



**STATE OF CALIFORNIA  
EMPLOYMENT TRAINING PANEL**

Zoom Virtual Meeting  
Friday, March 25, 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

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**I. PUBLIC PANEL MEETING CALL TO ORDER**

Acting Chairperson Janice Roberts called the meeting to order at 9:31 a.m.

**II. ROLL CALL**

Present

Janice Roberts  
Chris Dombrowski  
Madison Hull  
Ernesto Morales (arrived at 9:38 a.m.)  
Rick Smiles  
Douglas Tracy

Executive Staff

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

Absent

Gloria Bell  
Gretchen Newsom

**III. AGENDA**

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

**ACTION:** Mr. Smiles moved and Ms. Hull 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, 5 to 0.

**IV. MINUTES**

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

ACTION: Mr. Smiles moved and Mr. Tracy 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, 5 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; and Jana Lazarewicz, Sacramento Regional Office Manager.

Mr. Javier reported that at today's Panel Meeting there will be about \$16.6M in proposals in 49 projects. Projects that are approved today will be funded from both the remainder of the General Fund (or Expansion Funds), as well as from the ETF, or core funding.

Mr. Javier shared that at the last Panel Meeting, it was reported that the executive order that allows ETP to hold the Panel Meetings virtually is set to expire on March 31, 2022. As such, today's meeting will be the last virtual Panel Meeting. The next Panel Meeting is set for May 25, 2022 in-person, but there have been a few issues. The location it is normally held at may or may not be available on May 25<sup>th</sup>, so Staff is looking at whether the location can be moved or the date can be moved. Updates will be posted to the ETP website.

Mr. Javier shared that during today's meeting, Nancy Tran will present on ETP's Annual Report and Strategic Plan and will be asking for the Panel to approve the Strategic Plan and its initiatives. Also, Staff will be bringing forward recommendations for funding for both the Paid Family Leave and the SEED programs. Chris Hoover will be presenting on PFL and Jana Lazarewicz will be presenting on SEED.

Mr. Javier expressed gratitude to Staff for all their hard work in getting all of the General Fund monies out this year, which hopefully after today will include both the PFL and SEED programs. Mr. Javier acknowledged all the hard work, determination, and long hours Staff has put into this all year long.

## **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 all of the \$42M of the Expansion Funds. Regarding the PFL and SEED funds, Chris Hoover and Jana Lazarewicz will be presenting staff's recommendations for awardees for round two of both programs. There were over 100 applications for these programs. Mr. Cooper thanked staff for the many long hours

they spent thoughtfully and systematically scoring these proposals to ensure it was done fairly and equitably. Mr. Cooper shared that the Governor's office and Labor Agency continue to be very interested in the SEED program specifically, and he is working closely with them to keep them informed on how these programs are going. Mr. Cooper stated that later in today's meeting, there will be recipients sharing their amazing and inspiring stories from their experiences within the SEED program. Mr. Cooper explained the program is changing the lives of a number of immigrants coming to the United States and teaching them how they can be more prosperous in setting up their own businesses.

### **Regarding 23/24 Fiscal Year/ Governor's January Budget Proposal**

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 and two new programs were created. The Healthcare Workforce Advancement Fund is the largest, which will be a \$90 million program to support job entry, career advancement for entry level, and other workers in health and human service settings, with \$40 million intended for social worker programs. Mr. Cooper reiterated that this is really important to ETP, because ETP has not yet been able to make a dent in this sector of the economy due to the way ETP is set up and the constraints of the statutes only being able to fund those employers who pay into the fund. Which means the majority of healthcare employers throughout the state were not previously able to receive ETP funding, but will now be able to be funded with this expansion.

Additionally, this is part of a larger \$1.7 billion proposed investment in the care economy workforce that is being put forward by the Labor Agency, so this is a massive endeavor which will hopefully make much progress for the sector. Regarding the SEED program, ETP is looking into possibly getting \$20 million in funding in a new initiative to help the immigrant workforce, which would be under a proposal that would create a workforce literacy program. This is \$20 million for ETP to expand workplace literacy training in contextualized English, digital skills, and technical skills training for incumbent workers. This will enable workers to build skilled workforces, increase employee retention, and provide pathways to higher wages and better jobs for immigrants.

Mr. Cooper explained that the two new initiatives are part of an ongoing process that ETP is being funded for, so more information and details will be gathered through the legislative and budget process and revealed closer to the end of June when the Governor signs the budget.

## **VII. UPDATE ON CAL-E-FORCE**

Tara Armstrong shared an IT system update. Now customers can login with their same username and password and are able to see all the opportunities of funding to apply for in both Cal-E-Program and Cal-E-Grants, whether under ETP's core program or through any available grants.

Ms. Armstrong explained that under the Cal-E-Program, a new efficiency has been added. Upload features have been added throughout, so that when MECs are submitting their participating employer certifications, they can provide any necessary information. For example, if they are using a payroll company or they need to provide Union support letters, they can provide that in real time as they are completing their certification. This creates an efficiency for MECs to deliver the information as one package and cuts down on processing times internally to get approvals for their employers through this process.

Ms. Armstrong shared that Staff has been working really hard to migrate five years of closed contracts into the systems so there will be contracts there going from 2016 through today in 2022. There are over 3 million pieces of data records being migrating over and Staff plans to be done by the end of April. This migration will also create more efficiencies for Staff, who will now be able to look back on past contracts, create better reports, and pull repeat contractor information forward.

Ms. Armstrong explained that under the Cal-E-Grants system, there are still four grants in the system: two with ETP and two with the California Workforce and Development Board (CWDB). The grants are now in the grant management component, so Staff can manage those contracts, collect the data and information, and do payouts. That should be done by summer of 2022. Ms. Armstrong shared that they are also in the process of adding three new additional grants from the CWDB into the same system.

## **VIII. REPORT OF STAFF ATTORNEY**

Staff Attorney Michael Cable reported that a Legislation Memo has been provided in today's Panel Packets. As the bill introduction deadline has passed, the memo contains the bills that ETP has been tracking. Staff tracks a lot more bills, but have provided a condensed version for the Panel today. Mr. Cable suggested that the Panel Members should contact him if they have questions regarding any of the tracked bills. There is a lot that are currently going through Committee and the process. Mr. Cable wanted to point out one bill in particular, which is AB 1733, listed on page seven of the memorandum. That is the bill Staff has been tracking recently regarding teleconference meetings. AB 1733 proposes a comprehensive fi that would essentially modify various parts of the Bagley-Keene Act that would require and create rules specifically related to holding teleconference meetings. Mr. Cable shared that he likes a lot of parts of the bill. It has some technology components to it, which he will be working with Tara and Mario and their teams on. One thing to point out, is that AB 1733 is an urgency bill, so if it does become effective, it would take effect immediately.

Acting Chairperson Roberts asked if that would affect the May Panel Meeting.

Mr. Cable responded that it appears the bill is still looking for a committee date, so it would be wise to plan on in-person meetings starting April 1<sup>st</sup>, 2022.

## **IX. REPORT OF THE CHIEF DEUPTY 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 approximately \$16M, which does not include the grant funding for PFL and SEED, however it does include \$361,123 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 49 projects. After today's Panel Meeting the Employment Training Panel will have approximately \$26M left in contracting capacity for fiscal year 21/22. ETP has received 264 Pre-applications, with an estimated value of just over \$48M. There are currently 48 applications in the Regional Offices and 219 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 \$27.5M in demand for Single Employer Contracts, \$9.5M in demand for Multiple Employer Contractors (MEC) requests, \$6.5M in demand for Small Business, \$4.9M in demand for Apprenticeships and there has been no demand for Critical Proposals.

Mr. Gutierrez stated that in regards to the general fund with the approval of the Expansion and CCC Guidance, ETP now has a contracting capacity of \$115M for this fiscal year with approximately \$26M in contracting capacity remaining after this Panel Meeting.

Mr. Gutierrez shared that the awardees for the Paid Family Leave Small Business (PFL SB) and Social Entrepreneurs for Economic Development (SEED) grants are being brought up to the Panel today for consideration and approval. The PFL SB2 has two awardees being brought to the Panel for consideration totally \$1 million between the two. The SEED 2 has two demonstration project awardees and 12 entrepreneurship program awardees being brought to the Panel for consideration and approval totally \$17 million.

Regarding the Consent Calendar, Mr. Gutierrez stated there is one action item before he requests approval. 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 asked the Panel would be approving projects into the new fiscal year at the June Panel Meeting, or if they will only be tidying up what I already in the system for the year.

