weighted Avg: 15			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: Job Number 1 (Retrainee): \$21.57 per hour for Orange and Yolo Counties; **Job Number 2 (Job Creation):** \$17.64 per hour for Yolo County, and \$17.81 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 \$2.50 per hour may be used to meet the Post-Retention Wage for Job Number 1.

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1 (Retrainee)		
Admin & Support		7
		5
		43
Blender		2
		25
		13

Dispatcher		1
		6
Filler Operator		4
		23
		5
Gatekeeper		2
Installation & Service Tech		3
		12
		3
Janitor		2
		2
Journeyman Operator		52
Lead Operator		10
Lift Truck Operator		35
		33
		7
Machine Operator		9
		30
		7
Material Lead		2
		1
		15
Mechanic		3
		3
		34
Microbiologist		5
Pallet Yard Tech		2
		5
Parts Room Clerk		2
		4
		3
Process Tech		2
		4
Production Lead		9
		16
Production Relief		2
		30

Quality Assurance Tech		31
		35
Repack Tech		24
		2
		2
Sanitation Associate		2
		5
		3
Sanitation Tech		2
		3
		1
Shuttle Driver		9
		18
Storeroom Clerk		1
		2
		2
Supervisors & Managers		91
Utility Tech		2
Warehouse - Lift Truck Operator		15
		14
		3
Job Number 2 (Job Creation)		
Blender		4
		5
Filler Operator		4
		4
Lift Truck Operator		14
		8
Machine Operator		12
		10
Mechanic		2
		3
Microbiologist		3
Production Lead		3
		2
Quality Assurance Tech		4
		4

Sanitation Tech		4
Shuttle Driver		4
		4
Supervisors & Managers		6

INTRODUCTION

Founded in 1937 and headquartered in West Sacramento, Nor-Cal Beverage Co., Inc. (Nor-Cal Beverage) (www.ncbev.com) is a large co-packer and manufacturer of teas, chilled juices, waters, and energy drinks. Customers include Coca-Cola, Hansen's, Monster Energy Company, Minute Maid, Honest Tea, Body Armor and Arizona Beverages. The Company also provides equipment solutions including sales, installation, service and maintenance of food and beverage systems to customers ranging from convenience stores to restaurants. Nor-Cal Beverage has six different production, distribution and service facilities in Yolo and Orange counties. All six locations will participate in training under this proposal. This is Nor-Cal Beverage's sixth ETP Contract, and third in the past five years

Veterans Program

The Company does recruit and hire Veterans, but decided not to add a Veteran Job Number.

Union Support

Blender, Filler Operator, Lift Truck Operators, Machine Operator, Mechanic, Process Technicians, Parts Room Clerk, Lead Operators, Journeyman Operator, Quality Assurance Technician, Repack Technician, Utility Technician, Shuttle Driver, and Installation & Service Technicians are represented by Nor-Cal Beverage Company Employee's Union. The union has submitted a letter of support for this training project.

PROJECT DETAILS

Nor-Cal Beverage's previous contract focused on a new ERP software, the addition of new filling equipment, and training on Food Safety System Certification standards. For this Contract, the Company will focus on training staff on a new production line and new equipment. There will be no duplication of training for trainees who participated in the prior contract.

Nor-Cal Beverage recently invested \$31M on the installation of new Batch Tanks, Blend Tanks, Equalization Tanks, and HEPA Enclosed Filler Machines. This new equipment requires the Company to train workers on how to safely and correctly operate the machinery. Nor-Cal Beverage is also experiencing an increase in orders due to an increase in customer demand. To meet customer demands, the company is transitioning their West Sacramento facility into a 24/7 operation. In addition, Nor-Cal Beverage is installing an additional PET Line in their manufacturing plant in Anaheim which will require technological and process improvement skills training.

Retrainee - Job Creation

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

To meet customer demands, Nor-Cal Beverage is in the process of installing a new production line in their Anaheim Facility. With the addition of a new production line, the Company will hire 100 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.

Training Plan

Training will be delivered via Class/Lab, Computer Based Training, and Productive Lab in the following:

Business Skills: Training will be provided to all occupations except Janitor, Lift Truck Operator, Machine Operator, Microbiologist, Sanitation Associate, Sanitation Tech, and Warehouse - Lift Truck Operator. Training will promote administrative efficiency and provide staff with the knowledge and skills to run the business effectively. Training topics include Communication and Interpersonal Skills, Customer Service, Leadership Development, and Shipping and Receiving.

Computer Skills: Training will be provided to all occupations to improve internal processes and increase employee's proficiency in various business software solutions. Training topics include Accounting Administration, Kronos/UKG, and Reporting.

Continuous Improvement: Training will be delivered to all occupations to ensure that Nor-Cal Beverage remains competitive in its industry. These skills will enable employees to improve quality, productivity, and food safety. Training includes Business Goals & Objective, Injury & Illness Prevention Program, and EOSH Performance Measurement (Environmental and Occupational Safety and Health).

Hazardous Materials: Training will be provided to all occupations. Staff will receive the skills necessary to ensure a safe work environment while working with dangerous materials. Training topics include Hazard Communication, Hazardous Energy Control, and Management Hazardous Materials.

Management Skills: Training will be delivered to Supervisors & Managers. Training will focus on enhancing skills to create a productive work atmosphere to motivate, positively lead, and coach staff. Training topics include Conflict Resolution, Goal Setting, Leadership and Team Building, and Effective Meetings for Leaders.

Manufacturing Skills: Training will be provided to all staff except; Admin and Support, Dispatcher, Gatekeeper, Janitor, Microbiologist, Sanitation Associate, and Sanitation Tech. Trainees will gain the skills and knowledge to operate and maintain new and old production equipment to ensure product quality. Training topics include Allergens Procedure, Filler Procedures, Material and Product Integrity, and Process Integrity.

Productive Laboratory (PL)

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.

Training will be delivered to Blender, Dispatcher, Filler Operator, Lift Truck Operator, Machine Operator, Mechanic, Microbiologist, Process Tech, Production Relief, Quality Assurance Tech, Repack Tech, and Sanitation Tech. The trainer will demonstrate step-by-step instructions and then observe trainees perform these tasks. Training will be provided on Batch Tank, Blend Tank, Equalization Tank, Rinser Machine, Capper Machines, Sleeve Machines, HEPA Enclose Filler Machine, Heat Exchanger and Hold Tube, Case Packer, Case Palletizer, Pallet Stretch Wrapper, Full Pallet Conveyer, Forklift, and Scissor Lift.

Training will provide staff with the tools they need to complete their job duties. Production will be impacted because an experienced staff member will be used to train and observe trainees. Since machine operation is a hands-on task and the Company believes that it is not something that can be accomplished primarily through reading materials. Nor-Cal Beverage is requesting a 1:1 trainer-to-trainee ratio and is requesting up to 8 hours of PL per trainee.

Computer-Based Training (CBT)

CBT will be provided to supplement class/lab which is a more convenient means of delivering basic training. Training will be provided to Mechanic, and Supervisors/Managers. Trainees will receive between 0-14 hours of CBT.

Other Resources

Nor-Cal Beverage has received federal hiring tax credits over the past few years. In the past year they have received, \$8,299 in Work Opportunity Credits and New Employment Tax Credits. The Company does not anticipate receiving these during the current fiscal year.

Temporary to Permanent Hiring

The Company will train 50 workers under Panel guidelines for the Temporary-to-Permanent program (Job Number 2). The Company has retained these employees on a temporary basis, with the intention of hiring them into full-time, permanent positions after training. The average time for “converting” temporary workers into full-time permanent employment is three months. It is expected that these workers will receive employer-paid share-of-cost for healthcare premiums while on temporary status, and upon hire into full-time permanent employment.

Under Panel guidelines for the Temporary to Permanent program, these trainees must be eligible to participate in ETP-funded training pursuant to Unemployment Insurance Code Section 10201(c). Trainees cannot be enrolled until after they have been hired by the Company into full-time, permanent employment. Until they are hired, retention and post-retention wage cannot be met, and the Company will not receive progress payments.

Commitment to Training

Nor-Cal Beverage has an annual training budget of \$165,000 per facility. The training budget includes state-mandated safety training, equipment maintenance and installation, food safety and security, and sales training.

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

➤ Training Infrastructure

Training will be provided by qualified in-house trainers. The Vice President of Human Resources will oversee all aspects of training. Additionally, the Human Resource Manager and Human Resource Administrator have the primary responsibility of enrolling trainees and tracking training hours. These are the same individuals who oversaw the administration of its prior agreements. Each location will also have a designated person to collect rosters and coordinate training. Nor-Cal Beverage already has a process in place to ensure all administrative duties are handled properly and all managers and trainers are aware of their responsibilities.

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 \$ %
ET18-0171	West Sacramento, Anaheim, Fullerton	3/5/2018 - 3/4/2020	\$150,270	\$114,618 (76%)
ET15-0471	West Sacramento, Anaheim, Fullerton	6/30/2015 - 6/29/2017	\$135,900	\$114,776 (85%)

DEVELOPMENT SERVICES

N/A

ADMINISTRATIVE SERVICES

N/A

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
- Billing
- Communication and Interpersonal Skills
- Customer Service
- Inventory
- Leadership Development
- Shipping & Receiving

Computer Skills

- Accounting Administration
- Accounts Receivable/Accounts Payable
- Contract Relationship Management (CRM)
- ERP System
- Kronos/UKG
- Maintenance Connection
- Material Resource Planning (MRP)
- Physical Inventory
- Production Planning
- Purchasing
- Quality Control
- Reporting
- Shipping & Receiving
- Systems - ADA System, AVAIL, AS400
- VIP and Scale – Inventory Systems

Continuous Improvement Skills

- Business Goals & Objective
- Chemical Hygiene for Laboratories
- Contractor & Visitor Management
- Elevating Work Platforms & Aerial Devices
- Emergency Action Plan
- Emergency Preparedness & Response Plan
- Emergency Response Plan
- EOSH Performance Measurement
- Fire Protection/Fire Control
- Fleet Management
- Handling Customer & Consumer Complaints
- Industrial/Lift Trucks (Forklifts) & Tractors
- Injury & Illness Prevention Program
- Internal Audit
- Machinery & Equipment
- Supervisory Safety Training

- Allergens Procedure
- Blood Borne Pathogens
- Boiler Procedures
- Calibration
- Case Packer Operation
- Cleaning Process
- Compactor Safety Training
- Compressed Gas Management
- Computerized Machine Operation
- Confined Space
- Control of Non-Conforming Products
- Document Control
- Electrical Safety
- Emergency Preparedness & Response Plan
- Emergency Procedures
- Energy Efficiency & Best Practices
- Fall Protection
- Filler Procedures
- Food Safety & Quality Card
- Food Safety & Quality Policy
- Food Safety Card
- Food Safety Requirements
- Food Security
- Forklift Safety/Lift Truck
- FSSC 22000:2005 Implementation Training
- General HACCP Awareness Training
- Glass Breakage Procedure
- GMP Program
- Good Manufacturing Practices
- Hand Tool Safety
- Hearing Conservation
- Heat Stress
- Inventory Control
- Local Exhaust Ventilation
- Lock Out-Tag Out (LOTO)/Machine Safety Guarding
- Maintenance
- Material and Product Integrity
- Material Handling Equipment
- Microbiological Monitoring Program
- Ozone Protection
- Palletizer Operation
- Personal Protective Equipment (PPE)
- Process Flow Maps and Control Points
- Process Flow Maps and Control Points – Aseptic
- Process Flow Maps and Control Points - Cold Fill Cans
- Process Flow Maps and Control Points - Hot Fill Bottles
- Process Flow Maps and Control Points - Hot Fill Cans
- Process Integrity

- QMS ISO 9001:2008 Implementation Training Blending Procedures
- Respiratory Protection
- Slips, Trips and Falls/Ladder Safety
- Spill Prevention & Control
- Storm Water Protection
- Traffic Route
- Waste Management
- Waste Water Management
- Water Resource Sustainability

Hazardous Materials Skills

- Hazard Communication
- Hazardous Energy Control
- Management Hazardous Materials

Management Skills (Managers/Supervisors Only)

- Attendance Management
- Coaching Your Team Members
- Conflict Resolution
- Effective Communication Skills
- Effective Meetings for Leaders
- Finance and Financials for Non-Finance Managers
- Goal Setting
- Incident Investigation
- Interpreting/Understanding Nor-Cal Beverage Collective Bargaining Agreement
- Interviewing Skills
- Leadership and Team Building
- Management Responsibilities
- Skills For New Supervisors And Managers
- Time Management

PL Hours (1:1)

0-8

Manufacturing Skills

- Batch Tank
- Blend Tank
- Calibration
- Capper Machine
- Case Packer
- Case Palletizer
- Control of Non-Conforming Products
- Equalization Tank
- Forklift
- Full Pallet Conveyer
- Heat Exchanger and Hold Tube
- HEPA Enclose Filler Machine

- Pallet Stretch Wrapper
- Rinser Machine
- Scissor Lift
- Sleeve Machine

CBT Hours

0-14

Manufacturing Skills

- Machine Shop Practices – 1 Hour
- Machine Tool Series – 1 Hour
- Material Handling Systems – 1 Hour
- Mechanical Maintenance Applications – 1 Hour
- Packaging Machinery Maintenance – 1 Hour
- Power Plant Operations – 1 Hour
- Process Control Instrumentation – 1 Hour
- Process Control Systems – 1 Hour
- Programmable Logic Controllers – 1 Hour
- Rigging and Installation – 1 Hour
- Robotics – 1 Hour
- Water/Wastewater Treatment – 1 Hour
- Welding – 1 Hour
- Maintenance Management – 1 Hour

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



2286 Stone Blvd.
West Sacramento, CA 95691

January 18, 2022

Employment Training Panel
1100 J Street
Sacramento, CA 95814

Dear Panel Members,

We understand the Nor-Cal Beverage Co., 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:

Blender	30
Filler Operator	17
Lift Truck Operators	75
Machine Operator	74
Mechanic	33
Process Technicians	16
Parts Room Clerk	3
Lead Operators	10
Journeyman Operator	52
Quality Assurance Technician	15
Repack Technician	28
Utility Technician	2
Shuttle Driver	18
Installation & Service Technicians	18

The Nor-Cal Beverage Co., Inc. Employee Union has received a Notice of Intent to train Collective Bargaining agreement represented workers. In accordance with ETP regulation 4404, the Notice of Intent contained the information regarding the proposed training, the impacted employee population, the labor organization opportunity to participate in the agreement's development, and the effective date of the application.

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

specifics of the training plan approved by the Panel are between the Contractor and the Union as a condition of continued support.

Sincerely,

A handwritten signature in blue ink that reads "Greg Ball". The signature is written in a cursive style with a large initial "G" and "B".

Greg Ball, President
Nor-Cal Beverage Co., Inc. Employee Union



**Training Proposal for:
Studio Arts, Ltd.**

Contract Number: ET22-0295

Panel Meeting of: March 25, 2022

ETP Regional Office: North Hollywood

Analyst: L. Vuong

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:	Statewide	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Motion Picture Editors Guild IATSE Local 700 , The Animation Guild IATSE Local 839 and Script Supervisors/Continuity, Coordinators, Accounts & Allied Production Specialists Guild IATSE Local 871		
Turnover Rate:	≤20%		
Managers/Supervisors: (% of total trainees)	≤20%		

FUNDING DETAIL

Program Costs	+	Support Costs	=	Total ETP Funding
\$552,000		\$38,400 8%		\$590,400

In-Kind Contribution:	50% of Total ETP Funding Required	\$1,544,904
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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	600	8-200	0	\$984	\$21.57
				Weighted Avg: 40			

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

Minimum Wage by County: \$23.53 per hour for Alameda, Marin, San Mateo, Santa Clara and San Francisco counties; \$23.30 per hour for Contra Costa County; \$21.73 per hour for Los Angeles County; and \$21.57 per hour for all other Counties.

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

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

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

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Motion Pictures Professionals and Technicians Level 1		200
Motion Pictures Professionals and Technicians Level 2		400

INTRODUCTION

Founded in 2001 and located in Los Angeles, Studio Arts, Ltd. (Studio Arts) (www.studioarts.com) is a private company that provides high-tech, software and hardware workforce training for the motion picture, television and post-production industries. The school provides training in motion picture and television production, visual effects, game, production design, mobile entertainment, educational entertainment and online gaming, as well as set design and prop-making for theatrical, theme parks, and model-making companies throughout California. Studio Arts is eligible to contract with ETP as a Repeat Training Agency under Title 22, California Code of Regulations (CCR), Section 4426 and 4445(c). This will be Studio Arts’ fifth ETP proposal; the fifth in the last five years.

At the August 2021 Panel Meeting, the ETP Panel denied Studio Arts’ proposal due to administrative, recordkeeping and performance issues related to the prior contract ET20-0233 and ETP Audit findings (ET13-0359 & ET16-0151). The Panel asked Studio Arts to work with ETP staff to resolve its administrative issues, as well as provide more detailed curriculum before returning to the Panel for funding. An update has been provided for Panel review below under the Prior Projects section.

Veterans Program

Although there is no Veterans training component in this proposal, participating employers actively hire Veterans, and Veterans are included in the trainee population.

Union Support

Included in the core group of employers are trainees represented by three collective bargaining units. ETP has received letters of support from all collective bargaining units (See Page 1).

PROJECT DETAILS

As a result of Pandemic effects on the production industries, Studio Arts is experiencing an increase in employer demand for training. In addition, the industry is extremely competitive, with increasing local and new out-of-state competitors. To remain competitive, participating employers must update employee skills to keep up with new technology and establish new ways to operate businesses. ETP-funded training will provide participating employers the opportunity to sustain their competitiveness, provide workers with the necessary technical skills required to integrate new services and products, create new job opportunities, remain current with rapidly changing technology, and adapt to the new business environment resulting from the COVID-19 pandemic. Training will equip workers with the most marketable skills available in a highly competitive and technically sophisticated industry. Studio Arts focuses on providing opportunities to companies that do not have the resources available to provide needed training to their employees and helping them bring innovative processes and new technology to the workforce.

