

PANEL PACKET

October 2022



Employment Training Panel



PANEL NOTICE/AGENDA

**Friday, October 28, 2022
9:30 a.m.**

VIRTUAL MEETING

Attention: In accordance with Government Code section 11133, this Panel Meeting will not have a physical presence; but rather, this Panel Meeting will be held through teleconferencing as noticed herein.

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

Join Zoom Meeting:

<https://us06web.zoom.us/j/89195749824>

Webinar ID: 891 9574 9824

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

Conference code: 1185529

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

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

Webinar Login For assistance, login and raise your hand or contact Ryan.Boyd@etp.ca.gov or Amina.Nasufovic@etp.ca.gov	9:00am	Ryan Boyd Amina Nasufovic
Webinar Instruction Intro Virtual: Audio-Ryan/Amina/Voice-Panel Only	9:30am	Ryan Boyd Amina Nasufovic
Call to Order by Acting Chairperson Virtual: Audio-Janice/Voice-Panel Only <ul style="list-style-type: none">Roll Call Hand-Raise Pause for Public Comment-Alayna <ul style="list-style-type: none">Action to Approve October Panel Meeting AgendaAction to Approve September Panel Meeting Minutes		Janice Roberts
Executive Report Virtual: Audio-Reg/Peter/Jaime/Tara/Michael/Voice-Panel Only <ul style="list-style-type: none">Legislative/Budget/OtherBudget Update and Action on AllocationsRequest Motion to Adopt Consent		Reg Javier Peter Cooper Tara Armstrong Michael Cable Jaime Guitierrez

Panel Date: October 28, 2022

Calendar Projects/Action

Policy Committee Report

Virtual: Audio-Gretchen/Voice-Panel Only

Gretchen Newsom

CivicMakers Presentation

Virtual: Audio-Ilya/Voice-Panel Only

Judi Brown
Virginia Hamilton

Presentation and Action Item on new Workforce Literacy Guidelines

Virtual: Audio-Ilya/Voice-Panel Only

Ilya Launitz

Presentation and Action Item on new Healthcare Initiative Guidelines

Virtual: Audio-Mario/Diana/Voice-Panel Only

Mario Maslac

Presentation and Action Item on Retrainee Job Creation (RJC) Wage

Virtual: Audio-Mario/Diana/Voice-Panel Only

Mario Maslac

California Small Businesses and Essential Workers: Closing Equity Gaps Through Upskilling

Virtual: Audio-Mario/Diana/Voice-Panel Only

Amanda Bergsen-Shilcock

Review and Action on Proposals

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

Virtual: Hand-Raise Pause for Public Comment-Alayna

Kellen Hernandez
Chris Hoover
Jana Lazarewicz

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

Virtual: Voice available for Panel Only

Public Comment on Matters Not on the Agenda

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

Public Meeting Adjourns

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

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

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

REVIEW AND ACTION ON PROPOSALS

These funding proposals are listed by Regional Offices and do not reflect the actual order of presentation. They will be considered by the Panel in accordance with a Table of Contents to be published on the ETP website no later than Monday, October 24, 2022, although the Panel may still change the order at the meeting. In regards to those items indicated below as an Amendment, please note that the dollar amount only reflects the proposed amendment amount, and not the total funding amount for the contract. Funding proposals are reviewed by the Panel on a case-by-case basis, and any action on a funding proposal shall not be binding on any other funding proposal.