Mr. Gutierrez replied that he hopes it will only be a tidying up at that point.

Acting Chairperson Roberts asked if the Panel had any concerns around the consent calendar before a motion is made to approve. Acting Chairperson Roberts stated that she has two items that she would like to pull – tabs 18 and 30.

Acting Chairperson Roberts asked if the Panel would like to pull any more proposals from the calendar, or if the Panel or public had any questions regarding the consent calendar.

Hearing none, Acting Chairperson Roberts asked for a motion,

**ACTION:** Mr. Smiles moved and Mr. Tracy 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, 6 to 0.

## **X. POLICY COMMITTEE MEETING REPORT TO PANEL**

Acting Chairperson Roberts reported the ETP's Policy Committee met Wednesday, March 2nd at 1:00 p.m. via Zoom.

The single action item on the agenda was to approve Staff's propose definition for High Road Employers, which has been in discussion for quite a while. Committee voted to approve moving Staff's proposed definition to the Panel for full approval, which will be presented later today.

Acting Chairperson Roberts suggested that if anyone has any potential agenda topics for future Committee meetings, please email your suggestions, ideas, or comments to [Elisabeth.testa@etp.ca.gov](mailto:Elisabeth.testa@etp.ca.gov).

## **XI. DISCUSSION OF ANNUAL REPORT AND STRATEGIC PLAN**

### Annual Report

Nancy Tran reported on the 2020-21 Annual Report and 2021-24 Strategic Plan. Ms. Tran reflected on the status of Californians during July of 2020, which was the beginning of the fiscal year. Californians were under lockdown, schools were closed, Covid-19 infections were surging, offices were conducting meetings virtually, and

indoor businesses were closed. Businesses like salons, restaurants, and movie theaters were impacted. California saw an unprecedented number of unemployment claims. During that down year, ETP was still able to maintain operations by telework and Panel Meetings were held, as today, via Zoom. Over the course of fiscal year 2020-21, the Panel approved around 317 contracts funding \$72.8 million dollars to employers. At the same time, ETP had 333 contracts that were ongoing, which served over 80,530 trainees until the end of that fiscal year. The amount of contracts that Panel had approved combined with the contracts that were ongoing, ETP managed about 600 contracts during that down year. Ms. Tran thanked staff for helping process contract execution, invoices, monitoring, and command center support audits. This was the kind of work that ETP was doing to help businesses stay afloat, keep their employees, and hire during a difficult time. And in every given year, there are closed contracts where trainees have completed training and employers retain employees.

Ms. Tran reiterated that there was a massive impact on businesses during the Pandemic, especially small businesses. ETP helped to provide essential resources for small businesses who may not have the ability to provide training for their workers. Over 70% of ETP's core funds were paid to small businesses and 36% of that were to businesses with less than 50 employees. So in comparison to the 2019-20 year, ETP supported 2.2 thousand small businesses, but in this fiscal year ETP supported 2.1 thousand small businesses. Ms. Tran explained that for ETP to maintain support for nearly the same amount of small businesses during that difficult year was remarkable.

Ms. Tran stated that in spite of the Pandemic, where unemployment rates were 13% in July of 2020 and small business were closing, ETP was still able to see a 1% increase in post-retention wages in fiscal year 2020-21. So, the average post-retention wage for workers employed at the start of training (new hires) was \$18.87 cents and then the average post-retention wage for incumbent workers (retrainees) \$33.07. ETP tries to service as many as possible, so the 1% increase was dramatic, given that this was at the height of the Pandemic. Being able to stay within levels was difficult itself, but being able to see 1% increase during this timeframe was impressive.

Regarding training demographics, Ms. Tran shared that there was a 4% increase in trainees with less than a high school degree, 3% increase in trainees with a high school graduate or GED, and a 2% increase for the 25-34 age range group. Ms. Tran explained there was a 3% increase in funding ethnic Hispanic or Latino and then 1% for funding veterans. Regarding priority industries that ETP funded, there was a decrease in manufacturing. So in fiscal year 2019-20, it was 39% and in fiscal year 2020-21 it was 27%. However, we did see increases in a few priority industry sectors. There was 7% increase in the services sector (jobs like hotel manager), 8% in construction, and 2% in tech services (such as network administrator).

Regarding ETP initiatives and special programs, many of the initiative were geared toward helping businesses. ETP developed a COVID response where ETP was able to react and address the needs of stakeholders. This also helped expedite processing



eligibility and development for companies declared essential by the Governor. ETP continued to support the COVID response and funded \$37 million serving 28,000 trainees. Ms. Tran thanked the Panel again because during a time when businesses were struggling, the Panel made it possible for ETP to fund employers to train workers during that difficult time. ETP continues to support job creation funding projects that demonstrated investments into California's economy and workforce. ETP funded \$3.9 million creating 2,536 jobs and the COVID pilot created 6,724 jobs. Ms. Tran explained that this was during a time when unemployment claims were skyrocketing, so to see this many jobs being created was extraordinary on ETP's contribution to the economy. ETP continues to support the apprenticeship program, while working with industries, such as manufacturing, to establish new ones. ETP funded about \$17.7 million and trained over 10,500 trainees in apprenticeship. ETP's veteran's program helps unemployed veterans and members of the National Guard obtain high skilled, high wage jobs in secure industries. So, in fiscal year 2020-21, Panel approved \$1.6 million in funding to train 726 veterans.

ETP and the Panel have approved some amazing programs and RichmondBUILD is a great example. The City of Richmond faces high unemployment and underserved populations and RichmondBUILD is a pre-apprenticeship construction skills and green jobs training academy which gives Richmond residents a chance to learn new skills in high growth and high wage in the construction and renewable energy fields. The program manager for RichmondBUILD recognized the ETP partnership and how it has supported the City of Richmond making a huge impact to the community by giving residents an opportunity and a chance to change their lives and start a career path. Thirty-percent of the participants had a history with the justice system and claim that this program kept them off the streets. Trainees that participated earn up to \$26 an hour, which was really significant in distressed communities and ETP is really proud to have partnered with RichmondBUILD.

Ms. Tran shared another example, Apeel Sciences, which is located in Goleta, California. Apeel Sciences provides plant-derived technology using materials that exist in peels, seeds, and pulps from fruits and vegetables so that produce stays fresh and lasts twice as long. Apeel Sciences promotes more sustainable growing practices, better quality food, and less food waste. The company makes a really good impact that is meaningful to the world and ETP is a partner. Apeel's Senior Director of Learning and Development provided a quote where he mentioned that they were able to double in size within a year and were able to create 516 jobs. ETP funding allowed opportunities for their employees' personal and professional growth and their engineers were able to attend workshops and enroll into one-on-one professional coaching.

Ms. Tran shared another success story of Glendale Community College, as well as California Community College which allow ETP to connect with hundreds of employers and that helps create a broader reach. ETP and Glendale share a common goal of helping California businesses as there is a need for helping highly skilled professionals. So, 554 trainees, including 36 veterans were able to receive training in

career paths or programs in the manufacturing and aerospace industries.

Ms. Tran stated that the information presented today in the annual report demonstrated that ETP, Panel, and stakeholders all did a really good job contributing to California's economy during the Pandemic. Ms. Tran thanked the Panel creating these programs, making impacts to communities, and changing lives.

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

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

### Strategic Plan

Ms. Tran shared that ETP has revamped its strategic plan, with the focus of future planning. The plan covers ETP's plan over the next three fiscal years. ETP is required to submit the plan yearly as things may change. Ms. Tran explained that this strategic plan was written in 2021 and she will be requesting for Panel to approve the mission, vision, and initiative that were proposed during the time the plan was written. During the revamp of this report, ETP did receive some criticism around the mission and vision statement as it was too long. So here, a survey was sent to internal staff, they met with leadership staff and Panel Members about what the mission and vision statements should include. The new, condensed mission statement states, "Partner with California businesses to create and retain high wage jobs while providing workers the opportunity to train for career advancement. The new vision statement is, "To be the premier resource for workforce training leading to high wages and career progression with a focus on diversity, equity, and inclusion.

Ms. Tran shared ETP's goals for 2021 to 2024. 1) Support California's workforce with sustainable jobs and strong career pathways; 2) Contribute to California's growth; 3) Support for small businesses through private-public partnerships; 4) Communication and engagement in Internal Operations; and 5) Commitment to innovation in technology and data. More information will be available on ETP's website.