In addition, the entertainment industry is also facing ongoing new technology challenges and a critical shift in business. More companies are becoming web-based, using the internet and associated mobile media delivery systems to provide consumer content. As such, most productions now have shorter production times and are often developed, shot and assembled at multiple locations including production by artists remotely. Many companies are also shifting to providing content thru Virtual Production and Virtual Reality, which involves creating virtual scenes versus physical sets, backgrounds and environments. Virtual Production and Virtual Reality requires the use of games or environmental “engines” such as Unreal Engine and Unity to perform and manage these tasks. Artists and technicians throughout the industry are currently using these engines and other virtual production software to do their jobs, from pre-visualization to actual production to post-production. These new technologies are becoming an increasingly important source of entertainment, bringing new standards and complexities to productions.

Training Plan/Employer Demand

The curriculum has been designed to meet industry and employer-specific needs for production companies, guilds, and unions of the motion picture, television, and post-production industries. Studio Arts holds trade advisory meetings attended by visiting company representatives and industry experts who help develop curriculum to address immediate, short- and long-term needs. Email surveys, interviews, and consultations are held with production management and potential trainees to determine course content. Studio Arts routinely employs assessment forms completed by students at the end of every class, and maintains close relationships with employers, unions, and trade organizations to ensure that training is relevant and effective.

The core group of participating employers consist of 14 large and 12 small production businesses, consistent with the Panel’s priorities. This core group of employers represents at least 80% 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. Some core employers

may have participated in at least one of Studio Art's previous Contracts, and several topics from the proposed Curriculum are similar from prior ETP Contracts. However, course content has been updated and no trainees that participated in prior ETP projects will receive duplicative training in this proposed Contract. Studio Arts anticipates 75% of training will be conducted at its facilities in Los Angeles, and the remainder 25% will be at participating employer locations.

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. Training will focus on the latest in techniques, software applications and production workflow trends. Trainees will learn various aspects of animation, computer graphics, digital television, feature film production, visual effects and post-production focusing specifically on digital art and technology as it relates to character design and animation, set design and construction, motion capture, green/blue screen technology, digital storyboarding, lighting, graphics, and special effects.

E-Learning/Alternate Recordkeeping

Studio Arts requests to use an approved E-Learning/Videoconferencing and alternate recordkeeping procedures such as videoconferencing/Zoom calls. Studio Arts has implemented and modified their training plan/method to ensure continuity of training while keeping staff safe, as well as observing possible local and statewide social distancing and shelter-in-place orders.

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.

Commitment to Training

Core participating employers have stated that they occasionally provide employer orientation and some basic training on their own, but lack the necessary operational overhead, space, equipment, software, and expert instructors to effectively train their workers.

Employers have shown their ongoing commitment to training by contributing staff time to organize training, providing on-the-job reinforcement, providing technical upgrades, and allowing some trainees to take classes during work time. Studio Arts continually endeavors to have employers increase their own financial commitment to continued training efforts.

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 will oversee the project with two staff members (General Manager and E-Learning Specialist) to coordinate administration and ensure compliance with all ETP requirements. In addition, Studio Arts has procured the services of a third party administrator.

Marketing and Support Costs

Studio Arts markets its training to employers via informational meetings and seminars, conferences, trade magazine advertising, posters, website, social media and mailing brochures, as well as the internet and e-mail. The Company has established relationships with Workforce Investment Boards, Human Resources departments and staff and collaborative networks of businesses.

There are currently three dedicated staff members who conduct employer marketing, recruitment, and assessment and provide project administration and tracking. Studio Arts recruits from a very large labor market. Due to rapid technological changes, it must spend a significant amount of time matching employer needs to the curriculum. Studio Arts is requesting 8% support for employer recruitment and needs assessments activities that will be ongoing throughout the term of the contract. Staff recommends an 8% support costs.

Professional Employer Organization

Studio Arts represents that two participating employers, Bento Box and Nickelodeon Studios, currently use the services of Professional Employer Organizations (PEO), Entertainment Partners and Cast and Crew, respectively. However, funding eligibility is based on the Contractor's and Participating Employer's qualifications, and Studio Arts will be held solely responsible for performance under the ETP Contract. This Proposal has been reviewed by ETP staff to ensure compliance with all applicable guidelines. Studio Arts has been informed about the duty to make certain PEO representations in the ETP Contract; including, without limitation, that the applicable PEO Agreement clearly establishes the PEO as the party responsible for withholding and reporting Unemployment Insurance taxes and that Bento Box and Nickelodeon retain the exclusive right to direct and control the work performed by trainees and set the amount of their wages.

Studio Arts will advise ETP of any additional PE's added to the Contract after approval who are using a PEO. Additionally, Studio Arts agrees to provide ETP with any information requested to ensure eligibility prior to the start of the PE's ETP funded training.

Trainer Qualifications

Training will be provided by Studio Arts faculty who have at least ten years of experience and are considered subject matter experts. Trainers have advanced educational degrees and/or are certified to teach the software/systems outlined in the curriculum.

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).

Studio Arts is eligible as a BPPE licensure valid until February 14, 2027.

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 Studio Arts under an ETP Contracts that were completed within the last five years:

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
*ET20-0233	Statewide	12/14/19 – 12/13/21	\$749,316	TBD
ET18-0158	Los Angeles, Orange	01/25/2018 – 01/24/2020	\$1,199,899	\$1,034,837 (86%)
ET17-0405	Los Angeles	01/28/2017– 01/27/2019	\$899,712	\$819,564 (91%)
ET16-0151	Los Angeles	8/29/2015 – 08/28/2017	\$899,608	\$810,338 (90%)

***ET20-0233** - During the term of this Agreement the following was discovered during the 5/12/21 monitoring visit:

- Rosters illustrated trainees with overlapping training times for different training same day.
- Rosters/tracking system, illustrated trainees receiving training in excess of 8 hours in a day.
- Rosters illustrate training times that were inconsistent with tracked time for training session.
- Rosters illustrated start and end time for class training, but not for lab.
- Rosters illustrated trainer to trainee ratio exceeds one to ten.
- Rosters included trainer's initials, but no signatures.
- Rosters Include trainer's signature, but no initials.
- Trainee received training in overlapping Contracts without completing 90-day retention.

As reported in the Final Monitoring Report (FMV) dated 2/16/22, following the August 20,2021 Panel meeting ETP staff met with the administrative third party procured by Studio Arts to assist with the administrative issues as well as assist with the development of this funding proposal. Studio Arts provided ETP staff with a plan to address the aforementioned issues reported to the Panel. Studio Arts further reported that it would utilize its administrative plan to conduct a 100% internal audit of its records to ensure the documentation met ETP recordkeeping requirements, and hours reported to ETP and invoiced were in accordance with the source documentation. On 11/10/21 ETP received notice from Studio Arts of its completion of its internal audit. It reported all training records for this contract had been verified against Zoom documentation, made adjustments where needed, and corrected Cal-E-Force data.

As a result of Studio Arts internal audit, the total amount of reported training hours went from 29,756 to 28,264 hours. This reflects a reduction of training hours equivalent to \$34,316 (1,492 hours), which was removed from the ETP system with the corrections made by Studio Arts.

ETP staff conducted a random sample review of the records audited by Studio Arts. Upon receipt of the secondary source documentation from Studio Arts ETP staff was able to verify the documented hours in accordance with ETP recordkeeping requirements as well as verify the hours reported to ETP within the scope of the random sample.

The Final Monitoring Report also noted employment retention potential issues during processing of Final invoices due to Participating Employers information. This would result from incorrect CEAN/Social Security number or alternate retention for trainees who work in the entertainment industry, including working for more than one employer, which require a special review process.

Studio Arts' Administrative Staff is continuing to work with ETP Fiscal Unit to complete and finalize the closeout invoice for this Contract. Studio Arts anticipates providing all documentation needed by ETP to close out the contract to avoid an overpayment.

At the time of the Final Monitoring Report, projected earnings were estimated at \$695,289 inclusive of support costs (93% of the encumbered total \$749,316) based on the number of training hours in ETP systems at the time (28,264).

ETP fiscal is in the process of completing the Final Closeout on this Agreement.

According to Fiscal Unit Review, as of 3/2/22:

Progress Payments Received	\$520,751
Earned & Approved	\$558,129
Review Pending	\$115,041
Total Estimated Earned	\$673,170 (90%)

*Note – The estimated earned is lower than the aforementioned projected earnings in the Final Monitoring Report phase due to training hours subsequently removed for reasons such as dropped trainees.

REPORTED AUDITS

ET13-0359 (March 30, 2017) – unearned costs = \$6,186

The disallowed costs were a result of the following Trainee information:

- Did not meet post-training retention requirements.
- Unsupported and/or ineligible training hours.
- Wage rates were inaccurately reported to ETP.

ET16-0151 (September 9, 2020) – unearned costs = \$44,635

The disallowed costs were a result of the following Trainee information:

- Ineligible training hours due to concurrent enrollment.
- Ineligible for enrollment in ETP training.
- Did not meet minimum wage requirements.
- Did not meet post-training retention requirements.
- Ineligible training hours.

All unearned costs have been satisfied and off-set from subsequent contracts to ET16-0151 and ET18-0158.

ET18-0158 – has been selected for an ETP audit for fiscal year 2021/2022.

Studio Arts request to return to the Panel:

ETP staff recommended Studio Arts hold its request for additional ETP funding until the Final Closeout Invoice was completed and all payments could be reconciled. In addition, ETP staff notified Studio Arts that before it could return to the Panel, Studio Arts would need to provide ETP with information as to what administrative practices have been put into place to meet ETP requirements to mitigate continued administrative findings by ETP during Monitoring and Audits. ETP also inquired as to other funding sources it had to run its operations. Lastly, given the new administrative practices (reported below) have just been implemented, the training performed under ET18-0158 (pending ETP Audit) was not administered by Studio Arts in accordance with

these new processes. As such, based on their Audit history there is staff concern regarding potential findings and disallowed earnings.

Studio Arts requested to come before the March Panel citing that Panel administrative concerns had been adequately addressed as follows:

- Adopted a new administrative system to check and double check training hours completed by trainees and reported to ETP. The objective of the system is to insure 100% accuracy of all data submitted to ETP. Studio Arts reported its new system includes the instructor taking roll at the beginning of each class and monitors attendance during class. Roll sheets are checked for accuracy by the Studio Arts administrator assigned to monitor the class. They will be checked against detailed reports on class participation generated by the training platform (Zoom or a similar system). Any necessary adjustments for each trainee will be entered on the roster, which will then be returned to the instructor for a final signature.
- Hired a third-party administrator to check rosters with trainer signatures and the training platform data before reporting data on ETP systems, and assist with other administrative processes.
- Moved from in-person to distance learning when the pandemic hit. Administrative Staff and trainers will take roll for each class. After class is finished, Administrative Staff will check the roll sheets against Zoom records of attendance. Actual attendance will then be entered into an ETP multi-day roster and emailed to the trainer for final review and signature. Once signed, the rosters will be processed for entry into CEF. As for in-person class, Administrative Staff will check and verify trainees' signatures against training documentation (rosters) to verify that trainees attended training.
- Invoicing will follow regular ETP processes. After invoicing for P2 (end of training) payment, Studio Arts will not seek to add training hours or increase potential payment amounts.

Studio Arts reported that it receives about 75 percent of its funding from ETP and the rest from payments from individuals, WIOA and the Trade Adjustment Act. Studio Arts is expanding its non-ETP funding by becoming an authorized training center for a major games company, which will pay for employee training.

With regard to the pending Audit, if there are any disallowed costs in a new audit, Studio Arts reports that it will repay them in accordance with ETP requirements.

DEVELOPMENT SERVICES

Steve Duscha Advisories in Sacramento assisted with development for a flat fee of \$10,000.

ADMINISTRATIVE SERVICES

Steve Duscha Advisories 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/Videoconference/E-Learning Hours

8-200 Trainees may receive any of the following:

COMPUTER SKILLS

- After Effects 101 – This high-end animation, compositing and visual effects tool from Adobe is an industry standard for production for animators, VFX artists, editors, technical directors and other production staff.
- Adobe Animate 101 – Adobe Animate is a 2D digital animation tool from Adobe and is an industry standard for use in production for animators, VFX artists, editors and other artists.
- Motion Capture Workshop – This workshop is for animators and editors for performance capture. It is performed using an actor's rig, cameras and software such as Unreal Engine, Maya and other CG animation programs.
- Sheet Timing – This workshop shows how to use Toon Boom Storyboard Pro to provide timing action for animated sequences in a storyboard format. Using Toon Boom Storyboard Pro to provide an animatic for pitching a preview of shots and scenes for detailing a proposed episode or sequence for an animated show.
- Adobe Premiere Pro 101 - This high-end post-production, editing, titles and effects tool from Adobe is an industry standard for editing, finishing and titling post-production projects for animators, VFX artists, editors and other artists. Use Procreate, an Apple software product that allows a digital "pencil" to sketch, draw, make notes, add pictures, etc., using a hand-held iPad or iPad mini on a production set or for storyboard "roughs".
- Art Direction 101 – This class is to demonstrate how art direction for a project is managed digitally; students learn the process through the use of Adobe products such as Photoshop, Illustrator and InDesign.
- Digital Storyboarding – Storyboard artists, Animators and Animation Directors use digital storyboards prepared in TB Storyboard Pro for use to visualize shots and scenes.
- Creature Design Workshop – This intermediate to advanced ZBrush workshop teaches CG modelers and FX artists the best methods for designing actual or fantastic creatures in ZBrush for export to CG programs for rendering.
- Look Development – Character Designers, CG Modelers and other artists develop a character's "look" using multiple drawings and renderings using products such as ZBrush, Maya, Cinema 4D, Blender and other programs.
- Environmental Design – Photoshop and Illustrator are the drawings and Maya, Blender and Unreal Engine are the 3D "virtual environments" used in production for scenes, sets and scenic foregrounds and backgrounds for animation, visual effects and game design.
- Character Design - Photoshop and Illustrator are the creative drawings and Maya, Blender and Unreal Engine are the 3D programs used for designing "virtual characters" that used in production for virtual actors, animals and creatures for animation, games and VFX productions.
- Story Illustration – Photoshop, Illustrator and Toon Boom are used to create detailed illustrations for use in showing how a character or scene will look and how a story is told through static pictures.
- Creating a Graphic Novel – Graphic novels are now produced as animated comics. This class uses Photoshop, Illustrator and InDesign to do story development for an animated graphic novel.

- Visual Development and Design - Character Designers, Environmental Designers, Lighters, VFX and Camera Layout to help artists develop a production's overall visual design. It involves using multiple drawings and CG models using products such as ZBrush, Maya, Cinema 4D, Blender and Unreal Engine.
- Making a Short Film – This workshop is for 2D and 3D animators, animation directors, editors and post-production artists as they create a short film, going through the entire film creation process.
- Blackmagic Fusion/DaVinci Resolve – DaVinci Resolve is an editing software used on animation, documentary and commercial productions.
- Color Correction (DaVinci Resolve) – Color correction for DaVinci Resolve is a key step in matching colors from shot to shot in rendering, cutting and assembling scenes used on animation, documentary and commercial productions.
- Cinema 4D 101 – Cinema 4D is the de facto standard for TV 3D animation.
- Compositing and VFX 101 – This class is designed to show how composites and VFX are done using Adobe After Effects and The Foundry's "Nuke." VFX is used in action films, fantasy films, and films with futuristic special effects.
- Game Design 101 – This intermediate to advanced Unreal Engine course is for Unreal Engine artists to create levels for use in game production.
- Game Development – This class is primarily for using tools for pre-production planning. Unreal Engine and Unity are used to develop and plan a videogame project.
- Graphic Design 101 – This class is a survey course in the various uses of Photoshop, Illustrator, InDesign and other software to create images for use in film, TV and games.
- Houdini 101 – Houdini is a 3D animation product used primarily for visual effects animation, creation of VFX systems and migration tools to other software packages such as Unreal Engine.
- Illustrator 1 – Adobe Illustrator is a vector-based program used for graphic design and has become the de facto standard for designs that can be migrated to 3D programs such as Autodesk Maya, Blender, Cinema 4D and ZBrush.
- Maya 101 – Autodesk Maya is the 3D animation industry's principal production software. It is used primarily for CG modeling and character animation.
- Character Animation 1 – Using 3D (CG) products such as Maya and Blender, students learn how to use rigs, motion capture and other tools to animate characters.
- Character Animation 2 – This intermediate class utilizes 3D (CG) products such as Maya and Blender to show how to use rigs, motion capture and other tools to do facial animation and to animate quadrupedal characters.
- CG Lighting – This class demonstrates how to "light" a CG scene using Maya, Blender, Cinema 4D and other software.
- Rigging 1 – Rigging is creating the "skeleton" underneath a character's body that allows it to move. Students learn how to build a character rig for animating a simple character.
- Rendering – Rendering is an essential tool for making CG characters, models and sets come to life. It is the equivalent of bringing a simple sketch to a full painting.
- Textures – In 3D and CG modeling applications, textures are the "skin" of the models. Students learn how create and manipulate textures in Maya, Blender, Cinema 4D and Unreal Engine.
- Marvelous Designer 101 – This software is used to create costumes, headwear, shoes and other clothing to "dress" animated CG models and other 3D characters.
- Marvelous Designer 150 – Intermediate workshop for using Marvelous Designer, which is used to create costumes, headwear, shoes and other clothing to "dress" animated CG models and other 3D characters.
- CG Modeling – This class teaches students the most essential things to know regarding creating characters, objects, sets, architecture and exteriors in software such as Blender, Cinema 4D and Maya.