North Hollywood Regional Office

Apprentice and Journeymen Training Trust Fund of the Southern	
California Plumbing and Piping Industry-----	\$489,514
Associated Builders & Contractors Central California Chapter ----	\$349,320
Associated Builders and Contractors of Southern	
California Inc. Merit Training Trust Fund -----	\$498,760
Bernards Bros. Inc.-----	\$310,500
Finishing Trades Institute of District Council 36 Joint	
Apprenticeship Training Trust Fund -----	\$494,479
Greater San Fernando Valley Chamber of Commerce -----	\$599,428
Los Angeles & Orange Counties Air Conditioning &	
Refrigeration Apprentice Training Committee-----	\$494,661
Motivo Engineering, LLC -----	\$108,675
Operating Engineers and Northern California Surveyors	
Pre-Apprentice, Apprentice, and Journeyman Affirmative Action	
Training Fund -----	\$441,507
Relativity Space, Inc. (Critical Proposal)-----	\$383,640
Southern California Floor Covering Apprenticeship & Training	
Trust Fund-----	\$413,800
U.A. Local 342 Joint Apprenticeship and Training Trust-----	\$493,433
United Parcel Service, Inc.-----	\$414,000
Vitas Healthcare Corporation of California -----	\$499,928

San Diego Regional Office

Balfour Beatty Construction, LLC-----	\$247,020
Hazard Construction Company -----	\$158,700
Southwest Boulder & Stone, Inc. -----	\$102,350

San Francisco Regional Office

Bapko Metal, Inc. -----	\$327,750
Bay Area Counties Roofing Industry Apprenticeship Training Fund-----	\$493,641
Bill Howe Plumbing, Inc. -----	\$298,540
Exo Imaging, Inc. -----	\$285,200
H.M. Electronics, Inc. -----	\$270,066
Musco Olive Products, Inc.-----	\$161,345
North Star Emergency Services, Inc. dba NORCAL Ambulance---	\$450,800
Nurix Therapeutics, Inc.-----	\$195,500
Threshold Enterprises, LTD-----	\$495,880

Sacramento Regional Office

Carpenters Training Trust Fund for Northern California -----	\$494,000
Cart Mart, Inc. -----	\$89,700
Central Valley Roofers and Waterproofers and Allied Workers Joint Apprenticeship and Training Trust-----	\$157,343
Foster Poultry Farms, LLC -----	\$499,100
George Reed, Inc. dba Basic Resources Inc. -----	\$496,800
Heat and Frost Insulators and Allied Workers of Northern Ca. and Local No. 16 Apprentice Training Trust-----	\$349,044
Northern California Elevator Industry Joint Apprentice Training Committee Trust Fund -----	\$494,000
Renovo Solutions, LLC-----	\$144,900
Stationary Engineers Northern California and Northern Nevada Apprenticeship and Training Trust Fund -----	\$494,126
The Brownie Baker, Inc. -----	\$102,810

PROPOSALS APPROVED
BY DELEGATION ORDER FOR 09/20/22 – 10/17/22

≤ \$75,000	Approved Date	Approved Amount
<u>North Hollywood Regional Office</u>		
Giroux Glass Inc.	10/11/22	\$74,520
Nongshim America, Inc.	10/13/22	\$43,470
Praedicat, Inc.	09/21/22	\$22,770
PSM Industries, Inc.	10/13/22	\$44,160
SGS US West Coast, LLC	10/11/22	\$41,745
TNG Security, Inc. dba California Commercial Security	10/11/22	\$33,120



State of California—Labor and Workforce Development Agency

Employment Training Panel

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- Presentation and Action Item: New Workforce Literacy Guidelines
- Presentation and Action Item: New Healthcare Initiative Guidelines
- Memo and Action Item on Retrainee Job Creation Wage
- PowerPoint regarding California Small Businesses and Essential Workers:
Closing Equity Gaps Through Upskilling

REVIEW AND ACTION ON PROPOSALS

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PSM Industries, Inc.

SGS US West Coast, LLC

TNG Security, Inc. dba California Commercial Security



M e m o r a n d u m

To: Panel Members

Date October 28, 2022

From: Reg Javier
Director

Subject: **Future Meeting Sites**

<i>October Panel October 28, 2022</i>	<i>Virtual – Via Zoom</i>
<i>November Panel</i>	<i>No Panel Meeting</i>
<i>December Panel December 16, 2022</i>	<i>Virtual – Via Zoom</i>