Regarding ETP's goals and objectives, Ms. Tran stated that the Social Entrepreneurs for Economic Development (SEED) grant supports immigrants and limited English proficient individuals who face significant employment barriers that are starting or maintaining small business in California. The Paid Family Leave Small Businesses (PFL SB) helps entities who are groups of employers acting on behalf of the smaller employers who are impacted by the Paid Family Leave Program. This is to offset costs that are incurred training employees to cover those utilizing Paid Family Leave.

Regarding the ETP Expansion Funds program, ETP received \$50 million to expand its programs into high demand sectors. ETP also received \$15 million in general fund dollars to align and operate with the community college system in partnership with California community colleges strong workforce program. ETP is currently funding in

these contracts so there will be an opportunity for more success stories in the next ETP annual report. In part of future planning to streamline processes, ETP has prioritized work in creating 14 work groups to identify and solve issues. The focus here is to enhance ETP's work performance and strengthen ETP's program. One example of the work group is the Applications Workgroup that streamlined the Cal-E-Force application process and continues to evolve as the ETP system is constantly improving and upgrading. Ms. Tran shared that another workgroup is the Group Start-up Meeting, which was established to revolutionize communication and collaboration with stakeholders, allowing contractors to work autonomously through ETP's contract administration process. The other workgroup is the Policy Committee Meeting to allow public participation and understanding in the policy recommendations submitted at full Panel Meetings. This allows ETP to create that transparency and communication with stakeholders, as well. Ms. Tran acknowledged that ETP staff, managers, and collaboration with stakeholders in their efforts on continuing to look at ways to improve efficiency inside the organization.

Ms. Tran asked the Panel to approve the proposed mission, vision, and initiatives for this report of the 2021-2024 strategic plan.

Acting Chairperson Roberts asked if the public had any comments on the strategic plan.

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

Hearing none, Acting Chairperson Roberts asked for a motion,

**ACTION:** Mr. Smiles moved and Ms. Hull seconded the approval of the proposed mission, vision, and initiatives in the 2021-24 Strategic Plan. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative for approval of the proposed mission, vision, and initiatives in the 2021-24 Strategic Plan.

Motion carried, 6 to 0.

## **XII. DISCUSSION OF HIGH ROAD EMPLOYER DEFINITION**

Lis Testa shared that Staff is working on coming up with a definition of high road employers. ETP has some new alternatively funded projects that are funded through the general fund for this year - the California Community College fund and the Expansion fund projects. For both of those projects, there is a mandated legislative report that is due to the legislature by November 30 of this year. Part of the report that has to go to the legislature on these project is on the participation of "high road employers" in those programs. Staff cannot report out on what a high road employer is unless there is a definition. Ms. Testa clarified that this definition at this time is only going to apply to the California Community College fund and Expansion fund projects. This is not a definition that at this time will be applied to any other ETP contract, it is just being applied to the general funded projects from last year so that ETP can meet the requirements of the legislative report.

Acting Chairperson Roberts asked if it will be applied to the new projects that will be coming before the Panel in the next fiscal year with the healthcare and social worker programs.

Ms. Testa replied that they do not know yet and will have to wait to see how that legislation is written and what kind of required reporting they will have to do for it. Ms. Testa explained that sometimes when the legislature makes new programs they require a report back and sometimes they don't and sometimes they specify what needs to be in the report and sometime they don't. They will get a lot more information once the May revise of the budget comes. There is still another month and a half or so after that where things get fiddled with before they're finally approved for the whole state budget process.

Ms. Testa shared that the Policy Committee has worked on this high road employer definition for a few months and they heard this topic first in January of this year and then again in March. They took a lot of different elements into consideration when they were thinking about how to form this definition. They looked at the high quality projects that ETP already funds and looked at current examples of high road in existing legislation, but unfortunately there is no definition currently in any legislation at the state or federal level that defines what a high road employer is. There is legislation that talks about high road strategies or high road training partnerships, but there is no legislation that actually defines what a high road employer is. They also looked at how the term high road is used in the larger workforce system and reviewed a few different ways of calculating what a good wage level would be for a high road employer. They looked at a few different definition formats, heard from stakeholders, a developed some supplementary questions that are also going to help be able to report out to the legislature in November this year. So, after deliberating and hearing from the public, the definition for high road employer that the Policy Committee has moved to Panel for full approval is an employer that has either wages at or above the current SET wage, which this year is \$39.21 an hour, and/or they have a CBA (Collective Bargaining Agreement), and/or they are a participant in an H RTP (High Road Training Partnership). They must have one or more of those things *and* a turnover rate less than 10% *and* they will have to provide answers to a set of questions that deal with other high road characteristics. The questions that will be asked are narrative in nature, such as "Please describe the benefit packages you offer your employees" and "Please describe what kinds of flexibility you offer to your employees (for example: different shifts, ability to telework, etc.)." Ms. Testa stated she would like to ask for approval of this definition today because the computer system team needs a few months to develop all the questions into the system and then the customers need a few months to be able to provide the information requested and then Staff will need a few months to be able to draft the legislative report to be able to submit it on time.

Acting Chairperson Roberts asked if the public had any comments on the definition of high road employer.

Robert Sanger commented that he did not agree with the definition and suggested that no definition is needed. Mr. Sanger suggested that as the proposals come in, Staff can analyze them and set whether or not they think they are high road training partnerships. Mr. Sanger stated that if the legislation doesn't have a definition, he doesn't think it is ETP's priority to set the definition. Mr. Sanger noted that training people that make \$83,000 a year doesn't align with the mission that Nancy just went over. He pointed out that an employer could have a collective bargaining agreement that pays very little over minimum wage and comparing that to \$83,000 a year doesn't make sense. Mr. Sanger noted that \$15/hour doesn't pay rent, so that doesn't seem like a high road partnership to him.

John Brauer from the California Labor Federation shared that the Federation is composed of over 1,200 local unions in and around California and 2 million workers. Mr. Brauer stated he wanted to speak strongly in favor of the proposal and thanked staff for designing and putting forward this definition. He stated that his pot of money was sold to the Legislature on the idea of supporting high road partnerships. Mr. Brauer agreed that this definition includes the opportunity for part of that definition being worker voice, which is what happens through representation and through the high road training partnership. He believes it aligns with where the rest of the Labor Agency is going and the fact that the California Workforce Development Boards recognize HRTPs are part of this particular definition. Mr. Brauer commended ETP for taking the lead on this and stated he thinks it will work.

Michael Jester commented that if the Legislation doesn't beg for a definition, he is not sure it needs one and sometimes providing more than what is asked is a dangerous situation. Mr. Jester noted that the CBA part of this is a little union-centric and a lot of the policies are already, so there is no need for more. Mr. Jester also expressed concern around the definition eventually getting applied to other ETP programs, which he believes would be dangerous to the population he represents in the Central Valley. Mr. Jester pointed out that he has not heard any reference to HUAs (High Unemployment Areas) today and hopes it will be a bigger part of the ETP program going forward.

Larry Mandell commented that he doesn't understand how ETP can allow a \$16 or \$18 wage to be part of the high road just because they are part of a union. Mr. Mandell asked if ETP is only going to be for high wage people making around \$90,000 for the SET wage, why should a union contract be exempt.

Mr. Brauer added that the Governor's Future of Work Commission found that someone has a 33% less chance of being in a low wage job if they have a certificate degree or credential that they attain. But they have a 39% less chance if they are part of a union. Mr. Brauer noted that part of this conversation is not only around the wage consideration, and there has been a recommendation on that, but it's also important that workers have a voice and actually defining their industries. Mr. Brauer shared that a number of industries and their unions have chosen to make sure that folks are guaranteed health care for their families that's being paid for that they don't have to

make and that is part of the total package in this relationship. Mr. Brauer stated that the impetus for this and how it was sold to the Legislature was that it was supposed to be part of a high road initiative and, rather than just rebranding it and wrapping the Legislation and the bill in that language, ETP has taken a real step to define it and he thanked Staff for doing so.

Mr. Sanger added that the real definition is that this is a union organization that is working with other government and government entities and there is nothing wrong with that definition if what is wanted is to just give money to companies that have a union. Mr. Sanger suggested that the definition leave out the money limit and just say that this is a carve out for employers with unions. Mr. Sanger suggested that it is not made to look like this program is serving the private sector when it is not. He noted that it could give a bad impression to voters and normal people who are trying to run restaurants and small businesses.