- NUKE 101 – This course introduces artists to the use of NUKE for the compositing and VFX which then becomes an assemblage of frames (a composite) for final rendering of shots for film, television and games.
- NUKE for VR/Virtual Production – This intermediate workshop introduces the NUKE user to employing NUKE in a Virtual Reality production.
- Photoshop 1 – Adobe Photoshop is the most used and most essential tool for graphic design, 2D animation, 3D animation and visual effects. It is used in all cycles of production, from pre-to-post.
- Photography Retouching and FX – The use of Photoshop to edit frames in a composite can be complicated when not using the right tools. This workshop shows users of Photoshop the best methods for removing artifacts and adding effects.
- Photoshop 2 – This class is for Photoshop users looking to improve their use of brushes, palettes, creating comp layers, HSV editing, color correction, RGB controls and more.
- Digital Painting – Through the use of programs like Photoshop, Corel Paint, Substance Painter and other painterly software, artists create brushes, palettes and filters to paint drawings, illustrations, 3D models and more.
- Painting with Photoshop – Adobe Photoshop is the principal means for doing digital painting for photographs, illustrations, comps and other 2D image formats.
- Digital Sketching – Animators, storyboard artists, illustrators and other principal artists involved in film, TV and game production need to practice and improve their digital drawing and painting skills by sketching in digital software.
- Digital Design and Illustration – This class covers how to translate traditional drawing, illustration and painting techniques into digital environments without being limited by any singular software. Students will learn the foundation principles in line art, value and color studies, and composition theories.
- Digital Mattes – The focus of this advanced class is on Adobe Photoshop's application as a matte (or background environment) painting tool but will also encompass an in-depth exploration of its many subtleties and creative features.
- Python for Production – Upon completion of this advanced CG Scripting class, students will be able to create, change and enhance digital CG scripting and coding for use in visual effects, animation and game engines such as Houdini, Maya or Unreal Engine.
- Rhino 101 – McNeel and Associates Rhino 3D is the motion picture industry standard for building digital sets. This introductory Rhino class is geared to set designers, illustrators, prop makers, modelmakers and other craftspeople who will be using CG to create digital sets, props and models for use in film and television production.
- CG Scripting – Scripting is an essential tool for animators and VFX artists to manipulate a software's internal C# line commands to enhance and control animation in a scene.
- Story Development 101 – In developing a project for production many artists have trouble understanding the fundamentals of building a story from start to finish and have it remain clear and compelling. This class focuses on how to develop a story from concept into a book or script and create few solid story ideas would potentially further develop into a production.
- Story Development 201 – This intermediate story class focuses on how to further develop a story from concept into a book or script for further success as a production.
- Shotgun for Production - This class will teach the interface, layout and essential commands you'll need to know to plan your shots with Autodesk Shotgun. Shotgun Production Tracking, Review, and Management Using Shotgun (Autodesk).
- SketchUp Pro 101 – Students will learn all major drawing, navigation and manipulation tools in Sketchup, acquisition of skills to draw and model in 2D or 3D, create blueprints and learn to build anything to real world 1:1 scale.

- Layout (SketchUp Pro) – LayOut is the 2D companion to SketchUp Pro. Create professional design documents, dimensioned drawings and presentations from your 3D models, to communicate design ideas to clients and partners.
- Substance Painter – In this Substance Painter workshop, students gain essential knowledge of the software and generate professional level textures and materials for use in PBR workflows for film and animation.
- Toon Boom – Harmony - Toon Boom is a complete, paperless, animation system that can take any 2D project from storyboard all the way through to final frames. This class provides a hands-on overview of how each step in the animation pipeline uses the software. Topics include an overview of its features, interface, storyboarding, character design, layout, animation, clean-up, effects, integration w/ backgrounds, color models, ink & paint and compositing.
- Toon Boom – Harmony 150 - This class extends knowledge gained from TB Harmony 101, including more uses of the interface, importing, scanning and manipulation of artwork, coloring the drawings and how to manipulate them to create an animated sequence, whether in full animation or as an animated storyboard.
- Toon Boom – Harmony Rigging & Character - Students will complete 2 animations. The first will focus on Acting and a single shot of the character reacting with dialogue. The second one is focused on body mechanics or action. It will be a full body shot of a character jumping in, landing, then breaking into a run, slowing into a walk and finally stopping.
- Unreal Engine 101 – Unreal Engine is now the industry’s leading production tool for housing production ready assets, level design and use for art department, animation and VFX staging. The goal of this course is to teach the student the basic UI & essential tools to get students ready to use the Unreal Engine software to create game design assets.
- Unreal Engine 201 – This intermediate 201 class will expound on UI, level design of Unreal from the Unreal 101 class or equivalent, basic knowledge of Unreal Engine. Covered is more advanced techniques in Level/Virtual Sets, Lighting, Materials, 3D Assets, Blueprint operation and particle systems.
- Unity 101 – This hands-on class uses projects and practical real-world demonstrations to introduce, present and explore the principles and tools of rapid development, multimedia authoring, immersive world-building, coding, scripting and interactive automation using Unity3D and the C# programming language.
- Flame Workshop – Students will learn how to make the best use of the Autodesk Flame toolset and how it fits into a post-production pipeline. The instructor will create all the media used in class, all shot in UHD, and give the footage to each student to practice what they have learned in class.
- Flame in a Day – The object of this course is to train students in modern “finishing” techniques using Autodesk Flame. Finishing is the process of conforming the creative edit to the hi-resolution, camera original footage and then sending the “VAM” to the colorist. After color correction, we will learn what it takes to deliver TV shows for broadcast.
- Virtual Production 101 – This class teaches how virtual production is streamlining production in a novel way that involves a “virtual set.” This virtual set is complete with foregrounds, backgrounds, and other live/CG generated environs and visual effects that exist in a purely digital format that will be for use immediately or can be added to a scene sometime later.
- Virtual Production 201 – In this hands-on course, you will examine some of the key workflows such as performance capture, terrain/environment building, Blueprints, animation and the control rig, Previs, physics and simulation, and virtual camera animation.

- Vectorworks 101 – Trainees will achieve a solid understanding of the CAD application VectorWorks, its basic user interface and toolset, and how to use those tools to build professional-levels sets, meeting industry standards & requirements.
- Vectorworks 3D – This VW 3D class for set designers, illustrators and other essential Art Department personnel who want to learn how to model using VectorWorks powerful 3D modeling tool. Students will learn to model sets, place lights, use special cameras and use a variety of plugins to render visualizations of sets for presentation.
- Introduction to ZBrush – This introductory ZBrush class will start off with teaching students the interface and tools of the industry’s definitive modeling. The goal of this class is that you get a firm understanding of the tools and how to apply them. This is a beginner’s class to help you understand all of ZBrush's tools for 3D sculpting and modeling.
- ZBrush 101 – Students will learn the tools, the interface and the many unique visual development tools that have made Z-Brush the definitive digital modeling software on the market. It is designed for CG modelers, concept designers and traditional artists trying to move into the low-polygon 3D model world and will focus on ZBrush's speed and versatility to create models with unparalleled detailing capabilities.
- ZBrush 150 – Intermediate ZBrush - For people just learning ZBrush and who are totally inexperienced with Maya, this class will help you dive into Maya specifically for your basic ZBrush sculpting needs. This class will cover the basics for navigating and modeling within Maya and how to transfer your work into ZBrush and back to Maya again.
- ZB Project Jam Workshop – This class is designed to give ZBrush users the opportunity to work on their own project, giving them the opportunity to work out problems and ideas with an instructor present. This workshop will also give students time to work on their own projects / ideas and explore multiple facets of ZBrush to help achieve different goals.
- ZBrush – Character Development - This class covers using ZBrush for modeling dragons, creatures and other 3D characters as they are typically used in the “pipeline” of a feature film, television series or game design. Students will create a feature film "animation ready" creature to be delivered the last week of class -- modeled and textured entirely in ZBrush and rendered in Maya.

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: Studio Arts, Ltd.

CCG No.: ET22-0295

Reference No: 22-0201

Page 1 of 7

ALPHABETIZE BY COMPANY NAME

Company: Age of Learning - 519130

Priority Industry? Yes No

Address: 101 N. Brand Blvd. 8TH FLOOR

City, State, Zip: Glendale, CA. 91203

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Contract: 61

Small Business? Yes No

Total # of full-time company employees worldwide: 609

Total # of full-time company employees in California: 560

Company: Alpine Training Services - DBA The ATS Team - 512110

Priority Industry? Yes No

Address: 10260 Norris Ave.

City, State, Zip: Pacoima, CA. 91331

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: 45

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

Company: A/V Squad - 512110

Priority Industry? Yes No

Address: 7750 W. Sunset Blvd.

City, State, Zip: Los Angeles, CA 90046

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: 119

Total # of full-time company employees in California: 119

Company: Bento Box Entertainment - 512110

Priority Industry? Yes No

Address: 5161 Lankershim Blvd.

City, State, Zip: North Hollywood, CA 91601

Collective Bargaining Agreement(s): Yes - IATSE Local 839 - The Animation Guild

Estimated # of employees to be retrained under this Contract: 47

Small Business? Yes No

Total # of full-time company employees worldwide: 493

Total # of full-time company employees in California: 493

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: Studio Arts, Ltd.
Reference No: 22-0201

CCG No.: ET22-0295
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ALPHABETIZE BY COMPANY NAME

Company: Digital Film Tree - 512100	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 3475 Cahuenga Blvd W	
City, State, Zip: Los Angeles, CA 90068	
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: 25	
Total # of full-time company employees in California: 25	
Company: Framestore - 512110	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 8616 National Blvd.	
City, State, Zip: Culver City, CA 90232	
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: 1793	
Total # of full-time company employees in California: 92	
Company: Fuse FX Inc. - 512191	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 14823 Califa St.	
City, State, Zip: Van Nuys, CA 91411	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 37	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 246	
Total # of full-time company employees in California: 246	
Company: Gentle Giant Studios - 512110	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 7511 N. San Fernando Rd.	
City, State, Zip: Burbank, CA 91505	
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: 35	
Total # of full-time company employees in California: 35	

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: Studio Arts, Ltd.

CCG No.: ET22-0295

Reference No: 22-0201

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ALPHABETIZE BY COMPANY NAME

Company: Ingenuity Studios - 512191

Priority Industry? Yes No

Address: 941 N. Highland Ave.

City, State, Zip: Los Angeles, CA 90038

Collective Bargaining Agreement(s): No

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

Small Business? Yes No

Total # of full-time company employees worldwide: 120

Total # of full-time company employees in California: 80

Company: Inhance Digital Corporation - 541512

Priority Industry? Yes No

Address: 8057 Beverly Blvd.

City, State, Zip: Los Angeles, CA 90048

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: 28

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

Company: Jakks Pacific Inc. - 339930

Priority Industry? Yes No

Address: 2951 28th St.

City, State, Zip: Santa Monica, CA. 90405

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Contract: 13

Small Business? Yes No

Total # of full-time company employees worldwide: 200

Total # of full-time company employees in California: 200

Company: Jam City - 519130

Priority Industry? Yes No

Address: 3562 Eastham Drive

City, State, Zip: Culver City, CA 90232

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Contract: 63

Small Business? Yes No

Total # of full-time company employees worldwide: 778

Total # of full-time company employees in California: 468

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: Studio Arts, Ltd.		CCG No.: ET22-0295
Reference No: 22-0201		Page 4 of 7
Company: Mattel, Inc. - 512110		Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 333 Continental Blvd.		
City, State, Zip: El Segundo, CA. 90245		
Collective Bargaining Agreement(s): No		
Estimated # of employees to be retrained under this Contract: 43	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Total # of full-time company employees worldwide: 954		
Total # of full-time company employees in California: 954		
Company: Method / Company 3 Inc. - 512110		Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 3401 Exposition Blvd.		
City, State, Zip: Santa Monica, CA 90404		
Collective Bargaining Agreement(s): Yes - IATSE Local 700 - Motion Picture Editor's Guild		
Estimated # of employees to be retrained under this Contract: 84	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Total # of full-time company employees worldwide: 1001		
Total # of full-time company employees in California: 1001		
Company: Natural Hair Productions - 512110		Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 6255 Sunset Blvd. Ste .750		
City, State, Zip: Hollywood, CA 90028		
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: 5		
Total # of full-time company employees in California: 5		
Company: Nickelodeon Animation Studios - 512110		Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 231 W. Olive Ave.		
City, State, Zip: Burbank, CA 91502		
Collective Bargaining Agreement(s): Yes IATSE Local 839 - Animation Guild / IATSE Local 871		
Estimated # of employees to be retrained under this Contract: 24	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Total # of full-time company employees worldwide: 110		
Total # of full-time company employees in California: 110		

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: Studio Arts, Ltd.	CCG No.: ET22-0295
Reference No: 22-0201	Page 5 of 7

Company: PH-TWO (Picture Shop) - 512191	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 3900 W. Alameda	
City, State, Zip: Burbank, CA 91505	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 16	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 208	
Total # of full-time company employees in California: 208	

Company: Pixelogic Media - 512191	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 3539 Motor Avenue	
City, State, Zip: Culver City, CA 90034	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 17	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 440	
Total # of full-time company employees in California: 440	

Company: Pixomondo - 512191	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 2055 S. Barrington Ave.	
City, State, Zip: Los Angeles, CA 90025	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 17	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: 60	

Company: Pixwel LLC - 512110	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 5340 Cangas Drive	
City, State, Zip: Calabasas, CA 91301	
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: 17	
Total # of full-time company employees in California: 17	

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: Studio Arts, Ltd.	CCG No.: ET22-0295
Reference No: 22-0201	Page 6 of 7

Company: Pound Sand LLC - 541511	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 2121 Park Place Suite 100	
City, State, Zip: El Segundo, CA 90245	
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: 54	
Total # of full-time company employees in California: 54	

Company: Proof, Inc. - 512110	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 5150 Wilshire Blvd.	
City, State, Zip: Los Angeles, CA 90036	
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	

Company: Renegade Animation - 512110	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 111 E. Broadway	
City, State, Zip: Glendale, CA 91205	
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: 44	
Total # of full-time company employees in California: 40	

Company: Stoopid Buddy Stoodios - 512110	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 200 S. Flower St.	
City, State, Zip: Burbank, CA 91502	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 19	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 230	
Total # of full-time company employees in California: 230	

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: Studio Arts, Ltd.	CCG No.: ET22-0295
Reference No: 22-0201	Page 7 of 7

Company: The Jim Henson Company - 512110	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Address: 1416 N. La Brea Ave.

City, State, Zip: Los Angeles, CA 90028

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
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Total # of full-time company employees worldwide: 90

Total # of full-time company employees in California: 80

Company: Vincent Van Dyke Effects, Inc. - 512110	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Address: 4706 Magnolia Blvd.

City, State, Zip: Burbank, CA. 91505

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
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Total # of full-time company employees worldwide: 13

Total # of full-time company employees in California: 13

MOTION PICTURE EDITORS GUILD

January 11, 2022

Employment Training Panel
1100 J Street
Sacramento, CA 95814

Dear Panel Members,

We understand Studio Arts 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 is 10, and will include Animation Editors, Apprentice Editors, Assistant Editors, Colorists, Editors, Story Analysts and Technical Directors.

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,



Dieter Rozek
Training Coordinator
Motion Picture Editors Guild Local 700 IATSE



January 10, 2022

Employment Training Panel
1100 J Street
Sacramento, CA 95814

Dear Panel Members,

We understand Studio Arts 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 is 75 and that number includes Animators, Assistant Animators, Storyboard Artists and Revisionists, CG Animators, Sheet Timers, Background Artists and others represented by our local.

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,

Steve Kaplan
Business Representative



IATSE LOCAL 839

1105 North Hollywood Way
Burbank, CA 91505-2528
T 818 845.7500 F 818 845.0300
www.animationguild.org



IATSE LOCAL 871

Script Supervisors/Continuity, Coordinators,
Accountants & Allied Production Specialists Guild

4011 W. Magnolia Blvd., Burbank, CA 91505-2833

Tel: (818) 509-7871 • Fax: (818) 506-1555
office@ialocal871.org • www.ialocal871.org

Business Representative: Patric Abaravich
Email: Patric@ialocal871.org

January 12, 2022

Employment Training Panel
1100 J Street
Sacramento, CA 95814

Dear Panel Members,

We understand Studio Arts 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 is 20, and will include Art Department Coordinators, Assistant Production Coordinators, Continuity Coordinators, Production Coordinators, Script Supervisors and other, represented members.

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,

Patric Abaravich
Business Representative
IATSE Local 871



EXPANSION FUNDS

**Training Proposal for:
Fullerton Chamber of Commerce dba North
Orange County Chamber
Contract Number: ET22-0294**

Panel Meeting of: March 25, 2022

ETP Regional Office: San Diego

Analyst: K. Hernandez

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate Expansion Funds (Alt/Gen) Medical Skills Training	Industry Sector(s):	MEC (H) Construction (23) Professional, Scientific, Technology (54) Healthcare (62) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Alameda, Kern, Los Angeles, Orange, Riverside, San Diego, Santa Clara	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
\$464,200		\$32,240 8%		\$496,440

In-Kind Contribution:	50% of Total ETP Funding Required	\$765,000
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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 Medical Skills Training	Business Skills, Comm'l Skills, Computer Skills, MS-Didactic, MS-Preceptor	895	8-200	0	\$492	\$21.57
				Weighted Avg: 20			
2	Retrainee	Business Skills, Comm'l. Skills, Computer Skills	75	8-200	0	\$748	\$21.57
				Weighted Avg: 35			

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

Minimum Wage by County: Job Number 1 & 2: \$23.53 per hour for Alameda and Santa Clara counties; \$21.73 per hour Los Angeles County; and \$21.57 per hour for Orange, San Diego, Kern and Riverside 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 in health benefits may be used by participating employers to meet the Post-Retention Wage.