**STATE OF CALIFORNIA
EMPLOYMENT TRAINING PANEL
Friday, September 30, 2022**

Panel Members

Janice Roberts
Acting Chairperson

Gloria Bell
Member

Dee Dee Myers
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

Jaime Gutierrez
Chief Deputy Director

Tara Armstrong
Deputy Director of
Technical Branch

**STATE OF CALIFORNIA
EMPLOYMENT TRAINING PANEL
In Person Meeting
Friday, September 30, 2022**

I. PUBLIC PANEL MEETING CALL TO ORDER

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

II. ROLL CALL

Present

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

Executive Staff

Reg Javier, Executive Director
Jaime Gutierrez, Chief Deputy Director
Tara Armstrong, Deputy Director of Technical Branch

Absent

Ernesto Morales
Madison Hull
Peter Cooper

III. AGENDA

August agenda was reviewed.

ACTION: Ms. Bell moved and Ms. Newsom seconded approval of the Agenda with no changes. All Panel Members present voted in the affirmative for approval of the Meeting Agenda.

Motion carried, 6 to 0.

IV. MINUTES

No changes to August Meeting Minutes

ACTION: Ms. Newsom moved and Mr. Smiles seconded the approval of the Meeting Minutes with no changes. All Panel Members present voted in the affirmative for approval of the Meeting Minutes from the last panel meeting.

Motion carried, 6 to 0.

V. REPORT OF DIRECTOR

Today's panel agenda includes 61 proposals, including six delegation orders and a proposed amendment for a total of just over \$18.7 million in funding requests. The next Policy Committee meeting will be held on October 6. The agenda items are Production Lab, Healthcare fund and Literacy fund guidelines two alternatively funded programs by the legislature this year.

VI. UPDATE ON CAL-E-FORCE

Literacy and Safety Skills date has been added as an enhancement to the application. Added were internal fiscal screens and NAICS information updates. Under Cal-E-Grants will be added in the Department of Apprenticeship Services so they can utilize our system. With the California Workforce Development Board we are going live this month with their new grant called "Re-Entry" and looking at the participant data collection.

VII. REPORT FROM STAFF ATTORNEY

Legislative session is ending, today is the last day for the Governor to sign or veto any bills passed by the legislature as of September 1, 2022. Two bills, the first AB 1106 Employment Training Panel Pilot Program is essentially dead for failure to get out of committee. Secondly, AB 1573 which is Small Business Technical Assistance Bill which would have created a small business retention program but was vetoed by the Governor. A final report will be given at the next panel meeting.

VIII. REPORT OF THE CHIEF DEPUTY DIRECTOR

The invoice backlog has been caught up and we are now back to our normal invoice workload and process. Today will be the start of new series of presentations from those who have been utilizing ETP funding.

47 Apprenticeship proposals are on the agenda for today, with the rest in October for a total amount of \$16.2 million to support, 11,525 trainees (10,219 apprentices, 1260 journey workers and 46 pre-apprentices). Later in the year you will see projects from non-traditional and non-construction areas and sectors. Regarding the new general fund for the 22-23 Fiscal Year if the guidelines are approved at the Policy Committee meeting those applications will be seen in December.

Regarding Funding

Today's Panel Meeting is for approximately \$18.7 million, which does not include six approved Delegation Orders for a total of \$231,679. Delegation Orders are Proposals capped at \$75K and approved under delegated authority by the Director on a continuous flow basis. If all proposals scheduled for this Panel Meeting are funded today, the Panel will be approving 61 projects and one amendment.

After today's panel meeting the Employment Training Panel will have approximately \$61.9 million left in contracting capacity for the fiscal year 2022-23.

Regarding Demand and Allocations:

There are 222 applications currently in demand and 111 applications are with the Regional Offices in development. With 53 applications under review with the applications and assessment unit and 58 submitted applications pending review. The estimated value of the 222 applications is \$44.9 million (\$24 million for single employers, \$3.8 million for multiple employer contracts, \$9.7 million for small business and \$1.1 million for Critical Proposals. There is \$6.3 million in demand for Apprenticeships). We are well within our allocations for this fiscal year.