Mike Snead commented that the \$39 SET wage would be really limiting to most of his clients. Mr. Snead explained that a lot of clients, if they qualify for SET it is under Priority Industry, which is that \$29. Mr. Snead recommended that \$39 is too high and would be limiting very few companies that can meet that and depending on what the Legislature does, if they reallocate anything for regular expansion funds, he doesn't think that many companies could qualify for that amount. Mr. Snead asked if there will be a mix of core funding and expansion funding for the same company, because if not, very few companies are going to start at \$39 for a minimum wage for all of their employees. He suggested that \$29 would be much more doable.

Ms. Testa reiterated that this does not apply to all ETP contracts, but only to Expansion funds and California Community College fund projects. Ms. Testa clarified that there is in no way a requirement that one of the employers in any of those projects has to be a high road employer. They may end up with 5% of the employers being high road employers or 95% of the employers being high road employers, but this does not affect their eligibility at all and is not a requirement that they have to meet in order to come into ETP. Ms. Testa explained that this is literally just so that they can tell the Legislature that in the Expansion fund projects, there was 80% high road employers and 20% not and here's what the high road employers did. Ms. Testa confirmed that it is not an eligibility determination in any way, it is literally just for reporting out to the legislature.

Acting Chairperson Roberts explained that the Panel looks at everything objectively and sees what's going on and if something is either too low or doesn't qualify, they can make that determination, as well. Acting Chairperson Roberts stated that she agrees that she does not want this to bleed into all ETP projects, but again, it is a definition only for the Legislation.

Acting Chairperson asked if Panel Members had any questions.

Chris Dombrowski agreed that trying to define high road employer has been very difficult. He shared that another type of business structure that they have tried to support is worker-owned businesses, like cooperatives, so he is wondering how that would work with this definition. Mr. Dombrowski noted that he hopes that in this definition, benefits are included in the wages and perhaps more thought could be given to that.

Ms. Testa added that the additional questions to ask about other things so that there is more narrative information to include in the report, and one of those questions is about benefit packages. What is in the benefit package, is there a waiting period for the employee in order to receive the benefit package, how long is the waiting period, etc. Ms. Testa explained that the bullet points above like turnover rate and wage level, those are data polls that the computer can do on its own. But the other questions are for the employer to actually describe what their high road strategies are. Ms. Testa agreed that wages are more than just wages, its benefits too. And high road is more than just wages, its employer voice, environmental sustainability, diversity, inclusion, and that is why they have the additional questions.

Mr. Dombrowski expressed concern that the definition, once defined with statistics like this, might create pressure to apply it elsewhere.

Acting Chairperson Roberts asked if the definition will get put into some sort of ETP regulation or if it will just be going to the Legislation to use as they wish.

Ms. Testa explained that at this time, they are only using it to report out for the legislative report. But they may add the definition into the guidelines for the Expansion fund and Community College fund projects, just so that the definition is there and included in the guideline. But even if it is added to the guideline, it will be made clear that it's not an eligibility requirement in any way and is just for reporting out information. Ms. Testa further stated that this is just a working definition for ETP so that we can do what the Legislature is requiring them to do. It is for ETP purposes only and not for other agencies.

Mr. Javier suggested that because of the comments and concerns being raised by the public and Panel Members, for the purposes of reporting, ETP could start with a baseline definition and then leave it as a live definition that the Panel and the Policy Committee can continue to revisit and add, subtract, or modify as they go along. But at least there will be a baseline for reporting purposes so that ETP can meet the mandates of the general fund dollars for this year.

Mr. Dombrowski suggested that they include a narrative in the report regarding the difficulties in defining high road because he thinks they will find some businesses that they think should count as a high road, but that doesn't fit this exact definition.

Acting Chairperson Roberts asked if there will be a problem with putting in those recommendations before she asks for a motion.

Ms. Testa said that if they make a motion to approve that definition as it is listed with the understanding that a narrative will be added into the report explaining how it is even difficult to come up with a definition and that the definition is live and can be added to or subtracted as needs arise later.

Acting Chairperson Roberts asked for a motion,

**ACTION:** Mr. Smiles moved and Ms. Hull seconded the approval of the proposed high road employer definition with added narrative. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative for approval of the proposed high road employer definition with added narrative.

Motion carried, 6 to 0.

### **XIII. DISCUSSION OF PAID FAMILY LEAVE AND SEED GRANT PROGRAMS**

#### Paid Family Leave Small Business

Ms. Lazarewicz presented proposed awardees for the Paid Family Leave Small Business (PFL SB) grant. Under Tabs 1 and 2 there is information on the two proposed awardees. Ms. Lazarewicz explained that the PSL program allows California workers to take paid family leave to bond with a new child or to take care of a seriously ill family member for up to 12 weeks. Staff is requesting a motion and approval of the two requested grant amounts for the PSL awardees, those being Greater San Fernando Chamber of Commerce and Tulare Kings Hispanic Chamber of Commerce. In addition, both awardees have joined virtually if there are any questions.

Acting Chairperson Roberts asked if the public had any comments.

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

Hearing none, Acting Chairperson Roberts asked for a motion,

**ACTION:** Mr. Smiles moved and Ms. Hull seconded the approval of the two proposed awardees. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative for approval of the two proposed awardees.

Motion carried, 6 to 0.

#### SEED Grant

Ms. Lazarewicz presented proposed awardees for the Social Entrepreneurs for Economic Development (SEED) grant. Under Tabs 3 – 14 there is information on 14 proposed awardees for the SEED grant. Ms. Lazarewicz explained that the SEED initiatives provides micro-grants, entrepreneurial training, and technical assistance to



SEED target populations to support them in starting or maintaining a small business in California. The goal of SEED is to increase California's economic diversity and help spur business innovation. Staff is requesting a motion and approval of the recommended grant amount for the 14 proposed awardees. Additionally, all 14 grantees are joining virtually to answer any questions.

Acting Chairperson Roberts asked if the public had any comments.

Lyzbeth Mendoza, Policy Director at the Inland Coalition for Immigrant Justice (ICIJ), stated she has been working with street vendors in the Inland Empire for the last three and a half years. During that time she led the only coalition of policymakers, business owners, and academia working in the Inland Empire to address many of the issues impacting street vendors. They have worked on local ordinances that were being written to bypass SB 946, the Safe Sidewalk Vending Act that passed back in 2013. With the ordinances, a lot of their local cities are trying to push out street vendors from some cities within the Inland Empire and she has worked to empower these vendors to formalize their businesses and join the formal economy. They have worked with law enforcement agencies to relieve vendors from unjust citations, arrest, and even deportations when it was further criminalized a few years ago. Ms. Mendoza explained that they have identified 50 vendors in the Coachella Valley and they are planning to work with allies to reach out to young entrepreneurs. Ms. Mendoza share that they have about 200 entrepreneurs on their waiting list to see how they can get a SEED grant, but also the workshops that they provided through the programming. Without the SEED funding, they will have to stop some of the work they were doing to increase employment opportunities in underserved communities. Ms. Mendoza encouraged the Panel to increase the funding in the area to reflect the funding in other parts of the state.

Mr. Cable explained that this comment period is limited to the proposed awardees that have been described and that general comments are more appropriate during the public comment period at the end of the meeting.

Acting Chairperson Roberts asked a questions regarding Immigrants Rising, which requested \$15 million. Acting Chairperson Roberts explained that there is only \$17 million designated for this, so she wondered why Immigrants Rising would request \$15 million of that for themselves.

Kathy Gin explained that the application stated that the maximum amount that could be applied for was \$15 million. Ms. Gin also explained that their request for funding for SEED 1 was lowered, and that they were advised to just request the maximum amount. Ms. Gin stated that they were lowered from \$15M to \$2M a received \$5.41 million for this year.

Acting Chairperson Roberts asked if they had actually financed \$2.8 million of that \$5.4 million an if they had actually awarded the micro-grants and asked who they funded.

Ms. Gin stated that they will be providing over \$4 million in direct grants to individuals and they have just submitted their list of awardees for this quarter which brings them up to 500 individual entrepreneurs that they have selected. Ms. Gin explained that there is a range of people that they have selected, all of whom are immigrant entrepreneurs and they're involved in all different industries.

Acting Chairperson Roberts asked how long their awardees get to use the funds and what their accountability is like.