Wage Range by Occupation		
Job Number 1		
Registered Nurses		150
Administration Staff		130
		40
Case Workers		35
		20
Supervisors		25
Emergency Medical Technicians		20
Support Staff		200
		155
Plumbers		80
		40
Job Number 2		
Accountants		75

INTRODUCTION

Established in 1898, and located in Fullerton, Fullerton Chamber of Commerce dba North Orange County Chamber (NOCC) (www.nocchamber.com) provides assistance to small businesses on legislative updates, advocacy, and information on current business issues, as well as operates as a general resource center for its members. NOCC promotes a trained workforce, providing opportunities for women and minority-owned enterprises. The organization serves as the chamber representing the cities of Buena Park, Fullerton, La Palma and Stanton.

Veterans Program

Participating employers regularly employ Veterans through their normal hiring practices. However, no Job Number for Veterans will be designated in this project.

PROJECT DETAILS

This is NOCC's second ETP Contract, the second in the last five years. Previous training focused on delivering business skills training that supported the employer's goals to combine pricing with customer service to present a competitive value proposition. This proposal will also deliver Business Skills training to increase staff's communication and sales skills to provide its products and services competitively. Training will continue to introduce new technology and digital tools to employees through more advanced versions of enterprise resource management software, customer resource management software and audit software.

The NOCC intends to bring ETP-funded training to multi-industry businesses. NOCC will serve a wide spectrum of Participating Employers of the business community. Embracing a belief that business has no borders, the NOCC serves as a chamber without geographic borders supporting economic success. Employee retention and efficiency are key goals of the employers. The employers recognize that employee turnover is expensive. With the recent decrease in the unemployment rate, there are fewer workers with the necessary skill set available to hire for most positions.

The NOCC plans to utilize these Expansion funds to partner with healthcare companies because the COVID-19 pandemic has put a major strain on the healthcare sector. Prior to the pandemic there was a shortage of registered nurses and other positions in the healthcare workforce. The pandemic exacerbated this problem with many healthcare workers leaving the field through retirement or transitioning to a different profession. This has required healthcare companies to hire new staff that directly correlates to an increase in training investment.

The pandemic also increased the amount of training that must be delivered to staff. The pandemic resulted in the introduction of new treatment modalities that are continuously being updated. In addition, there is a substantial difference in the processes developed for COVID patients at the beginning of the pandemic until now that requires new training to meet healthcare standards that are continuously being updated.

The pandemic has also created a substantial need for mental health care. In particular, treatment of children and young adults along the autism spectrum has increased. This is one of the fastest growing areas of healthcare and is very difficult for the providers to staff because of the unique skillset and training background required. Case Workers are an integral part of the mental health care system and training for these workers is typically 80 hours over the first month on the job.

The training planned for Plumbers is project specific training on processes with specific tools and equipment not covered by a Joint Apprenticeships Training Committee.

Training Plan

All training will be customized to meet each employers needs based on assessments of business and industry demands. Training will occur at the participating employers' sites and other training sites in California and will be delivered via classroom/lab and E- Learning in the following:

Business Skills: Training will be provided to Supervisors, Case Workers, Administrative and Accounting Staff and includes Effective Meetings, Health Insurance and Accountability Act, Mentoring and Coaching and Negotiation Skills.

Commercial Skills: Training will be provided to Carpenters and Plumbers and includes Project Management, Customer Relations, Engineering Best Practices, and Sewage Pump System Repair.

Computer Skills: Training will be provided to all occupations in Microsoft Office, Enterprise Resource Management software, Customer Resource Management software and audit software.

Medical Skills (Didactic and Preceptor): Training will be provided to Registered Nurses include Clinical Evaluation, Understanding Evidence based Autism Treatment and Discrete trail training.

Core Employer Group

The proposed participating employers have operations in Orange, Los Angeles, Kern, Alameda, San Diego and Santa Clara Counties. NOCC requests ETP funding for 970 trainees and has current core group demand for 1,160 trainees (100%).

The core group of 7 employers consists of 1 small businesses and 6 large employers across Southern California, of which, 5 are priority industries.

Curriculum Development

NOCC met with each of the participating employers and discussed the training plans for the proposed project. In each case the employer assessed skilled worker's needs.

Commitment to Training

Most participating employers provide basic on-the-job training or job specific training and will continue to do so at its own expense. ETP funds will provide supplemental training for companies that lack the resources to provide training on their own, but need training to upgrade the job skills of its workers to keep the workforce 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

The President and CEO, assisted by the Director of Marketing and Community Relations will have project oversight. An Administrative Subcontractor, Training Refund Group, will provide project administration, including enrolling and tracking trainees in the ETP online systems. Training will be delivered by participating employers' in-house experts and vendors as needed. Trainers will work with the NOCC on training schedules, training curriculum and training assessments.

Marketing and Support Costs

The NOCC marketed this training project by sending letters to potential companies followed up by phone calls. They will also continue to market the program as well as schedule onsite visits to prospective eligible participating companies providing high paying jobs in both priority and non-priority industries.

The NOCC requests, and staff supports, 8% support costs to cover costs and outreach efforts required to market and recruit additional participating employers, assess specific training needs, develop job-specific curricula and training schedules, and conduct necessary follow-up during retention. This will be an on-going activity throughout the duration of the Contract.

Electronic Recordkeeping/LMS

NOCC utilize electronic recordkeeping for one of its Participation Employers. ETP staff has reviewed and approved the Company's learning management system.

Alternative Recordkeeping

NOCC will use an approved alternative recordkeeping for E-Learning/Videoconferencing training sessions. The Trainers will submit all training documents upon completion of each training session.

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 Agreement.

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	Potential Earnings (Based on Tracked Hours) (\$ %)
ET21-0136	\$199,245	8/05/20 - 8/04/22	305	0	0	\$199,245 (100%)

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 of 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

- Client Service
- Communication Skills
- Compliance Management
- Conflict Resolution
- Critical Thinking
- Customer Service
- Effective Meetings
- Health Insurance and Accountability Act
- Information Systems
- Leadership Skills
- Lean Six Sigma
- Marketing
- Mentoring and Coaching
- Negotiation Skills
- Organization Skills
- Presentation Skills
- Product Knowledge
- Sales Skills
- Team Building
- Time Management Skills

COMMERCIAL SKILLS

- Tax Compliance
- Regulatory Compliance
- Accounting and Auditing
- Fraud Detection
- Government Auditing Standards
- Estate Planning and Compliance
- Best Accounting and Tax Practices
- Employer Benefit Plans
- Project Management
- Risk Management
- Insurance Best Practices
- Field Operational Procedures
- Advanced Blueprint Reading
- Arches (Types, Hands-On Project)
- Bricklaying Terminology
- Brick-Paving Techniques
- Building a Straight Wall
- Building Codes-Reinforced
- Grouted Masonry
- Cement Blocks and Bricks
- Complete a Masonry Wall
- Components and Shell Bricks

- Concrete in Masonry Units
- Construction of Jambs
- Construction of Pilasters
- Interpret and Use Blueprints
- Job Layouts/Steps Related to Layout
- Learn the Communications Skills Required of a Job Supervisor
- Throat Construction Techniques
- Responsibilities of a Job Supervisor
- Safety, Health and Employment Rules and Procedures
- Scaffolding Safety Practices • Shop Safety Rules and Procedures • Shop Safety Rules for Operating Tools and Equipment
- Techniques for Setting and Laying Brick
- Trade Math
- Various Types of Veneer Applied to a Fireplace
- Advanced Materials Safe Working Procedures and Practices
- Scaffold Safety
- Construction Techniques
- Customer Relations
- Communication Skills
- Construction
- Heavy Equipment Movement (Lifts, Excavators, Bobcat, etc.)
- Field Operation Procedures
- Plumbing Material Identification & Application
- Pipe Joining Methods & Procedures
- First Aide
- Silica Awareness (Bi-Annual)
- Excavation Competent Person
- Estimating Procedures and Processes
- Construction Math
- Job Costing and Accounting
- Engineering Best Practices
- Pump Sizing and Installation
- Sewage Pump System Repair
- Water Heater/Boiler Trouble Shooting and Repair
- Water Booster Pump, Recirculating Pump Troubleshooting and Repair
- Switches and Electrical Components
- Plumbing Code
- Heat Exchanger Systems
- Advanced Diagnosis
- Fundamentals of Water Flow and Plumbing Systems
- Fall Protection/Safety
- Communication Skills
- Confined Space/Safety
- Presentation Skills
- On Demand Hot Water Systems
- Gas and Fuel Systems
- How to Estimate for Mechanical & Plumbing
- Insurance & Bonds
- Metal Stud and Drywall
- Self-Performed Concrete & Rebar

- Forklift and Ariel Training
- Asbestos Awareness
- Elevator Training
- Building Strong Work Relationships
- Hand Signal Person
- Qualified Rigger & Hand Signal Person
- Rough Terrain Forklift
- Safety Dinner-SAC (Jul-2017)
- Confined Space (Non-permit required)
- Scaffold Training
- Hilti Training
- Skill Saw Training
- Boom Lift & Forklift Training
- Emergency Response Training
- Qualified Rigger
- Intro to Rudolph and Sletten University
- Train-the-Trainer
- GC Code Overview
- APL-Being More Productive with Autodesk Point Layout from the Model
- Site Work Models from Design to Construction
- USA 811 Utility Marking Trenching Excavation, Soil Classification
- NFPA 70E
- Basic Bluebeam
- Last Planner-How to Run a Pull Scheduling Session
- Drug Awareness Training for Supervisors
- Scheduling Philosophy
- MEP Scheduling From Beginning to End
- Project Administration I
- Project Budget Control I
- Project Budget Control II
- Prolog Essentials
- Self-Performed Work (Estimate Preparation and Tracking)
- Lessons Learned-AC2 & Change Order Review
- Prequalification (Public & Private)
- Scissor Lift User

COMPUTER SKILLS

- Accounting Software
- Audit Software
- Case Management Software
- Customer Resource Relations Management
- Enterprise Resource Planning
- EPIC (Insurance company management software)
- Intermediate Microsoft Excel
- Microsoft Office Intermediate
- On Line Research
- Owner Billing in JDE
- PIN Medical Records Management Software
- Tax Compliance Software

MEDICAL SKILLS - DIDACTIC

- Activities of Daily Living
- Acute Myocardial Infarction
- Advanced Cardiac Life Support
- Advanced Directives
- Ambulating a Patient with Ambulatory Device
- Applied Behavior Analysis Skill Building Training and Session
- Arterial Blood Gas Interpretation
- Arterial Lines
- Aspects of Aging
- Assessing Behavior Interventionist Performance
- Basic Life Support
- Behavioral Case Conceptualization, Problem Solving and Decision Making
- Bladder and Bowel Management
- Body Mechanics
- Care of Patient with LVAD
- Care of the Bariatric Patient
- Care of the Cardiac Patient
- Care of the Geriatric Patient
- Care of the Neurosurgical Patient
- Care of the Stroke Patient
- Care of the Transplant Patient
- Care Planning
- Case Management/Discharge Planning
- Central Lines Management
- Charge Nurse Training
- Charge Nurse Training/Frontline Leadership Skills
- Chest Tube Care & Management
- Clinical Evaluation
- Code Blue Response & Procedures
- Code Blue/Code Purple
- Code Orange/Hazardous Spills/Safety Data Sheet
- Code Pink/Abduction
- Code Silver/Weapon
- Code Yellow/Bomb Threat
- Computer Training (Pinpoint)
- Conservatorship
- CORE Measures (Prevention of CLABSI/CAUTI)
- COVID-19
- Crisis Prevention Intervention
- Critical Care Nursing Skills
- Culturally Appropriate Care
- Culture of Safety
- Decontamination Procedures
- Dementia and Alzheimer's Disease
- Diabetes Care & Management
- Discrete Trial Training
- Documentation Skills
- Dysrhythmia Recognition & Interpretation
- Educating the Patient & Family

- EKG & Cardiac Monitoring
- Elder Abuse/Prevention and Reporting
- Employee Health/Safety
- Equipment Failure/Lock Out Tag Out
- Functional Behavior Assessment
- Hemodynamic Monitoring
- Hospital Basics
- Intensive Care Critical Care Training
- Interdisciplinary Understanding of Autism Spectrum Disorder
- Intravenous Therapy
- Medical/Surgical Unit Training
- Medication Management and Safety
- Occurrence Reporting
- Orthopedic Nursing Skills
- Palliative Care/End of Life Training
- Parent Satisfaction
- Patient and Family Centered Care Skills
- Patient Assessment & Care
- Patient Movement/Lifting
- Pre and Post-Operative Care
- Preceptor Training
- Providing Feedback
- Radiation Safety
- Restraints
- Spectrum Disorder
- Staff Support
- Total Parenteral Nutrition
- Understanding Evidence Based Autism Treatment
- Understanding Funding Sources
- Ventilator and Tracheotomy Care
- Wound Care Management
- Bloodborne Pathogens

MEDICAL SKILLS - PRECEPTOR

- Activities of Daily Living
- Acute Myocardial Infarction
- Advanced Cardiac Life Support
- Advanced Directives
- Ambulating a Patient with Ambulatory Device
- Arterial Blood Gas Interpretation
- Arterial Lines
- Aspects of Aging
- Assessment
- Basic Life Support
- Bladder and Bowel Management
- Body Mechanics
- Care of Patient with LVAD
- Care of the Bariatric Patient
- Care of the Cardiac Patient
- Care of the Geriatric Patient

- Care of the Neurosurgical Patient
- Care of the Stroke Patient
- Care of the Transplant Patient
- Care Planning
- Case Management/Discharge Planning
- Central Lines Management
- Charge Nurse Training
- Charge Nurse Training/Frontline Leadership Skills
- Chest Tube Care & Management
- Computer Training (Pinpoint)
- Conservatorship
- CORE Measures (Prevention of CLABSI/CAUTI)
- COVID 19
- Crisis Prevention Intervention
- Critical Care Nursing Skills
- Decontamination Procedures
- Dementia and Alzheimer's Disease
- Diabetes Care & Management
- Documentation Skills
- Dysrhythmia Recognition & Interpretation
- Educating the Patient & Family
- EKG & Cardiac Monitoring
- Elder Abuse/Prevention and Reporting
- Employee Health/Safety
- Equipment Failure/Lock Out Tag Out
- Hemodynamic Monitoring
- Intensive Care Critical Care Training
- Intravenous Therapy
- Medical/Surgical Unit Training
- Medication Management and Safety
- Occurrence Reporting
- Orthopedic Nursing Skills
- Palliative Care/End of Life Training
- Patient and Family Centered Care Skills
- Patient Assessment & Care
- Patient Movement/Lifting
- Pre and Post-Operative Care
- Preceptor Training
- Restraints
- Total Parenteral Nutrition
- Ventilator and Tracheotomy Care
- Wound Care Management

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: Fullerton Chamber of Commerce dba North Orange
County Chamber

CCG No.: ET22-0294

Reference No: 22-0307

Page 1 of 2

ALPHABETIZE BY COMPANY NAME

Company: Andersen Commercial Plumbing

Priority Industry? Yes No

Address: 190 E. Arrow Highway, Ste. H

City, State, Zip: San Dimas, CA 91773

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 120

Small Business? Yes No

Total # of full-time company employees worldwide: 225

Total # of full-time company employees in California: 225

Company: Behavior Frontiers

Priority Industry? Yes No

Address: 1149 W. 190th Street

City, State, Zip: Gardena, CA 90248

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 75

Small Business? Yes No

Total # of full-time company employees worldwide: 300

Total # of full-time company employees in California: 250

Company: Burnham Benefits Insurance Services

Priority Industry? Yes No

Address: 2211 Michelson Drive, #1200

City, State, Zip: Irvine, CA 92512

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 75

Small Business? Yes No

Total # of full-time company employees worldwide: 99

Total # of full-time company employees in California: 99

Company: C. Overaa and Co.

Priority Industry? Yes No

Address: 200 Parr Blvd.

City, State, Zip: Richmond, CA 94801

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 150

Small Business? Yes No

Total # of full-time company employees worldwide: 250

Total # of full-time company employees in California: 250

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: Fullerton Chamber of Commerce dba North Orange
County Chamber

CCG No.: ET22-0294

Reference No: 22-0307

Page 2 of 2

ALPHABETIZE BY COMPANY NAME

Company: Kindred Hospital Westminster

Priority Industry? Yes No

Address: 200 Hospital Center

City, State, Zip: Westminster, CA 92683

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 150

Small Business? Yes No

Total # of full-time company employees worldwide: 38,000

Total # of full-time company employees in California: 4,800

Company: Macias Gini and O'Connell

Priority Industry? Yes No

Address: 500 Capital Mall, #2200

City, State, Zip: Sacramento, CA 95814

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 150

Small Business? Yes No

Total # of full-time company employees worldwide: 700

Total # of full-time company employees in California: 700

Company: Rudolph and SLetten

Priority Industry? Yes No

Address: 2 Circle Star Way

City, State, Zip: San Carlos, CA 94090

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 440

Small Business? Yes No

Total # of full-time company employees worldwide: 1,100

Total # of full-time company employees in California: 1,100



Training Proposal for:
**The Shirley Ware Education Center, SEIU-United Healthcare
 Workers-West**

Contract Number: ET22-0265

Panel Meeting of: March 25, 2022

ETP Regional Office: PPU-Central Office

Analyst: C. Hoyt

PROJECT PROFILE

Contract Attributes:	Priority Rate Retrainee Medical Skills Training	Industry Sector(s):	MEC (H) Healthcare (62) 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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No Service Employees International Union, United Healthcare Workers West		
Turnover Rate:	≤20%		
Managers/Supervisors: (% of total trainees)	≤20%		

FUNDING DETAIL

Program Costs	+	Support Costs	=	Total ETP Funding
\$543,168		\$37,632 8%		\$580,800

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	Retrainee Priority Rate Medical Skills Training	MS-Didactic, Computer Skills, Literacy Skills, Cont. Imp.	192	8-200	0	\$3,025	\$24.55
				Weighted Avg: 123			

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

Minimum Wage by County: \$23.53 for Alameda, Marin, San Mateo, Santa Clara, and San Francisco Counties; \$23.30 for Contract Costa County; \$21.73 for Los Angeles County and \$21.57 for Orange, San Diego, and 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

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

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Medical Assistant		20
		172

INTRODUCTION

Founded in 1998 by the Service Employees International Union (SEIU), The Shirley Ware Education Center (SWEC) is a nonprofit organization that provides education and training opportunities to community members and healthcare workers statewide. Located in Oakland, SWEC will partner with its sister agency, the SEIU UHW-West Joint Employer Education Fund (Education Fund) to execute this project. The Education Fund operates as a nonprofit organization and partners with California healthcare employers to form a joint labor-management partnership to serve the needs of employers and union workers. The Education Fund is a Taft-Hartley education benefit fund whose services are negotiated into collective bargaining agreements between employers and unions and is funded by employer contributions. SWEC has been integrated into the work of the Education Fund and will pay its sister organization and participating training vendors to provide training in this project. Both the SWEC and Education Fund organizations share oversight boards and an Executive Director. This will be SWEC’s third ETP contract, and it’s third in the last five years.