IX. CONSENT CALENDAR

Tabs which were accidentally left off but meet the criteria and should be included on the Consent Calendar are Tab 34 (Napa-Solano Counties Electrical Industry Apprenticeship and Training Trust Fund), Tab 45 (Local 245 Pipe Trades District Council No. 36 Journeyman and Apprenticeship Training Trust Fund) and Tab 46 (Marin, Sonoma, Lake and Mendocino Counties Electrical Joint Apprenticeship and Training Trust Fund).

It was requested that Tab 7: Musco Olive Products be pulled.

ACTION: Ms. Newsom moved and Mr. Smiles seconded the approval of the Consent Calendar with the addition of Tab 34 (Napa-Solano Counties Electrical Industry Apprenticeship and Training Trust Fund), Tab 45 (Local 245 Pipe Trades District Council No. 36 Journeyman and Apprenticeship Training Trust Fund) and Tab 46 (Marin, Sonoma, Lake and Mendocino Counties Electrical Joint Apprenticeship and Training Trust Fund) and pulling out Tab No. 7 (Musco Olive Products, Inc.). All Panel Members present voted in the affirmative for approval of the Consent Calendar with the addition of Tab 34 (Napa-Solano Counties Electrical Industry Apprenticeship and Training Trust Fund), Tab 45 (Local 245 Pipe Trades District Council No. 36 Journeyman and Apprenticeship Training Trust Fund) and Tab 46 (Marin, Sonoma, Lake and Mendocino Counties Electrical Joint Apprenticeship and Training Trust Fund) and pulling out Tab No. 7 (Musco Olive Products, Inc.).

Motion carried, 6 to 0.

X. PRESENTATIONS

A presentation was made regarding the Apprenticeship Program and development changes made to the program format.

A presentation regarding CivicMakers was given to explain their progress.

XI. REVIEW AND ACTION OF CONSENT CALENDAR

Tab No. 7: Musco Olive Products, Inc.

Was pulled, since no one was available to speak, a request to table until the October Panel Meeting was requested.

ACTION: Ms. Bell moved and Mr. Smiles seconded the approval to table this proposal until the October Panel meeting. All Panel Members present voted in the affirmative for approval to table this proposal until the October Panel Meeting.

Motion carried, 6 to 0.

XII. REVIEW AND ACTION OF PROPOSALS

APPRENTICESHIPS

A request was made for each proposal to explain in their opening remarks what programs and policies they you employing to bring more women, people of color and persons from disadvantaged communities into your apprenticeship program and how are you measuring your success in that. In an effort to share information.

Tab No. 13: Laborers Training and Retraining Trust Fund for Southern California.

Mr. Smiles recused himself.

Repeat contractor. Funding requested \$499,720 to train 75 Journey, 345 apprentice and 30 veteran apprentice retrainees

ACTION: Ms. Bell moved and Ms. Newsom seconded approval of the proposal submitted by Laborers Training and Retraining Trust Fund for Southern California, Inc. in the amount of \$499,720. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 5 to 0.

Tab No. 14: Local 250 Apprentice and Journeyman Training Trust Fund of the Southern California Plumbing and Piping Industry.

Repeat contractor. Funding requested \$494,479 to train 289 apprentice retrainees.

ACTION: Ms. Bell moved and Mr. Tracy seconded approval of the proposal submitted by Local 250 Apprentice and Journeyman Training Trust Fund of the Southern California Plumbing and Piping Industry in the amount of \$494,479. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

Tab No. 15: Los Angeles County Electrical Educational and Training Trust Fund.

Repeat contractor. Funding requested \$499,931 to train 293 apprentice and 21 veteran apprentice retrainees.

ACTION: Ms. Bell moved and Ms. Newsom seconded approval of the proposal submitted by Los Angeles County Electrical Educational and Training Trust Fund in the amount of \$499,931. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

Tab No. 16: N.E.C.A/I.B.E.W. Inland Training Fund.

Repeat contractor. Funding requested \$499,740 to train 11 Journey, 314 apprentices, 30 veteran apprentice retrainees.

Question was raised regarding one outstanding contract how is completion going? There is no information in the proposal.