Ms. Gin explained that their accountability is quite high because the way the State requirements are if they are not able to demonstrate what someone has used the funds for, they are at risk of having the money taken back from them, so they have quite a process in place. Ms. Gin stated that they require receipts for every single expense. So, if they give out upwards of 1,000 awards for \$5,000 - \$10,000, it requires many receipts for some people who have very small expenses, so they are collecting thousands of receipts in order to show the State what the money is being used for. Ms. Gin explained that in some cases they are really helping people document what they are doing, because a lot of these people have not had formal businesses before and have not had to track their records, so it is great helping them learn.

Acting Chairperson asked if Panel Members had any questions.

Hearing none, Acting Chairperson Roberts asked for a motion,

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

Motion carried, 6 to 0.

#### **XIV. REVIEW AND ACTION OF PROPOSALS**

##### **ITEMS PULLED FROM CONSENT CALENDAR**

##### **Tab No. 18: Associated Construction and Engineering, Inc.**

Ms. Torres presented a proposal on behalf of Associated Construction and Engineering, Inc., a priority industry repeat contractor, requesting \$116,863 in core/SET funding to train approximately 65 Retraitees under SET, and 37 Job Creation trainees. Job 1 are incumbent workers and are subject to the higher SET wage for priority industry, which is \$29.41 which will be the contractual wage for those employees. Page seven lists all the wages for the occupations in accordance to what they will be making at that time, please note that not all the trainees start at \$26.91 at the 90-day retention period. For example, administrative staff has 9 planned individuals, and there could be one individual at \$26.91 and another at \$27, the \$26.41 is just the cutoff point.

Ms. Torres stated there are representatives joining virtually to respond to any questions the Panel and Members might have and introduced Dawn Willis, Controller.

Acting Chairperson Roberts asked why they entered \$26.91 in all the wages and asked if they know their actual wages.

Ms. Willis explained that when they filed, it was in ETP's new system, and she was not sure she had to specify the actual wages. Ms. Willis shared that they do plan on training all of their employees and they spend a considerable amount of money every year, almost \$500,000 training their 250 employees so that they can be competitive in the State of California. Some of those trainings have a collective bargaining agreement and last year they fell short on exhausting their whole contract because they didn't realize if they were enrolled in the collective bargaining agreement ETP contract that they would not also be eligible for an their contract. Ms. Willis explained that they chose to allow their employees to do their training at collective bargaining and not with them because they value all of the workforce that they get from the union hall, so that is why they fell short.

Acting Chairperson Roberts asked why their administration staff is making \$26.91 an hour, but their new hire Job Creation are getting \$15 an hour.

Ms. Willis explained that they have a number of different abilities for people to rise through the organization. For example, Laura Romo began with them through a temp agency four years ago doing some data entry and was paid at a minimum wage. They found her to be incredibly bright and through the course of the ETP funds and through all the other training that they do, she is now actually their payroll manager and is taking courses to become an HR director for them currently. Ms. Willis explained that even though she began at minimum wage four years ago, her current wage is \$31 an hour. Ms. Willis said they always bring people in, identify their skills, and move them up through the organization because they want to retain their people. Ms. Willis stated that if they don't keep them challenged and if they're not always training them and they're not always growing in their career, they will lose them. Ms. Willis explained that they are hyper-focused on improving people's careers and hyper-focused on making sure that the people in the communities they serve.

Acting Chairperson Roberts suggested that for the future, they make sure they enter the actual wages in.

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 Mr. Tracy seconded approval of the proposal submitted by Associated Construction and Engineering, Inc. in the amount of \$116,863. 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. 30: First Software USA**

Mr. Swier presented a proposal on behalf of First Software USA, a repeat contractor requesting \$494,460 to train 340 Retrainees located throughout Southern California.

Mr. Swier stated there are representatives joining virtually to respond to any questions the Panel an, Members might have and introduced Naved Nazimi, Director of Programs and Gordon Lee, Administrator.

Acting Chairperson Roberts noted that they have had prior contracts and have been successful, but said that when she had researched the company, she could not find a website for them. Their description under the Better Business Bureau said that they were a retailer of packaged software, which is very different from what it says in their proposal. Additionally, Acting Chairperson Roberts asked them to explain why there were negative reviews online.

Mr. Nazimi explained that their DBA is Oxford Institute of Technology and that is what their website is under. Mr. Nazimi shared that they have been doing training for over 20 years and they are located in Tarzana. Mr. Nazimi stated that this is their fourth contract and they did 100% on all of their other contracts.

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

Hearing none, Acting Chairperson Roberts asked for a motion.

ACTION: Ms. Hull moved and Mr. Smiles seconded approval of the proposal submitted by First Software USA in the amount of \$494,460. 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. 40: Hoag Memorial Hospital Presbyterian (Expansion)**

Mr. Swier presented a proposal on behalf of Hoag Memorial Hospital Presbyterian, Inc., a first-time contractor requesting \$499,100 in Expansion Funds to train approximately 217 retrainees . Allocated throughout Orange County.

Mr. Swier stated there are representatives joining virtually to respond to any questions the Panel Members might have and introduced Kim Mullen, Education Director and Michelle Rychener, Consultant, Training Funding Partners.

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 Mr. Morales seconded approval of the proposal submitted by Hoag Memorial Hospital Presbyterian in the amount of \$499,100. 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. 41: Orange Coast Memorial Medical Center (Expansion)**

Mr. Swier presented a proposal on behalf of Orange Coast Memorial Medical Center, a first-time contractor requesting \$499,675 in Expansion Funds to train approximately 549 Retraitees and 40 job creation trainees located in Orange County.

Mr. Swier stated there are representative joining virtually to respond to any questions the Panel Members might have and introduced Monetta Stockton, Director of Professional Education and Larry Mandell, Consultant, Training Refund 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. Bell moved and Mr. Smiles seconded approval of the proposal submitted by Orange Coast Medical Center in the amount of \$499,675. 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: Pasadena Hospital Association, LTD dba Huntington Memorial Hospital (Expansion)**

Mr. Swier presented a proposal on behalf of Pasadena Hospital Association, LTD dba Huntington Memorial Hospital, requesting \$499,008 in Expansion Funds to train 678 Retraitees located in LA County. They have had one prior ETP contract ten years ago.

Mr. Swier stated that representatives are joining virtually to respond to questions the Panel Members might have and introduced Lynette Dahlman, Director of Clinical Education & Academic Partnerships; Michelle Dalgarn, Consultant, National Training Company; and Bill Sacks, Consultant, National Training Company.

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 Mr. Morales seconded approval of the proposal submitted by Pasadena Hospital Association, LTD dba Huntington Memorial Hospital in the amount of \$449,008. 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: Pomona Valley Hospital Medical Center (Expansion)**

Mr. Swier presented a proposal on behalf of Pomona Valley Hospital Medical Center, a repeat contractor requesting \$498,916 in Expansion Funds to train approximately 374 Retraitees located in LA County.

Mr. Swier stated that representatives are joining virtually to respond to questions the Panel Members may have and introduced Ann Mendoza, Director of Clinical Education and Michelle Rychener, Consultant.

Acting Chairperson Roberts asked if the Panel had any questions. Hearing none, Acting Chairperson Roberts asked for a motion.

ACTION: Mr. Smiles moved and Mr. Morales seconded approval of the proposal submitted by Pomona Valley Hospital Medical Center in the amount of \$498,916. 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: Children's Hospital of Orange County (Expansion)**

Ms. Torres presented a proposal on behalf of Children's Hospital of Orange County, a priority industry and repeat contractor requesting \$499,100 in Expansion Funds to train approximately 124 new nurse graduates. This is their first contract in the last five years, their last project being funded under the governor's discretionary funds.

Ms. Torres stated that representatives are joining virtually to respond to questions the Panel Members may have and introduced Melinda Pascual, Clinical Education and Professional Development Manager and Michelle Rychener, Consultant, Training Funding Partners.

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

Hearing none, Acting Chairperson Roberts asked for a motion.