The SEIU UHW-West, SEIU Local 102, and SEIU Local 121RN, the unions who represent the trainees participating, fully support the proposed training and have played an active role in shaping the goals for the program. Further, The Education Fund receives funding from the California Workforce Development Board on its High Road Training Partner program. SWEC is eligible as a

Hybrid MEC model. These entities are formed for the specific purpose of providing training to employees in partnership with labor unions. As such, they have a discreet membership that is driven by signatories representing labor and employers and are not required to submit union support letters or employer demand, as both of the items are inherent in the entity's structure.

PROJECT DETAILS

SWEC is committed to diversity, equity, and inclusion in the workforce and communities across the state. As such, it works to expand opportunities for career advancement to create a diverse talent pipeline that reflects individual communities' needs in the healthcare industry. Currently, approximately 70% of trainees are people of color and 80% of trainees are women.

Training in this proposal will be for 192 workers to upgrade their skills to prepare for the Medical Assistant occupation. Medical assistants with a clinical background perform various clinical tasks including assisting with the administration of medications and with minor procedures, performing an EKG electrocardiogram, obtaining laboratory specimens for testing, educating patients, and other related tasks. All trainees are currently employed by the participating employers and upon completion of training will be placed in Medical Assistant jobs in Kaiser Permanente Hospitals.

In addition to training, SWEC and the Education Fund offer comprehensive career advancement services, including counseling and a variety of programs designed to help healthcare workers succeed in their current position and/or move up into a new and higher paying job in the healthcare industry.

Training Plan

For the Medical Assistant program, the Education Fund partners with San Francisco State University to deliver online classes across the state. All training will be delivered via Class/Lab and E-Learning in the following:

Medical Skills-Didactic Training: Training will equip trainees with necessary skills to work independently in their new roles. This training will be delivered on understanding how to use new equipment, new procedures, and improve overall quality of patient care at each healthcare facility. Training will include topics such as Anatomy and Physiology, Vital Signs and Documentation and Medical Terminology.

Computer Skills: Training will include software and computer skills for trainees to work with digital platforms. Training will include topics such as Advanced Zoom, Online Human Resource Management Systems and Advanced Email.

Literacy Skills: Training will provide additional skills training for those who do not speak English as their first language. This training will allow staff to learn industry-specific English so that they can communicate more effectively with patients and co-workers.

Continuous Improvement: Training will provide trainees with the ability to learn to efficiently manage projects and work in a team environment. Topics include Project Management, Leadership Skills, Decision Making Skills, and Change Management.

Commitment to Training

The employers provide new hire orientation, on-the-job and safety training. ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law. ETP funded training in this project will deepen the commitment to training and allow SWEC and the Education Fund.

➤ Training Infrastructure

The Director of External Relations will coordinate with the training sites and with the ETP subcontractor to process the training rosters compliance and invoice according to ETP regulations. Training will occur at respective training sites located in Northern and Southern California. There are 10 full-time staff to assist with scheduling of training.

Impact/Outcome

Trainees included in this project will take the appropriate certification exams set by the governing bodies and organizations. Medical Assistants will received their Certified Clinical Medical Assistant Certification.

Marketing and Support Costs

SWEC requests, and staff supports, 8% support costs to perform outreach and recruitment for the program through websites, mailers, informational sessions, and employer engagement. There are 10 full time staff that will assist with marketing, recruitment and needs assessments.

Trainer Qualifications

The curriculum for the trainees is a combination of state-approved standards blended with community specific needs to ensure trainees can pass statewide industry standards certification exams and meet the needs of the community. Training will be provided by in-house experts from the Education Fund and vendors as needed.

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 Expansion Contract

SWEC has an active contract with ETP under the Expansion Funds, with a term of 12/20/21 to 12/19/23. This project that was recently approved at the December 2021 panel meeting, and as such, performance is yet to be tracked.

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	Potential Earnings (Based on Tracked Hours) (\$ %)
*ET21-0142	\$173,790	7/27/20 – 7/26/22	45	0	0	\$113,997 (65%)

*ET21-0142: Based on ETP Systems, reimbursable hours have been tracked for potential earnings of \$113,997 (65% of approved amount). The Contract is currently in the process of uploading more hours and projects final earnings of 100% based on training currently committed to by employers and in progress through contract closeout.

DEVELOPMENT SERVICES

Strategy Workplace Communications in Alameda and California Labor Federation in Oakland assisted with development of this proposal at no fee.

ADMINISTRATIVE SERVICES

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

TRAINING VENDORS

San Francisco State University will provide Medical Assistant Training.

Other trainers will be identified as they are retained.

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

8 - 200

Trainees may receive any of the following:

MEDICAL SKILLS – DIDACTIC

- Responsibilities of the Clinical Medical Assistant
- Introduction to Healthcare Facilities
- Medical Terminology
- Anatomy and Physiology
- Circulation of the Heart and Blood Vessels
- Care and Safety of Patients
- Medical and Legal Aspects of Care
- Confidentiality and Health Insurance Portability and Accountability Act
- Effective Verbal and Non-Verbal Communication
- Interpersonal Skills and Human Behavior
- Aseptic Techniques
- Infection Prevention
- Universal Precautions
- Proper Use and Disposal of Biohazards and Sharps
- Documenting Patient Medical Histories
- Updating Patient Medical Files
- Vital Signs and Documentation
- Applying Sterile Dressings
- Preparing Patients for X-Rays
- Performing Injections
- Administering Oral Medications
- Proper Medication Usage
- Phlebotomy
- Venipunctures and Capillary Sampling
- Collecting Specimen and Point of Care Testing
- Performing EKGs and EKG Strip Analysis (P,Q,R,S,T Wave Form)

COMPUTER SKILLS

- Advanced Email
- Intermediate Microsoft Word
- Intermediate Microsoft Excel
- Online Human Resources Management Systems
- Advanced Zoom

CONTINUOUS IMPROVEMENT

- Project Management
- Leadership Skills
- Decision Making
- Team Building
- Change Management
- Effective Meetings

LITERACY SKILLS

- Vocational English Second Language

Literacy Training cannot exceed 45% 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.



Employment Training Panel

**LIST OF PROPOSALS \leq \$75,000 APPROVED
BY DELEGATION ORDER FOR 01/18/22 – 03/15/22**

<i>Project</i>		<i>Approved Date</i>	<i>Approved Amount</i>
ET22-0264	Darin Fong & Associates, Inc. Consulting Structural Engineers	02/24/22	\$11,730
ET22-0256	Multispan, Inc.	02/18/22	\$39,100
ET22-0266	Nwestco LLC	03/14/22	\$34,638
ET22-0254	Red Door Interactive, Inc.	02/22/22	\$43,700
ET22-0271	Scram of California, Inc.	03/02/22	\$74,520
ET22-0243	Terrakotto, Inc. dba Laguna Clay	02/02/22	\$56,580
ET22-0277	Trinity Safety Company LLC	03/15/22	\$68,655
ET22-0262	Trofholz Technologies, Inc.	03/14/22	\$32,200

Total -----\$358,133



**EXPANSION FUNDS
RETRAINEE-JOB CREATION
Training Proposal for:**

**Darin Fong & Associates, Inc. Consulting Structural
Engineers**

Delegation \leq \$75,000 Single Employer

Contract Number: ET22-0264

Approval Date: February 24, 2022

Panel Meeting of: March 25, 2022

ETP Regional Office: San Diego

Analyst: S. Phillips

PROJECT PROFILE

Contract Attributes:	Priority Rate Retrainee Job Creation Initiative SB <100 Expansion Funds (Alt/Gen)	Industry Sector(s):	Services (G) Professional, Scientific Technology (54) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Orange County	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>	6%		
<u>Managers/Supervisors:</u> (% of total trainees)	13%		

In-Kind Contribution
\$15,000

Total ETP Funding
\$11,730

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:	Entry Level Structural Designer, Designer, Structural Designer, Senior Project Designer, Structural Engineer, Assistant CAD Manager, CAD Manager, Project Manager, 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 Comm Skills PL-Business Skills PL-Comm. Skills OSHA 10/30	15	8-200	0	\$690	\$25.00
				Weighted Avg: 30			
2	Retrainee Job Creation Priority SB<100	Business Skills Comm Skills PL-Business Skills PL-Comm. Skills OSHA 10/30	2	8-200	0	\$690	\$17.81
				Weighted Avg: 30			

*Post-Retention Wage is the Contractual Wage

Minimum Wage by County: Job Number 1: (Retrainee) - \$21.57/ hr. for Orange County; Job Number 2: (Job Creation) - \$17.81/ hr. for Orange County.
Health Benefits: Used to meet the Post-Retention Wage?: Yes No
 Although employer provides health benefits, they are not being used to meet the Post-Retention Wage.

OVERVIEW

Year Company Founded:	2019	Company Headquarters: <input checked="" type="checkbox"/> Single location
Facility location(s) where training will occur	<ul style="list-style-type: none"> Brea, CA (Orange County) 	

Nature of Business:	<ul style="list-style-type: none"> Darin Fong & Associates, Inc. Construction Structural Engineers (DFA) is a structural engineering firm that specializes in ground up construction, improvements, seismic retrofits and remodels. Known as the "Design Team", DFA is listed as the Structural Engineer of Record (SEOR)
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	responsible for sealing drawings, reports or documents for projects handled by the firm.
Customer Base:	<ul style="list-style-type: none"> Customers include the Goodman Commerce Center Eastvale, Martin Luther King Jr. Community Health Medical Offices, ALDO Regional Headquarters and Distribution Center, and the Skechers Logistics Facility Expansion (currently under construction.)

Business / Industry Needs / Changes	<ul style="list-style-type: none"> DFA's has seen an increase in demand for its services. As a result, the company has expanded its offerings to include retrofit and carbon footprint upgrades to older equipment. As such, all employees must be up to speed on industry standards, laws, regulations and practices ensure the company can continue to secure-projects in the future as well as provide cost effective solutions to its clients. As standards are constantly evolving, so too has technology and software. The company is now in the process of introducing new technology ensure DFA can continue to provide the best level of cost efficient service to its clients. Finally, DFA is a relatively new company and is seeking to introduce a training plan.
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Training Plan:

Need for Training:	<ul style="list-style-type: none"> As a result of the evolving standards and regulations, trainees will receive continuous improvement training to ensure the company stays up to date in current standards and regulations. This will further company expansion and offerings to ensure job security for all employees. The company is introducing new CAD management software, which will ensure efficiency and cost effective solutions for clients moving forward. Over a two year period, DFA will add an additional two (2) staff to its workforce. Newly hired staff will receive training necessary to obtain the skills to ensure that DFA will keep up with customer demand and regulatory standards as well reduce overall costs for each project undertaken.
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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

Business Skills	Commercial Skills	Computer Skills
PL – Business Skills	PL- Commercial Skills	PL- Computer Skills

Certified Safety Training	<input checked="" type="checkbox"/> OSHA 10/30 <input type="checkbox"/> HAZWOPER <input type="checkbox"/> Hazardous Materials (HAZMAT)
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Productive Laboratory	Justification: <input type="checkbox"/> New Equipment <input type="checkbox"/> New Production Procedures <input checked="" type="checkbox"/> Certification Standards
	Trainees can receive up to 24 hrs PL Hours per-trainee
	Occupations Receiving PL Training: Entry Level Structural Designer, Designer, Structural Designer, Senior Project Designer, Structural Engineer, Assistant CAD Manager, CAD Manager, Project Manager

The PL instructor must be dedicated to training, at a ratio of 1:2.	
Ratio Higher than 1:1	Production and/or production process requires a team of workers.

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: This project will be overseen and managed by the Chief Financial Officer, Chief Executive Officer and the Human Resources Manager.
<ul style="list-style-type: none"> Trainers: <input checked="" type="checkbox"/> In-house – Types of Training: Business Skills; Commercial Skills. <input checked="" type="checkbox"/> Vendor – Types of Training by vendor: TBD

<ul style="list-style-type: none">• Administration: Human Resources Manager will be responsible for project administration of this project. This includes trainee enrollment as well as trainee hour input into ETP's systems. <input checked="" type="checkbox"/> In-house <input type="checkbox"/> Subcontractor

SUBCONTRACTORS

Subcontractor Type	Subcontractor Name	City	Cost / %
Development	N/A	N/A	N/A
Administrative	N/A	N/A	N/A
Training Vendors	TBD	TBD	TBD

Exhibit B: Curriculum

Class/Lab/ E-Learning Hours

8-200 Trainees may receive any of the following:

BUSINESS SKILLS

- Customer Acquisition / Sales
- Customer Interaction / Quality Control
- Office Equipment Operations
- Proposal Procedures
- Standard Business Operation Procedures

COMPUTER SKILLS

- Software Training

COMMERCIAL SKILLS

- Engineering Standards
- New Technology

OSHA 10/30

- OSHA 10
- OSHA 30

Productive Lab Hours (Ratio of 1:2)

0-24 Trainees may receive any of the following:

BUSINESS SKILLS

- Customer Acquisition / Sales
- Customer Interaction / Quality Control
- Office Equipment Operations
- Proposal Procedures
- Standard Business Operation Procedures

COMMERCIAL SKILLS

- Engineering Standards
- New Technology

COMPUTER SKILLS

- Software Training



RETRAINEE-JOB CREATION
Training Proposal for:
Multispan, Inc.

Delegation ≤ \$75,000 Single Employer

Contract Number: ET22-0256

Approval Date: February 18, 2022

Panel Meeting of: March 25, 2022

ETP Regional Office: San Francisco Bay Area

Analyst: A. Salinas

PROJECT PROFILE

Contract Attributes:	SB <100 Retrainee Priority Rate Job Creation Initiative	Industry Sector(s):	Other (J) Biotechnology and Life Sciences (54+) 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: 8	U.S.: 8	Worldwide: 8
<u>Turnover Rate:</u>	0%		
<u>Managers/Supervisors:</u> (% of total trainees)	N/A		

In-Kind Contribution
\$233,205

Total ETP Funding
\$39,100

Small Business Only:	Owner <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Contract Term <input type="checkbox"/> One Year <input checked="" type="checkbox"/> Two Year
Occupations to be Trained:	Lab Technician, Research Associate, Scientist, Operations/Administrative Support

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 SB<100 Priority	Mfg. Skills, Computer Skills, PL-Mfg. Skills	6	8-200	0	\$2,300	\$23.53
				Weighted Avg: 100			
2	Job Creation Retrainee SB<100 Priority	Mfg. Skills, Computer Skills, PL-Mfg. Skills	11	8-200	0	\$2,300	\$21.42
				Weighted Avg: 100			

*Post-Retention Wage is the Contractual Wage

Minimum Wage by County: Job Number 1: \$23.53 per hour for Alameda County
Job Number 2 (Job Creation): \$19.61 per hour for Alameda County
Health Benefits: Used to meet the Post-Retention Wage?: Yes No
Up to \$2.11 per hour may be used to meet the Post-Retention Wage for Job Number 1.

OVERVIEW

Year Company Founded:	2004	Company Headquarters: <input checked="" type="checkbox"/> Single location Hayward, CA
Facility location(s) where training will occur	<ul style="list-style-type: none"> Hayward (Alameda County) 	
Customer Base:	<ul style="list-style-type: none"> Universities Biotech companies Pharmaceuticals Research institutes 	
Nature of Business:	<ul style="list-style-type: none"> Cell engineering Assay development Compound screening for new drug development 	

<p>Business / Industry Needs / Changes</p>	<ul style="list-style-type: none"> • Increased customer demand for cell engineering, assay (lab test for measurement of specific substances) development, and compound screening. • Anticipated need to recruit and train new and existing employees to handle industry growth and market demand. • Plans for expansion of current product line and new drug discovery programs; specifically for increased production capacity for more cell lines, assays, and compound screening panels. • New equipment such as Biomek automated workstations and new FACSAria cell sorting machinery. • New viral high throughput screening assays.
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Training Plan:

<p>Need for Training:</p>	<ul style="list-style-type: none"> • Laboratory training in both a simulated-work environment for trainees to do mock experiments on cells, reagents, and equipment and in a production-work environment as on-the-job training (OJT). • Project-management software (Asana Software). • Cross training for both new and incumbent workers. • Standard operation procedures for cell culturing, liquid handling, inventory, assays, and quality control.
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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
 Productive Lab

<p>Manufacturing Skills</p>	<p>Computer Skills</p>	<p>PL- Manufacturing Skills</p>
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<p>Productive Laboratory</p>	<p>Justification:</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> New Equipment <input checked="" type="checkbox"/> New Production Procedures
	<p>0-100 PL Hours per-trainee</p>
	<p>Occupations Receiving PL Training:</p> <ul style="list-style-type: none"> • Scientists • Lab Technicians • Research Associates

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; or, <input checked="" type="checkbox"/> Expanding existing business capacity by adding a new production shift
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Training Hours

<input checked="" type="checkbox"/> Weighted Average Hours over 45	100 hours for both Job Numbers 1 and 2
<p>For the biotechnology industry, hours of OJT training required exceed those of a normal industry. The need for increased training hours is relevant to learning to manage hazardous materials, difficult machinery, and acute-laboratory procedures necessary for biotech production. This specifically applies to the job responsibilities and skills for the occupations Lab Technicians, Research Associates and Scientists.</p>	

Temp-to-Perm

Average days to convert temporary workers to full time permanent employment.	90 days
Employer-paid healthcare premiums while on temporary status.	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Temp to Perm health benefits will be provided after 90 days of hiring.

Training Infrastructure & Administrative Plan

• Project Oversight:	The CEO will oversee project administration. Administrative Support trainees under Job Creation may assist with these administrative tasks given a period of sufficient training during the contract term. The company’s headquartered facility in Hayward is the only location in the company, and as such will be the only location where administrative efforts are necessary.
• Trainers:	Training will be delivered by in-house experts and cross-training opportunities within the company’s specific departments. <input checked="" type="checkbox"/> In-house – Types of Training: Manufacturing Skills, Computer Skills, and PL- Manufacturing Skills
• Administration:	The CEO (dedicated administrator) will administer all facets of the project. Trainees under the Administrative Support (Job Creation) occupation may later on assist with ETP administration after proper instruction and on-boarding efforts are completed. <input checked="" type="checkbox"/> In-house

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/E-Learning Hours**

8-200

Trainees may receive any of the following:

MANUFACTURING SKILLS

- Lab Experimentation Processes
 - Assay Development
 - Compound Screening
 - Proper Substance Mixture Ratios
- Utilizing Cell Samples
 - Cell Engineering
 - Application of Cell Modifying Chemical Compounds
 - Petri Dish Monitoring
- Managing Reagents
 - Chemical Analysis
 - Responsible Reagent Waste Disposal
- Lab Equipment Functionality
 - Maintaining Equipment Integrity
 - Handling Mechanical Parts
 - Input and Extraction of Testing Data
- Managing Lab Processes
 - Lab Best Practices
 - Proper Materials Transport and Storage
 - Keeping a Clean and Organized Workstation
- Delivering Accurate Data Inputs

COMPUTER SKILLS

- Asana (Project Management Software)
- Prism Software (Enterprise Content Management)
- Trello (Web-based List-making Application)

PL Hours (Ratio 1:1)

0-100

MANUFACTURING SKILLS

- Lab Standard Operating Procedures
 - Operation of New Equipment (FACS Aria Flow Cytometer, BioMek Liquidator)
 - Use and Maintenance of Lab Tools
 - Preparing the Lab for Production and Experimentation
- Cell Culturing and Transfection to DNA
- Liquid Handling
- Inventory Management
- Assay Measures and Development
- Quality Control
- Chemical Compound Screening

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.



**EXPANSION FUNDS
RETRAINEE-JOB CREATION
Training Proposal for:
NWESTCO LLC**

Delegation ≤ \$75,000 Single Employer

Contract Number: ET22-0266

Approval Date: March 14, 2022

Panel Meeting of: March 25, 2022

ETP Regional Office: San Diego

Analyst: S. Phillips

PROJECT PROFILE

Contract Attributes:	Priority Rate Retrainee Job Creation Initiative HUA SB <100 Expansion Funds (Alt/Gen)	Industry Sector(s):	Manufacturing (E) Manufacturing (33) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Fresno	Repeat Contractor:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Number of Employees in:	CA: 33	U.S.: 33	Worldwide: 33
<u>Turnover Rate:</u>	11%		
<u>Managers/Supervisors:</u> (% of total trainees)	0%		

In-Kind Contribution
\$36,000

Total ETP Funding
\$34,638

Small Business Only:	Owner <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Contract Term <input type="checkbox"/> One Year <input checked="" type="checkbox"/> Two Year
HUA Only:	Number of trainees in HUA location: 35
Occupations to be Trained:	Frontline Managers, Administration Staff, Construction Staff (Responsible for digging, trenching and shoring for underground tanks), Sales Staff, Supervisors, Technicians, Warehouse Staff (responsible for housing inventory), Testers, 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 HUA	Business Skills Computer Skills Continuous Impr. Comm Skills HazMat PL-Comm. Skills	33	8-60	0	\$966	\$16.62
				Weighted Avg: 42			
2	Retrainee Job Creation Priority SB<100 HUA	Business Skills Computer Skills Continuous Impr. Comm Skills HazMat PL-Comm. Skills	2	8-60	0	\$1,380	\$15.00
				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. *ETP Required Wage floats down to a High Unemployment Area wage modification if trainees in Job number are located in an HUA, regardless if they are requesting a wage modification.

<p>Minimum Wage by County: Job Number 1 (Retrainee - HUA): \$16.17 per hour for Fresno County; Job Number 2 (HUA – Job Creation): \$15.00 per hour for Fresno County.</p> <p>Health Benefits: Used to meet the Post-Retention Wage?: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Although employer provides health benefits, they are not being used to meet the Post-Retention Wage.</p>

OVERVIEW

Year Company Founded:	1987	Company Headquarters: <input checked="" type="checkbox"/> <i>Single location</i> Fresno, CA
Facility location(s) where training will occur		<ul style="list-style-type: none"> • Fresno, CA

Nature of Business:	<ul style="list-style-type: none"> • Nwestco LLC (Nwestco) specializes in manufacture of petroleum equipment. • The Company also offers petroleum and car wash products, providing installation and testing services.
Customer Base:	<ul style="list-style-type: none"> • Customers include Fueling Stations, Convenience Stores, Truck Stops, Car Washes, Military Installations, and Airports.

Business / Industry Needs / Changes	<ul style="list-style-type: none"> • The company is in the process of installing new computer systems, which include NetSuite and FieldPointe. • Nwestco is upgrading its services by offering Gilbarco, which is a cutting edge convenience store technology/ fuel dispensers that enhance customer’s experience at the pump. This new technology comes with increased tank monitoring systems that have been vetted to meet new federal regulations. • The company will introduce Verifone Point of Service Systems, which will assist in the installation and repair of systems installed by the company.
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Training Plan:

Need for Training:	<ul style="list-style-type: none"> • The introduction of new systems and technology, requires the need for extensive training. Extensive training will focus on NetSuite, FieldPoint and Verifone systems. • Training will ensure that trainees can gain the skills necessary to address company demands as well as problem solve in the field. • Expansion of services and increased demand for current services; the company has committed to hiring 2 new hires (Job number 2 – Job Creation), over the two year period. These trainees will receive training necessary to acquire the skills to keep abreast with company demands as well as effectively respond in the field.
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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

Business Skills	Computer Skills	Commercial Skills
Continuous Improvement	HazMat	PL – Commercial Skills

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 type="checkbox"/> New Production Procedures <input type="checkbox"/> Certification Standards
	8 PL Hours per-trainee
	Occupations Receiving PL Training: Construction Staff, Sales Staff, Testers, Technicians and Warehouse Staff

The PL instructor must be dedicated to training, at a ratio of 1:2.

Ratio Higher than 1:1	Production and/or production process requires a team of 2 workers.
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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 Hours

<input checked="" type="checkbox"/> Weighted Average Hours over 45	60 Hours Weighted Avg. over 45 proposed
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The training required for the new technology and systems mentioned above is highly technical. The trainees are relatively unskilled in these areas. They must attain a working knowledge of the relevant systems which include: fuel systems, Vapor Recovery systems, Point of sale system, and spill/leak mediation systems. This will likely exceed the 60 hours requested by the Company. As such, the company is requesting up to 60 hours of training for Job Number 2.

Training Infrastructure & Administrative Plan

<ul style="list-style-type: none"> • Project Oversight: Supervisors will oversee training sessions, gather signatures and submit rosters to project champion. The project champion will provide quality control prior to forwarding training documentation to the Administrative subcontractor, Strategic Business Solutions, who will assist with project administration.
<ul style="list-style-type: none"> • Trainers: <ul style="list-style-type: none"> ☒ In-house – Types of Training: Business Skills, Continuous Improvement, Computer Skills, Commercial Skills, HAZMAT and P/L for Commercial Skills. ☒ Vendor – Types of Training by vendor: TBD
<ul style="list-style-type: none"> • Administration: The Human Resource Department will be responsible for collecting and maintain training documentation. Further, an administrative Subcontractor, Strategic Business Solutions, LLC will assist with project administration. <ul style="list-style-type: none"> ☒ In-house ☒ Subcontractor

SUBCONTRACTORS

Subcontractor Type	Subcontractor Name	City	Cost / %
Development	Strategic Business Solutions, LLC	Visalia, CA	\$5,250
Administrative	Strategic Business Solutions, LLC	Visalia, CA	Not to exceed 13% of Funding earned
Training Vendors	TBD	TBD	TBD

Exhibit B: Menu Curriculum

Class/Lab/E-Learning Hours

8-60 Trainees may receive any of the following:

Business Skills

- Account Development
- Customer Service
- Purchasing Best Practices (APICS)
- Effective Communications
- Estimates, Proposals, and Contracts

Computer Skills

- NetSuite Computer System Training
- FieldPointe Computer Training
- Microsoft 360 Applications

Continuous Improvement Skills

- LEAN Processes
- Teambuilding
- Leadership

Commercial Skills

- Gilbarco Product Training
- Gilbarco European EMV Training
- Veeder Root Product Training
- Verifone point of Service System Training
- Trenching , Shoring Best Practices
- Backhoe Operation

Hazardous Materials Skills

- HAZMAT Training

PL Hours (1:2)

0-10 Trainees may receive any of the following:

Commercial Skills

- Gilbarco Product Training
- Gilbarco European EMV Training
- Veeder Root Product Training
- Verifone point of Service System Training
- Trenching , Shoring Best Practices
- Backhoe Operation

Note: Reimbursement for retraining is capped at 60 total training hours per trainee, regardless of the method of delivery.



**RETRAINEE-JOB CREATION
Training Proposal for:
Red Door Interactive, Inc.**

Delegation ≤ \$75,000 Single Employer

Contract Number: ET22-0254

Approval Date: February 22, 2022

Panel Meeting of: March 25, 2022

ETP Regional Office: San Diego

Analyst: J. Lima

PROJECT PROFILE

Contract Attributes:	SB <100 Priority Rate Retrainee Job Creation Initiative	Industry Sector(s):	Services (G) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	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: 64	U.S.: 79	Worldwide: 79
<u>Turnover Rate:</u>	5%		
<u>Managers/Supervisors:</u> (% of total trainees)	17%		

In-Kind Contribution
\$108,624.52

Total ETP Funding
\$43,700

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 Support Staff; IT Staff; Managers/Supervisors; Owners; Professional Staff; Technical Project Management

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 Comm Skills Computer Skills Continuous Impr. PL-Business Skills PL-Computer Skills PL-Commercial Skills	64	8-200	0-88	\$575	\$21.57
				Weighted Avg: 25			
2	Job Creation Priority SB<100 Retrainee	Business Skills Comm Skills Computer Skills Continuous Impr. PL-Business Skills PL-Computer Skills PL-Commercial Skills	10	8-200	0-88	\$690	\$20.20
				Weighted Avg: 30			

*Post-Retention Wage is the Contractual Wage

Minimum Wage by County: Job 1: (\$21.57) San Diego County; Job 2: (\$17.89) San Diego County

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

Up to \$1.37 per hour may be used to meet the Post-Retention Wage for Job 1.

OVERVIEW

Year Company Founded:	2002	Company Headquarters: <input type="checkbox"/> Single location San Diego, CA
Facility Locations Outside CA	<ul style="list-style-type: none"> Denver, CO 	
Facility location(s) where training will occur	<ul style="list-style-type: none"> San Diego, CA (San Diego County) 	
Nature of Business:	<ul style="list-style-type: none"> Red Door Interactive, Inc. (Red Door) provides creative internet strategy and design; marketing and advertising; user experience and information 	

	<p>architecture; branding and personas; digital analytics; software architecture and programming services. Specifically, the Company provides user interaction planning; integrated marketing efforts across channels such as email marketing, online media, search engine optimization, and pay-per-click media buys; digital analytics with site testing and optimization; and website/application development.</p>
<p>Customer Base:</p>	<ul style="list-style-type: none"> • Medium-sized companies and large companies such as: Shea Homes, Trilogy, Point Loma Nazarene University, Bosch & Thermador Appliances, Sharp Healthcare, and Rubio’s Fish Tacos etc.

<p>Business / Industry Needs / Changes</p>	<p>Due to constant changes in marketing platforms, the Company is focusing on:</p> <ul style="list-style-type: none"> • Increase leadership training and improve manager onboarding training plans to ensure employees and managers are aligned and productive • Increase employee professional skills, new technologies and methodologies needed to evolve to the frequent changes in the marketing industry. • Improve services to support more customers to prepare for direct-consumer sales and the expansion of e-commerce.
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Training Plan:

<p>Need for Training:</p>	<ul style="list-style-type: none"> • To meet the aforementioned strategic plan to support client needs, internal needs, as well as keep pace technological and industry changes, the Company is committed to providing an extensive training program focused on: 1) Innovative practices to bring in new services and solve marketing problems in new industries; 2) new technology and marketing platforms that provide audience data and support marketing recommendations; and 3) Implement Standard Operating Procedures (SOPs) to improve efficiencies and incorporate new data protection and digital security practices. 4) Additional leadership training to improve internal practices.
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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

Business Skills	Commercial Skills	Computer Skills
Continuous Improvement	Business Skills - PL	Commercial Skills - PL
Computer Skills - PL		

Productive Laboratory	Justification: <input type="checkbox"/> New Equipment <input checked="" type="checkbox"/> New Production Procedures <input checked="" type="checkbox"/> Certification Standards
	10 PL Hours per-trainee
	Occupations Receiving PL Training: Administrative Support Staff; IT Staff; Managers/Supervisors; Professional Staff; Technical Project Management
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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Temp-to-Perm

Average days to convert temporary workers to full time permanent employment.	4 months
Employer-paid healthcare premiums while on temporary status.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No It is expected that these workers will receive employer-paid health benefits immediately upon hire.

Training Infrastructure & Administrative Plan

<ul style="list-style-type: none"> Project Oversight: Red Door’s Administrative Support Staff of HR Specialist, Organizational Development Specialist and HR Manager will oversee the project. Red Door has a detailed training plan in place and are ready to begin training upon approval.
<ul style="list-style-type: none"> Trainers: <input checked="" type="checkbox"/> In-house – Types of Training: Business Skills; Computer Skills; Commercial Skills; Continuous Improvement <input type="checkbox"/> Vendor – Types of Training by vendor: TBD

- **Administration:**

Red Door's Administrative Support Staff of HR Specialist, Organizational Development Specialist and HR Manager will coordinate the ETP employee enrollment information and roster gathering/compliance.

In-house

Subcontractor

Repeat Contract

<ul style="list-style-type: none"> • Number Of Contracts in last 5 years: 	3
<ul style="list-style-type: none"> • Training provided / focus in last Contract: 	This will be the fifth Agreement between ETP and Red Door, and the third in the last five years. With ETP funding, the Company was able to standardize work processes and deliver formal, structured training. In previous ETP Agreements, Red Door provided training plans that addressed the changing technology affecting clients' websites, social media, and on-line businesses.
<ul style="list-style-type: none"> • Difference in Training Plan: 	Training in this proposal will mainly focus on leadership skills throughout its staff in addition to learning new processes to give employees higher skill sets. These training topics will build upon the skill sets of the previous contract. Training will not be duplicated.

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 \$ %
ET19-0364	San Diego	12/14/18 – 12/13/20	\$62,400	\$44,019.48* (71%)
ET17-0109	San Diego	7/5/16 – 7/4/18	\$41,600	\$41,600 (100%)

*ET19-0364 – Performed lower than expected due to a change in administration staff focused on coordinating the project, and the unexpected need to change various training plans for COVID safety. Red Door has made changes to make sure its future project is successful with the increased management of the training plan implementation and administrative staff with experience in the ETP program and its requirements.