ACTION: Mr. Smiles moved and Mr. Morales seconded approval of the proposal submitted by Children's Hospital of Orange County in the amount of \$499,100. 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: Edwards Lifesciences LLC (Expansion)**

Ms. Torres presented a proposal on behalf of Edwards Lifesciences LLC, a priority industry and repeat contractor requesting \$247,250 in Expansion Funds to train approximately 250 Job Creation Retraitees. Although the wage for these individuals is \$17.89, Edwards Lifesciences has agreed to a contractual wage of up to \$23.50, non-inclusive of any health benefits. This is Edwards's 11<sup>th</sup> ETP contract and fifth in the last five years. This training is not duplicated and will focus only on newly hired trainees. Due to ETP funding limitations, Edwards has agreed to reduce the requested funding down to below \$250,000

Ms. Torres stated that representatives are joining virtually to respond to questions the Panel Members may have and introduced Cynthia Gray, Director of Training, and Rob Sanger, 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 Mr. Morales seconded approval of the proposal submitted by Edwards Lifesciences LLC in the amount of \$247,250. 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: Walter Anderson Plumbing, LLC**

Ms. Torres presented a proposal on behalf of Walter Anderson Plumbing, LLC, a priority industry and repeat contractor requesting \$404,340 in Core Funding to train an estimated number of 280 trainees. This will be their third ETP contract and third in the last five years. Although there is an ETP minimum wage for San Diego County of \$21.57 for Retraitees and \$17.89 for New Hires, Walter Anderson has contractually agreed to the minimum post-retention wage of \$25 inclusive of health benefits for the incumbents and \$24 for the Job Creation trainees for both veteran and non-veteran job numbers.

Walter Anderson has developed a recruitment campaign specifically aimed at attracting veterans, but the company also collaborates with Troops to Trades and Women Warriors in Trades, which are local organizations that aid in placing local veterans into jobs. Walter Anderson plans to hire 49 veterans as net new hires during this project. The new project will focus on a new program targeted to decreasing the carbon footprint. Trainees will not receive any duplicate training provided in the last ETP project. Walter Anderson will also be including in their curriculum literacy skills and English as a Second Language.

Ms. Torres stated there are representatives joining virtually to respond to any questions the Panel Members might have and introduced Bryan Rominger, COO; Alyssa Slater, Director of HR; and Jill Meeuwsen, Consultant, Synergy. 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 Mr. Morales seconded approval of the proposal submitted by Walter Anderson Plumbing, LLC in the amount of \$404,340. 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. 47: Creating Coding Careers (Expansion)**

Mr. Meyer presented a proposal on behalf of Creating Coding Careers, a nonprofit social enterprise employer in San Diego that recruits, hires, and trains a diverse population of individuals for careers in information technology. As a social enterprise employer, CCC serves as the employer of record for the trainees during training. Ultimately, all trainees are placed in long-term permanent jobs with employers in the San Diego region. CCC is eligible as a Single Employer under ETP's Expansion Funds as a nonprofit entity. CCC is a first-time contractor requesting \$198,375 to train 75 new and existing workers employed as software and quality assurance engineers. Representative of a true Earn-and-Learn model, CCC enrolls trainees in its DOL and DAS registered apprenticeship programs for software engineer and quality assurance engineer. It should be noted that training funded by ETP in this project will include only elective supplemental skills topics that are outside of the apprenticeship. CCC has established partnerships to effectively and actively recruit and accept referrals from organizations that support veterans looking for careers in software development and computer coding, including operation code and code platoon. Although CCC intends to serve veterans, this project does not have a specific veteran's group to maximize the flexibility and enable CCC to serve the widest demographic range of potential applicants. CCC has a track record of serving traditionally underserved populations in technology and software industry.

To ensure the success of this first contract, CCC worked intensively with ETP staff to structure the contract for maximum flexibility in its training population, made a concerted effort to reduce the training hours for individual trainees to maximize performance, and carefully reviewed the ETP tracking and documentation with CCC staff and their administrative resources.

Mr. Meyer stated they have representatives joining virtually to respond to questions the panel members may have and introduced Mike Roberts, Executive Officer, and Andy Hall, President CEO of Trailhead Strategies.



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

Acting Chairperson Roberts noted that the training vendor listed for this project was from Mexico.

Mr. Roberts explained that it is more of an artifact of software engineers, senior engineers, being very expensive. So if they can try and find near-shore talent for some of the instructors it helps them put more of the training dollars directly into the hands of the most number of recipients.

Acting Chairperson Roberts stated that the proposals says \$5,000 a month and asked if it will be \$5,000 for one month and that is it? Or if the vendor is going to continue on for multiple months.

Mr. Roberts explained that it is a contract salary and they will continue to add as they expand with more instructors.

Acting Chairperson Roberts asked if there were any additional questions. Hearing none, Acting Chairperson Roberts asked for a motion.

**ACTION:** Mr. Smiles moved and Mr. Morales seconded approval of the proposal submitted by Creating Coding Careers in the amount of \$198,375. 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. 48: ADCO Drywall and Metal Framing, Inc.**

Ms. Lazarewicz presented a proposal on behalf of ADCO Drywall and Metal Framing, Inc., a first-time contractor, requesting \$245,640 to train a total of 267 workers, including 51 new employees. Training will take place at their locations in Sacramento and Alameda Counties.

Ms. Lazarewicz stated that representatives are joining virtually to respond to any questions the Panel Members may have and introduced Santiago Monestier, President and Mike Snead, 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 Mr. Morales seconded approval of the proposal submitted by ADCO Drywall and Metal Framing, Inc. in the amount of \$245,640. 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. 49: Cedars-Sinai Medical Center (Expansion)**

Ms. Lazarewicz presented a proposal on behalf of Cedars-Sinai Medical Center, a first-time contractor requesting \$499,100 to train a total of 310 registered nurses, including 125 new graduate RNs. Training will take place at their location in Los Angeles.

Ms. Lazarewicz stated joining virtually to respond to questions the panel members may have and introduced Janette Moreno, Director, Nursing Education, and Michelle Rychener, Consultant.

Acting Chairperson Roberts noted that there is another Cedars-Sinai project today, as well, but shared that she already talked to Staff about it and they are totally separate entities. One is a new project and the other is a repeat contractor.

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 Mr. Morales seconded approval of the proposal submitted by Cedars-Sinai Medical Center in the amount of \$499,100. 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. 50: CFHS Holdings, Inc. dba Cedars-Sinai Marina Del Rey Hospital (Expansion)**

Ms. Lazarewicz presented a proposal on behalf of CFHS Holdings, Inc. dba Cedars-Sinai Marina Del Rey Hospital, a repeat contractor requesting \$498,525 to train a total of 289 registered nurses, including 40 new graduate RNs. Training will take place at Marina Del Rey's location in Los Angeles.

Ms. Lazarewicz stated there are representatives joining virtually to respond to any questions the Panel Members may have and introduced Diane Freeman, Director of Education and Michelle Rychener, Consultant.

Acting Chairperson Roberts asked if the Panel had any questions.

Hearing none, Acting Chairperson Roberts asked for a motion.

ACTION: Mr. Smiles moved and Mr. Morales seconded approval of the proposal submitted by CFHS Holdings, Inc. dba Cedars-Sinai Marina Del Rey Hospital amount of \$498,525. 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. 51: Chrisp Company (Expansion)**

Ms. Lazarewicz presented a proposal on behalf of Chrisp Company, a first-time contractor requesting \$397,670 to train a total of 281 workers, including 98 new employees and 8 veterans. Training will take place at Chrisp's locations in San Bernardino, San Joaquin, Yolo, Fresno, Ventura, Monterey, and Alameda Counties.

Ms. Lazarewicz stated there are representatives joining virtually to respond to any questions the Panel Members may have and introduced Dave Morris, VP Business Development an Estimating; Jake Chrisp, VP Safety; Roger Weisbrod, VP Operations; Mike Horberg, Training Coordinator; and Jill Meeuwsen, Consultant.

Acting Chairperson Roberts asked if the Panel had any questions.

Hearing none, Acting Chairperson Roberts asked for a motion.

ACTION: Mr. Smiles moved and Mr. Morales seconded approval of the proposal submitted by Chrisp Company in the amount of \$397,670. 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. 52: Huft Heating and Air Conditioning, Inc.**

Ms. Lazarewicz presented a proposal on behalf of Huft Heating and Air Conditioning, Inc., a first-time contractor requesting \$270,020 to train 145 workers, including 80 new employees and 5 veterans. Training will take place at Huft's locations in Elk Grove, Yuba City, Sacramento, and Marysville.

Mr. Swier stated there are representatives joining virtually to respond to any questions the Panel Members may have and introduced Christopher Skillman, Director of Training; Chris Van Dyke, President; and Jill Meeuwsen, Consultant.

Acting Chairperson Roberts asked if the Panel had any questions.

Hearing none, Acting Chairperson Roberts asked for a motion.

ACTION: Mr. Smiles moved and Mr. Morales seconded approval of the proposal submitted by Huft Heating and Air Conditioning, Inc. in the amount of \$270,020. 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. 53: Mariani Packing Co., Inc.**

Ms. Lazarewicz presented a proposal on behalf of Mariani Packing Co., Inc., a first-time contractor requesting \$319,700 in funding to train 330 trainees, including 70 new employees. Training will take place at Mariani's locations in Marysville and Vacaville.

Ms. Lazarewicz pointed out a small error on the proposal – the project listed under active projects has actually termed in February and should be moved to the prior projects table. Mariani is currently closing out this project and expects to earn 100% of the approved amount.

Ms. Lazarewicz stated there are representatives joining virtually to respond to any questions the Panel Members may have and introduced Sol Borges, Human Resources Specialist; Kathleen Maschal, Human Resources Director; and Keith Brama, Consultant.

Acting Chairperson Roberts noted that this is Mariani's third proposal and they have quite a few retrainees in this proposal (260) and asked what is different regarding the training from the last two projects. Acting Chairperson Roberts stated that she hopes they are getting different skill training or certifications or the retrainees are progressing in their careers.

Ms. Maschal explained that they have new technology that is coming on board in June of this year. So there will be new equipment, new computer programming driven equipment, where they will have to raise the skill level of their current employees. They also have new technology coming on board for a different line of business, so they anticipate hiring about another hundred employees over this contract period, so there will be job creation and that will provide the reason for the additional funding they are requesting.

Acting Chairperson Roberts stated that the Panel is concerned with career advancement and really want to see wage progression. Acting Chairperson Roberts asked if the people being trained from contract to contract are getting better wages and better jobs, because she believes this is their sixth contract.

Ms. Maschal gave an example that if they have an employee who was a utility or production line worker and has been promoted to an assistant operator and then a machine operator and now is working in another one of our office admin positions. So that person over the course of the last two and a half to three years has been able to progress through their training programs. Ms. Maschal shared that they promote on average about 10% of their workforce year over year and they have had huge success because of the ETP funding and the training programs that they are able to offer because of that. In that example regarding wages, Ms. Maschal explained that this person's wages increased about \$6 in total, from the time that they started with the company as a production worker to their new position now in the office admin side of the company.

Acting Chairperson Roberts noted that it seems like they are training their entire workforce, because they say they have 274 employees and plan to retrain 260, so that looks like they are training their employees over and over again and she would like to see some career advancement. Acting Chairperson Roberts stated that it is all about retention and about having portable skills and certifications that trainees can move to different companies.

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

Hearing none, Acting Chairperson Roberts asked for a motion.

ACTION: Ms. Hull moved and Mr. Smiles seconded approval of the proposal submitted by Mariani Packing Co., Inc. in the amount of \$319,700. 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. 54: Nor-Cal Beverage Co., Inc.**

Ms. Lazarewicz presented a proposal on behalf of Nor-Cal Beverage Co., Inc., a repeat contractor requesting \$241,500 in funding to train a total of 850 workers, including 100 new employees. Training will take place Nor-Cal Beverage's six production, distribution, and service facilities located in Yolo and Orange Counties.

Ms. Lazarewicz stated that representatives are joining virtually to respond to any questions the Panel Members may have and introduced Terri Erwin, VP of Human Resources.

Acting Chairperson Roberts stated that in their previous contract in 2020, they earned 76% of \$114,000 and now they are coming in for \$241,500. Acting Chairperson Roberts asked if they could give her some history on their past projects, why they are coming in for almost twice their prior amount, and why it looks like they are training their entire workforce.

Ms. Erwin explained that their headcount has increased by almost twice over the last three or four years, so they do have a lot of new employees. Ms. Erwin shared they are also slated to add an additional hundred positions within the next year and they have added a new line in their Anaheim facility to increase production, which added 65 positions. They also have new equipment they have installed over the last year and additional equipment in their Anaheim facility slated over the next two years, all of which require additional training. Ms. Erwin explained that for the new equipment, they have increasing audit requirements that change depending on the customer and their requirements for their various certifications.

Acting Chairperson Roberts asked if the 750 employees that are going to be retrained in this project were also trained in the recent project.

Ms. Erwin explained that they only had about 500 employees in their last contract. Acting Chairperson Roberts asked if that 500 is part of this 750.

Ms. Erwin confirmed they would be.

Acting Chairperson Roberts stated she hopes they are getting different job skills and different training that they require for career advancement.

Ms. Erwin affirmed and explained they have a structured training program for each of their manufacturing positions that gets the trainee from entry level all the way up through journeymen and then on to the lead positions. And then they have even promoted several of their leads into supervisory positions.

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 Mr. Morales seconded approval of the proposal submitted by Nor-Cal Beverage Co., Inc. in the amount of \$241,500. 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. 55: Studio Arts,**

*[This project has been pulled from the Calendar.]*

### **Tab No. 56: Fullerton Chamber of Commerce dba North Orange County Chamber (Expansion)**

Ms. Torres presented a proposal on behalf of Fullerton Chamber of Commerce dba North Orange County Chamber (NOCC), a repeat contractor requesting \$496,440 in Expansion Funds to train 895 Retraitees in the priority industries and 75 accountants in the non-priority industry group. Regarding the priority industry group, there are a planned 755 trainees in the health care industry of employers from the healthcare industry, as well as participating employers from the construction industry and the professional, scientific, and technology industries. NOCC provides assistance to small businesses, promotes a trained workforce providing opportunities for women and minority-owned enterprises. NOCC represents the cities of Buena Park,

Fullerton, and La Palma. This is NOCC's second ETP contract in the last five years. They are requesting the utilization of electronic recordkeeping which has been reviewed and approved by ETP staff. NOCC's most recent contract ending in August 2022 has already tracked hour's equivalent to 100% of their contract amount.

Ms. Torres stated there are representatives joining virtually to respond to any questions the Panel Members may have and introduced Andrew Gregson, President and Larry Mandell, Consultant.

Acting Chairperson Roberts asked Ms. Torres to clarify where NOCC is actually at in the earnings of their current project and if they have actual hours in the system at this point.

Ms. Torres explained that on page 5 of 5 under the Active Projects table, the way they track things has changed over the last two months. Staff has added a column that says, "Based on tracked hours", so ROCC has tracked hour's equivalent to 100% or \$199,245. Ms. Torres stated that they don't have any actual submitted invoices for final payment for earnings, but that's not unusual because a lot of this happens at the end when retention periods are met.

Acting Chairperson Roberts stated that the Panel only sees a bunch of zeros in these tables, which doesn't look good. Acting Chairperson Roberts suggested that something be done to redo the tables or to get more definition in them or to put the actual hours in them.

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

Hearing none, Acting Chairperson Roberts asked for a motion.

ACTION: Mr. Smiles moved and Mr. Morales seconded approval of the proposal submitted by Fullerton Chamber of Commerce dba North Orange County Chamber in the amount of \$496,440.

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. 57: The Shirley Ware Education Center, SEIU-United Healthcare Workers - West**

Mr. Swier presented a proposal on behalf of The Shirley Ware Education Center, SEIU-United Healthcare Workers-West, a repeat contractor requesting \$580,800 to train 192 Retraitees located throughout California. A Union support letter has been received from Service Employees International Union-United Healthcare Workers-West.

Mr. Swier stated there are representatives joining virtually to respond to any questions the Panel Members may have and introduced Tarik Scott, Director.

Acting Chairperson Roberts noted that their previous contract lists \$173,000 and they report that they are projected to earn 100% of that, but they are coming in now for almost four times that amount. Acting Chairperson Roberts stated that she had previously spoken to Mr. Atkinson about this who said the reason was because the last contract was right-sized originally due to performance from the previous contract. Acting Chairperson Roberts asked if they would be able to manage the larger amount if they had prior problems managing the smaller amount.

Mr. Scott explained that their first contract supported 45 workers across three job titles. They worked with Vision Service Associates and various imaging specialties with Kaiser Permanente. During their first contract they dedicated their efforts on registered apprenticeship so 100% of the workers that were trained were apprentices. Mr. Scott stated that for anybody who has worked toward registering and executing an apprenticeship, they understand the challenges of running these sets of projects and during the pandemic. They have made a shift in their strategy in two key areas, the first is that they are working with workers who are going through their traditional career pathways so they won't necessarily be registered apprentice projects that are easier to manage. The second is that they are moving from supporting 45 workers in their initial contract to over 190 workers in their current contracts. Mr. Scott shared that they think the amount of the proposal is proportional to the increase in the number of workers and they have full faith in their ability to execute with this larger amount.