SUBCONTRACTORS

Subcontractor Type	Subcontractor Name	City	Cost / %
Development	N/A	N/A	N/A
Administrative	N/A	N/A	N/A
Training Vendors	TBD	TBD	TBD

Exhibit B: Menu Curriculum

Class/Lab/E-Learning Hours

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

Business Skills

- Financial Acumen:
 - Client Services - Investments
 - Pricing Studies
 - Profitability Projections
 - Revenue Projections
 - Situational Pricing Methods
 - Financials for Technical & Professional Staff
- Interpersonal Skills:
 - SLII Introduction
 - SLII for Matrix Managers
 - SLII for Managers - Launch
 - SLII for Managers - Goal Setting
 - SLII for Managers - Diagnosing
 - SLII for Managers - Matching
- SOP:
 - Budget & Scope Management
 - Client RFP Review
 - Demand & Capacity
 - Growth-Driven Design
 - GTM Tracking
 - Industry Cross-Training
 - Media Planning
 - POSTT Framework
 - Risk Brainstorm Process
 - Topgrading Introduction
 - Wireframe workshop process
 - Time Management

Commercial Skills

- Analytics
 - Google Analytics 360
 - Conversion Value Modeling
- Industry Cross-training
 - DevOps
 - Social Media
 - Project Management
 - Client Services
 - Paid Media
 - Digital Analytics

- Creative
- Traffic Management
- New Products & Services:
 - Instagram features
 - Facebook Ads
 - SEO
 - Paid Media
 - Video marketing
 - Social Listening Analysis
- Digital Marketing Foundations

Computer Skills

- Accessibility
- App Development
- Data Science
- Machine Learning
- Programming
 - Database
 - Javascript
 - PHP
 - HTML
 - Front-end
 - Back-end

Continuous Improvement Skills

- Leadership Program
 - SLII for Managers: Overview
 - SLII for Managers: Goal Setting
 - SLII for Managers: Diagnosing
 - SLII for Managers: Matching
 - SLII for Matrix Managers
 - SLII - Introduction
 - Topgrading Introduction
 - Topgrading Virtual Bench
 - Topgrading: Interviewing Skills
- PM Methods & Tools:
 - Agile Release Planning
 - Sprint Planning
 - Project Plan Development
 - User Acceptance Testing
 - Website Launch
 - New Client Onboarding
 - Agenda Prep for Client Kickoff
 - RACI/RON Matrices
 - Project Management Fundamentals

- Manager Onboarding
 - Traffic Management
 - Recruiting & Virtual Bench
 - Managing a Manager
 - Managing PTO & Leave
 - Cover Your Costs - Forecasting
 - Budgeting
 - Navigating Career & Comp Conversations
 - Performance Management & Engagement
 - Onboarding New Hires
 - RDI Manager Tools & Platforms - Overview

PL Hours (1:1)

(0-10) Trainees may receive any of the following:

Business Skills

- Standard Operating Procedure:
 - Budget Management
 - WorkFront Project Plan Creation
 - Project Kickoff Deck
 - Project Timeline
 - RFP Creation

Commercial Skills

- Domo Dashboard Creation
- GTM Tracking
- WCAG Audit
- Creative Deliverables:
 - Creative Concepting
 - Campaign Concepting
 - Infographics Review
 - Banner Review

Computer Skills

- Programming:
 - Peer Code Review
 - Co-Coding

CBT Hours

(0-88)

Trainees may receive any of the following:

Business Skills

- Creating a Meeting Agenda (36 min)
- Developing Business Acumen (67 min)
- Leading Virtual Meetings (32 min)
- Note-Taking for Business Professionals (47 min)
- Building a Winning Enterprise Marketing Strategy (98 min)
- Storytelling (75 min)
- Leading Productive Meetings (75 min)
- Measuring Business Performance (90 min)
- Driving Productive Agile Meetings (60 min)

Commercial Skills

- React: Using TypeScript (52 min)
- Data Visualization: Storytelling (100 min)
- Learning App Store Optimization for iOS and Android (64 min)
- Local SEO (157 min)
- UX Foundations: Accessibility (80 min)
- UX Foundations: Information Architecture (117 min)
- UX Research Methods: Card Sorting (40 min)
- Accessibility for Web Design (124 min)
- TypeScript Essential Training (259 min)
- AdWords and Analytics: Remarketing (60 min)
- Blockchain Basics (60 min)
- Google AdWords Essential Training (180 min)
- Google AdWords Intermediate Techniques (75 min)
- Lead Generation Foundations (90 min)
- LinkedIn Marketing: Advertising (120 min)
- LinkedIn Sponsored Content (75 min)
- Digital Marketing Foundations (129 min)
- Search Engine Optimization (45 min)
- UX Design (60 min)
- UX Foundations: Prototyping (106 min)

Computer Skills

- After Effects Apprentice: 01 CC Pre-Roll (54 min)
- Learning JIRA Software (60 min)
- HTML Essential Training (360 min)
- JavaScript Essential Training (330 min)
- Sketch Essential Training: The Basics (120 min)
- Learning Cascading Style Sheets (180 min)

Continuous Improvement Skills

- Building Trust (58 min)
- Inclusive Leadership (59 min)
- Leading with Emotional Intelligence (62 min)
- Leading without Formal Authority (69 min)
- Agile at Work: Driving Productive Agile Meetings (47 min)
- Agile at Work: Planning with Agile User Stories (35 min)
- Agile Foundations (103 min)
- Confronting Bias: Thriving Across Our Differences (40 min)
- Diversity, Inclusion, and Belonging (47 min)
- Skills for Inclusive Conversations (53 min)
- Unconscious Bias (24 min)
- Agile Project Management Foundations (75 min)
- SLII for Managers - Diagnosing Leadership (60 min)
- SLII for Managers - Goal Setting (40 min)
- SLII for Managers- Matching Leadership (45 min)
- SLII for Managers - Situational Leadership Overview (30 min)
- Planning with Agile User Stories (60 min)
- Project Management Foundations: Small Projects (105 min)
- Time Management (165 min)
- Transitioning from Waterfall to Agile Project Management (90 min)
- Lean Six Sigma (79 min)
- Building Your Agile Team (60 min)
- Developing Leadership (90 min)
- Leading with Innovation (90 min)

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:
Scram of California, Inc.**

Delegation ≤ \$75,000 Single Employer

Contract Number: ET22-0271

Approval Date: March 2, 2022

Panel Meeting of: March 25, 2022

ETP Regional Office: San Diego

Analyst: J. Lima

PROJECT PROFILE

Contract Attributes:	SB <100 Priority Rate Retrainee Job Creation Initiative	Industry Sector(s):	Other (J) Healthcare (62) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Multi-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: 47	U.S.: 47	Worldwide: 47
<u>Turnover Rate:</u>	17%		
<u>Managers/Supervisors:</u> (% of total trainees)	N/A		

In-Kind Contribution
\$308,000

Total ETP Funding
\$74,520

Small Business Only:	Owner <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Contract Term <input type="checkbox"/> One Year <input checked="" type="checkbox"/> Two Year
Out-of-State Competition:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Occupations to be Trained:	Administrative Assistants; Inventory and Administrative Coordinator; Court Liaison; Scram Agent; Call Center Specialist; Program Manager; Program Development Manager; Vice President Operations; Director of Human Resources; Regional Director; Vice President Business Development; Director of Operations; Director of Quality Control and Assurance; COO; GPS Product Manager

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Priority Retrainee SB<100	Business Skills Computer Skills Continuous Impr.	44	8-200	0-23	\$1,380	\$21.57
				Weighted Avg: 60			
2	Job Creation Priority SB<100	Business Skills Computer Skills Continuous Impr.	10	8-200	0-23	\$1,380	\$17.64
				Weighted Avg: 60			

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

Minimum Wage by County: Job Number 1: \$23.53 for San Mateo County; \$21.73 for Los Angeles County; \$21.57 for Orange, San Diego, Fresno, Santa Barbara, Butte, Placer, San Bernardino, Monterey, Ventura, Sacramento and Kern Counties

Job Number 2 (Job Creation): \$19.61 for San Mateo County; \$18.11 Los Angeles County; \$17.81 for Orange County; \$17.89 for San Diego County ; \$17.64 for Fresno, Santa Barbara, Butte, Placer, San Bernardino, Monterey, Ventura, Sacramento and Kern 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 1 & 2.

OVERVIEW

Year Company Founded:	2010	Company Headquarters: <input type="checkbox"/> Single location San Diego, CA
Total Number of Facility locations in California	15	

<p>Facility location(s) where training will occur</p>	<ul style="list-style-type: none"> • San Diego (San Diego County); • Redwood City (San Mateo County); • Salinas (Monterey County); • Roseville (Placer County); • Chico (Butte County); • Sacramento (Sacramento County); • Fresno (Fresno County); • Bakersfield (Kern County); • Orange & Newport Beach (Orange County); • El Segundo (Los Angeles County); • Ontario (San Bernardino County); • Santa Barbara & Santa Maria (Santa Barbara County); • Ventura (Ventura County)
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<p>Nature of Business:</p>	<ul style="list-style-type: none"> • Scram provides full service home detention and electronic monitoring programs. The Company specializes in monitoring DUI offenders, and other alcohol related crimes.
<p>Customer Base:</p>	<ul style="list-style-type: none"> • The Company works directly with the courts, attorneys, probation departments, sheriffs and other agencies.

<p>Business / Industry Needs / Changes</p>	<ul style="list-style-type: none"> • Scram requires all employees to be up-to-date in the latest information to stay competitive and safe within the industry and current pandemic climate.
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Training Plan:

<p>Need for Training:</p>	<ul style="list-style-type: none"> • To stay competitive and relevant, the Company will train employees on up-to-date specialized solutions with its implementation of new technology and software which includes Pronto, Safe Justice Solutions, Touchpoint and a roll out of a credit card processor. • Scram must ensure employees are trained on the most up-to-date COVID safety practices and protocols.
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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

<p>Continuous Improvement</p>	<p>Business Skills</p>	<p>Computer Skills</p>
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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 Hours

<input checked="" type="checkbox"/> Weighted Average Hours over 45	60 Hours for Job 1 & 2
Scram must keep all staff current and up-to-date on protocols for the services it provides due to working with the legal system. This includes new technology and equipment roll out and expanding its customer base. The additional hours help provide its staff with higher job skills within this industry. The Company has also proven in a previous ETP Contracts it has the capability to reach these additional weighted average hours during a contract period.	

The following Modification(s) fall within Panel guidelines:

PEO

Scram uses the services of Insperity, a Professional Employer Organization (PEO). However, funding eligibility is based on the Contractor's qualifications, and Scram will be held solely responsible for performance under the ETP Contract. This Proposal has been reviewed by ETP staff to ensure compliance with all applicable guidelines, and Scram has been informed about the duty to make certain PEO representations in the ETP Contract; including, without limitation, that its PEO Agreement with Insperity clearly establishes the PEO as the party responsible for withholding and reporting Unemployment Insurance taxes, and that Insperity retains the exclusive right to direct and control the work performed by trainees, and to set the amount of their wages.

Training Infrastructure & Administrative Plan

<ul style="list-style-type: none"> • Project Oversight: The Director of HR and an Administrative Assistant will oversee the project. Leads from each facility will coordinate with headquarters. Scram has a detailed training plan in place and are ready to begin training upon approval.
<ul style="list-style-type: none"> • Trainers: <input checked="" type="checkbox"/> In-house – Types of Training: Business Skills; Computer Skills; Continuous Improvement Skills <input type="checkbox"/> Vendor – Types of Training by vendor: TBD
<ul style="list-style-type: none"> • Administration: <input type="checkbox"/> In-house <input checked="" type="checkbox"/> Subcontractor: Judith's Training Services, LLC

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 provided in the last contract focused on 2018/2019 equipment, software systems and quality assurance management.
<ul style="list-style-type: none"> • Difference in Training Plan: 	Scram's proposed contract will have a higher focus on COVID training; how to interact with the public and clients safely; additional training for new technology and software.

PRIOR PROJECTS

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

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
18CS-0203-000	San Diego	12/12/17 to 12/11/19	\$74,844	\$67,696 (91%)

SUBCONTRACTORS

Subcontractor Type	Subcontractor Name	City	Cost / %
Development	Judith's Training Services, LLC	Los Angeles	\$7,452 (10%)
Administrative	Judith's Training Services, LLC	Los Angeles	\$7,452 (10%)
Training Vendors	TBD	TBD	TBD

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

8-200

Trainees may receive any of the following:

BUSINESS SKILLS

- Inventory Control
- Strategic Planning
- Conflict Management
- Interpersonal Skills
- Customer Relations
- Identifying Customer Needs
- Telephone Skills
- Handling Customer Requests
- Resolving Complaints
- Customer Needs
- Customer Complaints
- Credit Card Processing
- Processing Cash Sales
- Refunds and Exchanges
- Voiding Transactions
- Product Knowledge
- Leadership
- Decision Making
- Motivation
- Team Building
- Administration
- Coaching Procedures
- Time Management
- Business Development
- Court Training
- Call Center Training
- Predictive Index Training - Behavioral Assessment
- AMS - Scram University Training

COMPUTER SKILLS

- Sure Court - Credit Card Merchant Processor
- Scram Systems - Scram Data Base
- Pronto
- Safe Justice Solution
- Microsoft (Intermediate to Advanced)
- Touchpoint

CONTINUOUS IMPROVEMENT SKILLS

- Problem Solving
- Drug Testing Procedures
- Team Building
- Quality Concepts

- Process Improvement
- Decision Making
- Leadership Skills for Frontline Workers
- Interpreting Charts and graphs
- Statistical Analysis
- Strategic Planning
- Evaluations
- Monitoring
- Cross Training in Production Equipment/Skills
- The Scram Way

Computer-Based Training Hours

0 - 23

CONTINUOUS IMPROVEMENT SKILLS

- AMS Learning (300 min)
- Scram Cam Fundamentals (150 min)
- Scram Inventory Management Training (150 min)
- GPS Level 1 – (150 min)
- GPS Level 2 – (150 min)
- House Arrest – (150 min)
- Remote Breath – Level 1 - (150 min)
- Touch Point – (150 min)

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:**

Terrakotta, Inc. dba Laguna Clay

Delegation \leq \$75,000 Single Employer

Contract Number: ET22-0243

Approval Date: February 2, 2022

Panel Meeting of: March 25, 2022

ETP Regional Office: North Hollywood

Analyst: J. Romero

PROJECT PROFILE

Contract Attributes:	Priority Rate Retrainee Job Creation Initiative	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: 80	U.S.: 110	Worldwide: 110
<u>Turnover Rate:</u>	10%		
<u>Managers/Supervisors:</u> (% of total trainees)	14%		

In-Kind Contribution)
\$75,385

Total ETP Funding
\$56,580

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:	Production Workers, Customer Service, Sales Staff, Administrative Staff, Supervisor/Manager, 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	Business Skills Computer Skills Mfg. Skills Continuous Impr. HazMat OSHA 10/30 PL-Mfg. Skills	80	8-200	0	\$621	\$21.73
				Weighted Avg: 27			
2	Job Creation Priority	Business Skills Computer Skills Mfg. Skills Continuous Impr. HazMat OSHA 10/30 PL-Mfg. Skills	10	8-200	0	\$690	\$18.11
				Weighted Avg 30			

Minimum Wage by County: Job 1: \$21.73 and Job 2: \$18.11 (Job Creation) in Los Angeles County

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 1 and Job 2.

OVERVIEW

Parent Company		Terrakotta, Inc. dba Laguna Clay (www.lagunaclay.com)	
Year Company Founded:	1976	Company Headquarters: <input checked="" type="checkbox"/> City of Industry, CA	
Facility Locations Outside CA		<ul style="list-style-type: none"> • Ohio • Florida 	

Facility location(s) where training will	<ul style="list-style-type: none"> City of Industry, CA
Nature of Business:	<ul style="list-style-type: none"> Manufactures clay pots, glazes, refractories and pottery equipment. Products include over 2,000 clay formulations in moist and dry clays, liquid glazes, kiln furniture, potters' wheels, kilns, spray booths and raw materials sold to different industries both nationwide and internationally.
Customer Base:	<ul style="list-style-type: none"> Schools, pottery distributors, potters, ceramicists and tile manufacturers.
Business / Industry Needs / Changes	<ul style="list-style-type: none"> Terrakotta experienced an increase in product demand since the pandemic began when most people turned their interest into gardening and house remodeling. This brought a surge in the demand of their products particularly, pottery and various clays used by tile manufacturers. Terrakotta developed new products, added a new production shift, subscribed to an E-Commerce platform (Online Sales) and upgraded their software on SAGE PFW ERP system to improve manufacturing processes and meet product demand.

Training Plan:

Need for Training:	<ul style="list-style-type: none"> Related training topics will provide skills for newly developed products and added a production shift. Training on software upgrades on Terrakotta ERP System (Sage PFW ERP) to allow efficiency in processing and fulfilling orders. Training on Subscription to E-Commerce Platform (Selling Products Online)
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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

Business Skills	Computer Skills	Continuous Improvement
Manufacturing Skills	HazMat	OSHA 10/30
PL – Manufacturing Skills		

Certified Safety Training	<input checked="" 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 type="checkbox"/> Certification Standards
	0-20 PL Hours per-trainee
	Occupations Receiving PL Training: Production Workers
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; or, <input checked="" type="checkbox"/> Expanding existing business capacity by adding a new production shift;
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Training Hours

<input type="checkbox"/> Weighted Average Hours over 45	Job 1 (27) and Job 2 (30) Average Hours
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The following Modification(s) fall within Panel guidelines:

Training Infrastructure & Administrative Plan

<ul style="list-style-type: none"> Project Oversight: Terrakotta spends approximately \$85,000 annually for training. The company has a detailed training plan in place and they are ready to begin training upon approval. For this ETP contract, Terrakotta has designated a team that includes the Vice President of Operations and the Human Resources Manager to oversee the ETP training and administration responsibilities. The company has retained Training Funding Source to assist in administration. The Company's HR Manager will collect rosters which will be transmitted to Training Funding Source (TFS).
<ul style="list-style-type: none"> Trainers: To Be Determined. <input checked="" type="checkbox"/> In-house – Types of Training: <input checked="" type="checkbox"/> Vendor – Types of Training by vendor:
<ul style="list-style-type: none"> Administration: Terrakotta retained Training Funding Source in Seal Beach to perform administrative services in connection with this proposal for a fee not to exceed 13% of payment earned. <input type="checkbox"/> In-house <input checked="" 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"> The training provided in prior contract focused primarily on Manufacturing Skills, PL Manufacturing Skills and Business Skills and initial training on the early stage of the company's newly implemented ERP System (SAGE).
<ul style="list-style-type: none"> Difference in Training Plan: 	<p>Under this new contract, training will focus on the system upgrades in the company's ERP system, E-Commerce Platform and recertification for OSHA 10. Training in this proposal also includes upgraded topics under Business Skills and Continuous Improvement.</p> <p>Training was disrupted by the pandemic, therefore, training could not be provided as planned on several topics in the prior contract. The Company will now offer that training in this contract to further benefit their current and newly hired employees.</p>

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 \$ %
ET18-0169	City of Industry	03/06/18 – 03/05/20	\$83,200	\$52,893 (63%)

Due to the disruption in the business operation caused by the pandemic, the training planned for this contract was not fully implemented which caused a 63% performance. For this new ETP proposal, Terrakotta is implementing a more structured training schedule that will accommodate the limitations of social distancing and will utilize e-Learning if needed.

SUBCONTRACTORS

Subcontractor Type	Subcontractor Name	City	Cost / %
Development	Training Funding Source	Seal Beach	\$5000.00
Administrative	Training Funding Source	Seal Beach	Fee not exceed 13% of payment earned.
Training Vendors	To Be Determined	To Be Determined	To Be Determined

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

8 – 200

Trainees may receive any of the following:

BUSINESS SKILLS

- Planning and Budgeting
- Product Knowledge and Development
- Sales Management in E-Commerce Platform
- Sales Techniques
- Financial Management
- Project Management
- Strategic Thinking
- Team Building and Leadership Training
- Coaching Skills
- Communication Skills
- Conflict Management
- Customer Service and Satisfaction
- Developing New Opportunities
- Hiring Skills
- Problem Solving and Decision Making
- Risk Management
- Time Management

COMPUTER SKILLS

- Adobe Illustrator
- Photoshop
- E-Commerce Platform for Online Selling
- Sage PFW ERP
 - Sage - Order Fulfillment and Processing
 - Sage - Account Management
 - Sage – Account Collections, Billing and Account Receivables
 - Batch Master
 - Sage Payment
 - Sage Payroll
- Microsoft Office (Word Excel, PowerPoint)
- Email Archiving

MANUFACTURING SKILLS

- Equipment Operation
 - Welding,
 - Mills
 - Lathes and Saws
- Forklift Training
- Bagging Machines
- Heat & Illness Prevention/Respiratory Protection
- Slip, Trips and Falls
- Job Costing
- Material Sourcing
- Materials Handling and Storage

- Power Tool Use and Guarding
- Site Logistics
- Storm Water Pollution Prevention Program (SWPPP)

CONTINUOUS IMPROVEMENT

- Manufacturing Principles
 - 5S
 - Kaizen
 - Kan-Ban Ordering System
- Productivity Improvement
- Quality Systems and Procedures
- Procurement/Supply Chain Training
- Quality Assurance and Control

HAZARDOUS MATERIALS

- Handling Gases and Flammable Liquids
- Hazard Communication (HazCom)
- Material Safety Data Sheet Training (MSDS)
- Toxic Substances and Infectious Disease

OSHA 10

- OSHA authorized Training on Critical Workplace Safety (requires 10 hours completion)

PL Hours

0 – 20

Trainees may receive any of the following:

MANUFACTURING SKILLS (PL) (ratio 1:1)

- Equipment Operation
 - Welding,
 - Mills
 - Lathes and Saws
- Forklift Operation
- Power Tool Use and Guarding
- Proper Blending of Clays and Glazes
- Operating Bagging Machines
- SAGE PFW ERP System – Product Identification

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

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:
Trinity Safety Company LLC

Delegation ≤ \$75,000 Single Employer

Contract Number: ET22-0277

Approval Date: March 15, 2022

Panel Meeting of: March 25, 2022

ETP Regional Office: North Hollywood

Analyst: M. Paccarelli

PROJECT PROFILE

Contract Attributes:	SB <100 Priority Rate Retrainee Job Creation Initiative HUA	Industry Sector(s):	Manufacturing (E) Services (61,71,72,81,92) 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		
Number of Employees in:	CA: 50	U.S.: 80	Worldwide: 80
<u>Turnover Rate:</u>	8%		
<u>Managers/Supervisors:</u> (% of total trainees)	N/A		

In-Kind Contribution
\$122,550

Total ETP Funding
\$68,655

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
HUA Only:	Number of trainees in HUA location: 53
Occupations to be Trained:	Administrative Staff; Emergency Medical Technician, Field Technician, 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	SB<100 Priority Retrainee HUA	Business Skills Comm Skills Computer Skills OSHA 10/30	45	8-200	0	\$1,035	\$16.17
				Weighted Avg: 45			
2	SB<100 Priority Retrainee Job Creation HUA	Business Skills Comm Skills Computer Skills OSHA 10/30	8	8-200	0	\$2,760	\$16.00**
				Weighted Avg: 120			

*Post-Retention Wage is the Contractual Wage

**ETP Required Wage floats down to a High Unemployment Area wage modification if trainees in Job Numbers 1 and 2 are located in an HUA, regardless if they are requesting a wage modification.

<p>Minimum Wage by County: <u>Job Number 1:</u> \$16.17 per hour for Kern County; <u>Job Number 2:</u> \$15.00 per hour for Kern County.</p> <p>Health Benefits: Used to meet the Post-Retention Wage?: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Although employer provides health benefits, they are not being used to meet the Post-Retention Wage.</p>

OVERVIEW

Year Company Founded:	2009	Company Headquarters: <input checked="" type="checkbox"/> Single location
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Nature of Business:	<ul style="list-style-type: none"> Trinity Safety Company LLC (Trinity) (www.trinitysafetyco.com) is a Veteran-owned provider of state-of-the art safety solutions for oil field, industrial, and agricultural businesses such as
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	<p>personal protective equipment (PPE), gas detection, respiratory equipment and portable stations, and drug testing</p> <ul style="list-style-type: none"> • PPE products include head and face protection, eyewear protection, hearing protection, protective work-wear, hand protection, foot protection, fall protection, traffic safety, and fire safety.
Customer Base:	<ul style="list-style-type: none"> • Oil and gas companies, agriculture, food processing, and food manufacturing such as Exxon, Shell, Mobil, Grimmway Farm, Phillips66, Delano Farms, and Bolthouse Farms

Business / Industry Needs / Changes	<ul style="list-style-type: none"> • Significant increase in market demand of safety products as customers improved their safety protocols due to the pandemic • Expansion of the Company’s product offerings to meet customer demand. • Expansion of business capacity by hiring eight new employees within the next 12 months to meet customer demand.
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Training Plan:

Need for Training:	<ul style="list-style-type: none"> • To remain competitive and meet customer demand, employees need upskills training in the Company’s new and updated safety solutions and product offerings. • Newly-hired Field Technicians and Emergency Medical Technicians will require extensive training in the Company’s operations.
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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

Business Skills	Commercial Skills	Commercial Skills
OSHA 10/30		

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 Hours

<input checked="" type="checkbox"/> Weighted Average Hours over 45	Job Number 2 (Job Creation) Hours: 120
Newly-hired Field Technicians and Emergency Medical Technicians will require three weeks of proprietary training (40 hours per week) in the Company’s operations and products.	

Training Infrastructure & Administrative Plan

<ul style="list-style-type: none"> • Project Oversight: Trinity’s Vice President will be responsible for overseeing all aspects of the project. Training will be provided by in-house subject matter experts and vendors, if needed. Trinity has a detailed training schedule in place and is ready to begin training upon project approval. A subcontractor has been retained to provide administrative services and to ensure that all training records meet ETP compliance.
<ul style="list-style-type: none"> • Trainers: <ul style="list-style-type: none"> <input checked="" type="checkbox"/> In-house - Types of Training: Business Skills; Commercial Skills; Computer Skills; OSHA 10/30 <input checked="" type="checkbox"/> Vendor – Types of Training by vendor: To Be Determined
<ul style="list-style-type: none"> • Administration: <ul style="list-style-type: none"> <input checked="" type="checkbox"/> In-house <input checked="" type="checkbox"/> Subcontractor

SUBCONTRACTORS

Subcontractor Type	Subcontractor Name	City	Cost / %
Development	Training Refund Group	Anaheim	\$3,500
Administrative	Training Refund Group	Anaheim	Not to exceed 13% of payment earned
Training Vendors	TBD	TBD	TBD

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

8 - 200

Trainees may receive any of the following:

Business Skills

- Customer Service
- Sales Skills
- Product Knowledge

Commercial Skills

- Tank Entry
- Confined Space Operations/Rescue
- Respiratory Protection Equipment
- Rescue Equipment Maintenance & Inspection
- Personal Protective Equipment Maintenance & Inspection
- Gas Detection

Computer Skills

- Epicor Software
- Draeger DSI Software
- Microsoft Office Suite

Safety Skills - OSHA 10

- OSHA 10

Safety Skills - OSHA 30

- OSHA 30

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:
Trofholz Technologies, Inc.

Delegation ≤ \$75,000 Single Employer

Contract Number: ET22-0262

Approval Date: March 14, 2022

Panel Meeting of: March 25, 2022

ETP Regional Office: PPU-Central Office

Analyst: C. Hoyt

PROJECT PROFILE

Contract Attributes:	Priority Rate Retrainee Job Creation Initiative SB<100	Industry Sector(s):	Services (G) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Sacramento, Placer	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: 25	U.S.: 55	Worldwide: 55
<u>Turnover Rate:</u>	12%		
<u>Managers/Supervisors:</u> (% of total trainees)	N/A		

In-Kind Contribution
\$57,000

Total ETP Funding
\$32,200

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 Staff, System Integration Staff, Professional Services Staff, Manager, IT Service Desk Staff, Contracts Staff, Business Development Staff, Owner, Executive Staff

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Priority Retrainee SB<100	Business Skills Continuous Impr. Comm Skills Computer Skills Mgmt Skills	25	8-200	0-6	\$828	\$21.57
				Weighted Avg: 36			
2	Priority Retrainee Job Creation SB<100	Business Skills Continuous Impr. Comm Skills Computer Skills Mgmt Skills	10	8-200	0-6	\$1,150	\$21.00
				Weighted Avg: 50			

*Post-Retention Wage is the Contractual Wage

Minimum Wage by County: Job Number 1: \$21.57 per hour for Sacramento, Placer Counties

Job Number 2 (Retrainee-Job Creation): \$17.64 per hour for Sacramento, Placer Counties

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

Up to \$.57 per hour may be used to meet the Post-Retention Wage for trainees in Job Number 1.

OVERVIEW

Year Company Founded:	2002	Company Headquarters: <input type="checkbox"/> Single location Sacramento, CA
Facility Locations Outside CA	<ul style="list-style-type: none"> Lexington, South Carolina 	

Nature of Business:	<ul style="list-style-type: none"> • Information Technology (IT) Software, IT Security, Physical Security, Systems Administration • Security systems and IT software systems installation, administration, servicing, maintenance and monitoring
Customer Base:	<ul style="list-style-type: none"> • Federal Government Entities including U.S. Bureau of Reclamation, Army Corps of Engineers and the Department of Homeland Security

Business / Industry Needs / Changes	<ul style="list-style-type: none"> • Trofholz Technologies, Inc. (Trofholz) is transitioning into new markets as the company has moved away from operating as a Language Intelligence Company to a full Information Technology (IT) and security systems service provider for both Physical Security and IT Security products. Changes in the IT industry demand a one-stop shop for all security and IT needs requiring the Company to pivot from reselling and installing IT security products to selling, installing, maintaining, repairing, and monitoring product as a full systems security administrator. • To modernize and update the business model, the company has obtained a Security Administration License. This license allows the company to maintain, troubleshoot, monitor, and repair an organization's security solutions after installation. This license will provide clients with an overall secure environment focus. • Trofholz is expanding its business offerings to incorporate new services for its customers. This includes a new Alarm Monitoring Service Division which will install, monitor and maintain alarms. This will require the company to hire and train 10 Professional Service Technicians. Training will focus on new technology and services for alarm maintenance and monitoring.
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Training Plan:

Need for Training:	<ul style="list-style-type: none"> • Trofholz needs to train on new systems, new techniques, and new processes, to ensure employees are familiar with alarm monitoring service, maintenance, and repair as the company's business model shifts to a security administrator model and full package IT solutions and security business. • Trofholz is looking to increase its workforce by about 40% over the next two years. As such, the company projects 10 new hires to staff a new division for Alarm Service Division and new
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	<p>maintenance and repair contracts for all new services.</p> <ul style="list-style-type: none"> • The Company plans to train employees on the new methods of alarm monitoring servicing, repair, and maintenance, as well as new state-of-the-art cyber security software and systems. • Due to the increased sophistication of hackers and breaches, the Company will need to train staff on security software programs and systems to compete in the marketplace. Training in software programs like CompTIA, Avigilon, and CCP II will ensure trainees have the necessary skills to provide information security solutions to protect clients' sensitive information and assets. Training in systems will provide staff with the knowledge to deploy, design, install and maintain security equipment. • Cybersecurity training is also needed to protect clients' sensitive information and assets. Training in systems will provide staff with the knowledge to deploy, design, install and maintain security equipment.
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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

Business Skills	Computer Skills	Commercial Skills
Continuous Improvement	Management 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 Hours

<input checked="" type="checkbox"/> Weighted Average Hours over 45	50 Hours
<p>Trofholz is requesting an increased weighted average of training to provide sufficient training to meet industry demand, support new business processes and changing technology for newly hired trainees in Job Number 2. Trofholz is in the process of obtaining its Security Administrator License which is difficult to obtain and requires extensive training on new processes for installation, maintenance, security, and overall systems administration and physical security for customers. This training will be critical for new staff to ensure they are able to successfully perform job functions once the license is granted to the Company.</p>	

The following Modification(s) fall within Panel guidelines:

Temp-to-Perm

Average days to convert temporary workers to full time permanent employment.	6 months
Employer-paid healthcare premiums while on temporary status.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No The company reports health benefits are received on the 1 st of the month following 30 days of employment.

Training Infrastructure & Administrative Plan

<ul style="list-style-type: none"> • Project Oversight: <p>ETP training will be overseen by the Human Resources Manager and Operation Administrators from each respective facility division. The Human Resources Manager will coordinate with the Operation Administrators to schedule and document training at the training facilities and the ETP Project Manager will collect rosters. Training will be provided by in-house trainers and training vendors, yet to be determined. An outside administrative subcontractor, Sierra Consulting Services, has been retained to assist with project administration.</p>
<ul style="list-style-type: none"> • Trainers: <ul style="list-style-type: none"> <input checked="" type="checkbox"/> In-house – Types of Training: Business Skills, Commercial Skills, Continuous Improvement, Computer Skills, Management Skills <input checked="" type="checkbox"/> Vendor – Types of Training by vendor: TBD
<ul style="list-style-type: none"> • Administration: <p>Trofholz has hired Mike Snead from Sierra Consulting Services to help perform all ETP contract administration.</p> <ul style="list-style-type: none"> <input type="checkbox"/> In-house <input checked="" 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"> • Training focused on Physical and IT Security skills as the company was in the process of moving away from a Language Intelligence Company to operating in the IT Security and Physical Security Space and needed training in areas needed to obtain the license. This training focused on security systems installation and new cybersecurity systems.

	<ul style="list-style-type: none"> • Training focused on learning security system installation techniques, new service and alarm products, and software for service installation.
<ul style="list-style-type: none"> • Difference in Training Plan: 	Training in this project will focus on new divisions, new positions and different training topics focusing on security systems. This training will focus on system administration, monitoring, maintenance and repair.
<ul style="list-style-type: none"> • Need for Funding over Earned Amount: 	ETP funded training in this proposal will be different than previous ETP contracts. It will be geared towards new and improved processes and business needs focused on maintenance, monitoring and system administration. Additionally, the company is training on new software and adding new processes to the business model than previous ETP agreements.

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 \$ %
ET19-0140	Sacramento	7/1/18 – 6/30/20	\$29,640	\$29,640 (100%)

SUBCONTRACTORS

Subcontractor Type	Subcontractor Name	City	Cost / %
Development	Sierra Consulting Services	El Dorado Hills, CA	\$3,200
Administrative	Sierra Consulting Services	El Dorado Hills, CA	13% of payment earned
Training Vendors	TBD	TBD	TBD

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

8-200 Trainees may receive any of the following:

Business Skills

- Accounting
- Business Fundamentals
- Business Performance
- Business Writing
- Conflict Resolution
- Creative Marketing
- Customer Relationship Management
- Cost Control
- Employee Coaching
- Financial Analysis
- Negotiating
- Operational Skills
- Planning and Organization
- Product Knowledge
- Project Requirements Analysis and Specifications
- Relationship Building
- Marketing/Sales Techniques
- Strategic Planning

Commercial Skills

- Access Control
- Cabling
- Cyber Security Design & Implementation
- Design
- Engineering
- Product Knowledge
- Security System
- Video Surveillance Systems

Computer Skills

- Antimalware
- Antivirus
- Autodesk/AutoCAD
- BIM
- Client Relationship Management Software (Salesforce)
- Computer Networking
- Computer Programming
- Cyber Security Software
- DoD Cyber training / Certifications
- Financial Management System
- Firewalls
- HRIS System Training
- Intermediate Microsoft Office

- Advanced Microsoft Office
- Quickbooks
- Revit
- Security Software Integration
- Software Applications and Equipment

Continuous Improvement Skills

- Cross Training
- Communication Skills
- Change Management
- Decision Making
- Leadership Skills for Frontline Workers
- Process Improvement
- Project Management
- Problem Solving
- Quality Measurement Systems
- Quality Management
- Systems Failure Analysis
- Strategic Planning
- Teamwork Development Skills
- Time Management

Management Skills

- Administration
- Coaching Procedures
- Finance for Technical Managers
- Supervisor Skills
- Essential Skills for the New Supervisor
- Teambuilding

CBT Hours

0-6 Trainees may receive any of the following:

Business Skills

- Advanced Telephone Techniques (2 Hours)
- Business Writing: Grammar Works (2 Hours)
- Conflict Resolution (2 Hours)

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