Acting Chairperson Roberts asked if they had these 192 medical assistants already lined up and ready to go.

Mr. Scott explained that they don't have them fully identified in terms of actual names and workers in seats, but they supported over 500 medical assistants in 2021 alone, so with this amount being for 192 workers, they have full faith that within a two year contract they will be able to support 192.

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

Hearing none, Acting Chairperson Roberts asked for a motion.

**ACTION:** Mr. Smiles moved and Mr. Morales seconded approval of the proposal submitted by The Shirley Ware Education Center, SEIU-United Healthcare Workers-West in the amount of \$580,800. 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.



## **XV. 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.

Acting Chairperson Roberts stated that she would like Staff to revisit the tables the Panel sees in every Panel Packet that doesn't seem to be complete and doesn't really give an accurate picture of where the project stands.

No other comments were made.

## **XVI. PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA**

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

Jessica Alcocer with the Coalition for Immigrant Justice, stated that she would like to provide comments on behalf of several street vendors who were here to advocate for SEED funding in the region of the Inland Empire. Unfortunately, those folks had to return to work because after two and a half hours of waiting, they were unsuccessful in providing comments. Ms. Alcocer provided comments on behalf of Blanco Olivares, a street vendor in the Inland Empire with about eight years of learning about her human rights and street vendor rights with the coalition. Her activity with the coalition has helped elevate her family economically. She wants to share that they have a great need and great lack of resources that are often not reaching their area. They see a difference between LA County and other counties who receive a lot more funding than they do and they have a great need. Ms. Olivares wished to give this comment to advocate to receive additional funding to their region, because they have an incredible need. The coalition has helped Ms. Olivares with not just giving her information about her rights as a vendor, but also her human rights and they deserve the right to move forward just like everybody else, especially after being so affected by the Pandemic.

Ms. Alcocer provided a comment on behalf of Julio Barrios, a home cook who is starting a micro kitchen business in the Inland Empire. Ms. Barrios has been collaborating with the ICIJ since 2009 when they were still organizing meetings at her home. Ms. Barrios has been a witness to the positive impact that they have made possible throughout the years in this often forgotten region. During that time she has learned not only about her human rights, but also about the rights of vendors like herself. Ms. Barrios hopes that ETP understands the importance of additional funding to this region and these programs, because it has really helped a lot of vendors who did not have any other sort of resources before this and before the classes that were provided as a result of SEED funding.

Ms. Barrios shared a comment on behalf of another vendor who is also a home cook who plans to open her micro kitchen in the City of San Bernardino once the County approves the micro kitchen ordinance. She has been collaborating with the ICIJ for

the last two years and wants to thank them for all their support and helping her know her rights as an entrepreneur as a street vendor who is trying to work to formalize their business. She reiterated the great need they have for these programs and for the financial support for small businesses like them who may have been forgotten during the Pandemic. The City of San Bernardino is one city that is normally forgotten and abandoned and even though they are organizing towards finding solutions, they know that supporting entrepreneurship and street vendors is part of that solution.

Ms. Barrios shared another comment on behalf of a street vendor in the city of Bloomington in the Inland Empire in the unincorporated areas of San Bernardino County. This vendor has been working with the ICIJ for the last few years and during that time they have learned more about their leadership and rights as a street vendor. Today, they would like to make sure that people understand the need of these financial programs in the Inland Empire and that these zones have been forgotten for too long in the state and in order to build economic development, they need to include those that are most forgotten. The vendor started their small business years ago, but is now formalizing their business to be able to sell a popular Mexican dish and thanks to the SEED grant they were able to buy the material necessary to formalize their business and market it, as well.

Mr. Reyes Lopez shared that he lives in Coachella Valley and is a street vendor who sells food. He stated that the project is good because his job helps him provide food for his family. He shared that he has four children who are American citizens. He is proud that he has honest work which can provide for his family, make money, and contribute to the state because he pays taxes. Mr. Lopez thanked the ICIJ for informing him of his rights as a vendor.

Bryan, the Inland Empire Organizer with the Inland Coalition for Immigrant Justice, presented comments on behalf of Paulina Guzman, a street vendor in Riverside in the Inland Empire region. Ms. Guzman has been working in collaboration with ICIJ for two years, during which she learned about her rights as a street vendor and how to formalize her business. Ms. Guzman came to the United States three years ago and in order to get extra income, she and her husband decided to start a business with seafood. They had issues at the beginning and then looked into selling for events, then they met the ICIJ and were able to receive a mini grant and bought the equipment necessary to transport their items more easily and be able to plan out their events.

Bryan also shared comments from another street vendor in San Bernardino in the Inland Empire named Alma Lopez. She has been a part of the ICIJ for the last three years and during this time she has grown in her leadership and is currently a business owner and sells corn. With the help of ICIJ she was able to purchase her small cart materials and other tools which has helped grow her business and impact her family for good and will be able to save money to put her daughter through college.

Mr. Cooper thanked everyone who provided public comments regarding SEED and what it has done so far and what it might be able to do in the future if ETP is able to get additional funds. Mr. Cooper thanks the vendors for taking time out of their day to share their stories with the Panel about how these dollars are making impacts in their communities. Mr. Cooper wanted to clarify that ETP does not have control to expand the funding that it has currently been allocated from the Legislature. ETP has a set amount of funds and is distributing those funds in a fair and equitable way and reaching all across the state of California, including significant funds to the Inland Empire. Mr. Cooper expressed appreciation for the interest and demand for this program and is hopeful that ETP will get more funding in the next coming years from the Legislature.

Ms. Alcocer thanked Mr. Cooper for acknowledging all the voices that they have brought forward today. Ms. Alcocer shared another comment on behalf of Ms. Bueno, a street vendor in the San Bernardino region of the Inland Empire. Over the past two years, Ms. Bueno has been learning how to formalize and advance her business. Ms. Bueno has seen the extreme need of these funds in her area, which she understands because the assistance she received has provided her the knowledge and the funds to buy the necessary equipment to realize her business activities in a formal commercial and legal business manner. Ms. Alcocer shared another comment on behalf of Ms. Parriles, another vendor in the San Bernardino area in the Inland Empire. Ms. Parriles had previously worked in different jobs for different companies, which she lost due to the Pandemic and those employers were not able to hire her back to this day. Ms. Parriles was forced to work for herself as a street vendor and realized there was a lot of help that she needed. But due to SEED and the classes, she was able to learn how to efficiently increase her sales and was able to provide for her family and pay her rent and utilities, which she was not previously able to do during the Pandemic. Ms. Parriles hopes that more funds will be available for immigrants in her region because they do not have a lot of funds for programs and there is a huge need.

Ms. Alcocer shared that these comments were presented on her behalf and on the behalf of the vendors who took time out of their day to come before the Panel. She explained that it is difficult for these vendors to take time away, which shows how meaningful these funds are to them. Ms. Alcocer reiterated that the southern region is in great need of assistance and would benefit greatly from additional funds so that they may continue the program and add even more benefits.

Willie Atkinson gave a quick status update to the Panel regarding the application workgroup. Mr. Atkinson shared that they are continuing to move forward and are in the process right now of hiring a facilitator, and he will update the Panel again when that happens.

Regarding the SEED program, Acting Chairperson Roberts said she appreciated all the comments that came forward. But wanted to explain that of the 58 counties in California, Inland Empire received over 20% of the SEED program dollars,

distributed in two proposals. One for \$2 million and the other for \$1.3 million that went to the Inland Empire in San Bernardino County. Acting Chairperson Roberts said they will take all the applicants into consideration and asked that the applicants do their due diligence to follow all the rules and regulations about applying. She added that if the applicants do not follow the guidance in applying, they will not get funded.

Michael Cable wanted to clarify an earlier motion on the consent calendar and requested that the Panel hear the motion again by Rick Smiles which removed items 18 and 30 from the calendar.

Acting Chairperson Roberts asked for a motion to approve the consent calendar with those two projects, items 18 and 30, removed.

**ACTION:** Mr. Smiles moved and Mr. Tracy seconded the approval of the removal of items 18 and 30 from the Consent Calendar. Acting Chairperson Roberts called for a vote, and all Panel Members present voted in the affirmative for approval of the removal of items 18 and 30 from the Consent Calendar.

Motion carried, 6 to 0.

## **XVII. MEETING ADJOURNMENT**

Acting Chairperson Roberts adjourned the meeting at 12:35 p.m.