Answer from Ms. Greer said that 2022 performance cannot be loaded until the 2021 contracts are closed by fiscal. 100% completion is planned.

A question regarding if EVITP (electric vehicle infrastructure training program) was being considered as an addition to the curriculum.

Mr. Rowe responded that in order to add the journeyman certificate they may do it in the last semester of the 5th year.

ACTION: Ms. Newsom moved and Mr. Smiles seconded approval of the proposal submitted by N.E.C.A/I.B.E.W. Inland Training Fund in the amount of \$499,740. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

Tab No. 17: San Luis Obispo County Electrical Joint Apprenticeship & Training Trust.

First time contractor. Funding requested \$82,843 to train 38 apprentice and 3 veteran retrainees.

ACTION: Mr. Smiles moved and Mr. Tracy seconded approval of the proposal submitted by San Luis Obispo County Electrical Joint Apprenticeship & Training Trust in the amount of \$82,843. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

Tab No. 18: Santa Barbara County Electrical Joint Apprenticeship Training Committee.

First time contractor. Funding requested \$101,173 to train 37 apprentice and 20 journey retrainees.

ACTION: Ms. Bell moved and Mr. Smiles seconded approval of the proposal submitted by Santa Barbara County Electrical Joint Apprenticeship Training Committee in the amount of \$101,173. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

Tab No. 19: Southern California Elevator Constructors Apprenticeship Training Trust.

Repeat contractor. Funding requested \$492,768 to train 288 apprentice retrainees.

ACTION: Ms. Newsom moved and Mr. Smiles seconded approval of the proposal submitted by Southern California Elevator Constructors Apprenticeship Training Trust in the amount of \$492,768. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

Tab No. 20: Southern California Field Ironworkers Apprenticeship Training and Journeyman Retraining Trust.

Repeat contractor. Funding requested \$471,144 to train 63 journey, 292 apprentice and 10 veteran apprentice retrainees.

ACTION: Mr. Tracy moved and Mr. Smiles seconded approval of the proposal submitted by Southern California Field Ironworkers Apprenticeship Training and Journeyman Retraining Trust in the amount of \$471,144. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

Tab No. 21: Southern California Plastering Institute Apprenticeship Trust.

First time contractor. Funding requested \$164,193 to train 26 journey and 75 apprentice retrainees.

ACTION: Mr. Smiles moved and Ms. Newsom seconded approval of the proposal submitted by Southern California Plastering Institute Apprenticeship Trust in the amount of \$164,193. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

Tab No. 22: Southern California Sheet Metal Joint Apprenticeship & Training Committee.

Mr. Tracy recused himself.

Repeat contractor. Funding requested \$493,848 to train 361 apprentice retrainees.

ACTION: Ms. Newsom moved and Mr. Smiles seconded approval of the proposal submitted by Southern California Sheet Metal Joint Apprenticeship & Training Committee in the amount of \$493,848. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 5 to 0.

Tab No. 23: Tile, Marble and Terrazzo Employees Joint Apprenticeship Training Committee Trust.

Repeat contractor. Funding requested \$342,987 to train 9 journey, 303 apprentice and 7 veteran apprentice retrainees.

ACTION: Mr. Smiles moved and Ms. Newsom seconded approval of the proposal submitted by Tile, Marble and Terrazzo Employees Joint Apprenticeship Training Committee Trust in the amount of \$342,987. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

Tab No. 24: Associated General Contractors of America, San Diego Chapter, Inc. Apprenticeship and Training Trust Fund.

Ms. Newsom recused herself.

Repeat contractor. Funding requested \$333,645 to train 195 trainees in one job number.

ACTION: Ms. Bell moved and Mr. Smiles seconded approval of the proposal submitted by Associated General Contractors of America, San Diego Chapter, Inc. Apprenticeship and Training Trust Fund in the amount of \$333,645. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 5 to 0.

Tab No. 25: Heat and Frost Insulators and Asbestos Workers Joint Apprenticeship Trust Fund.

Repeat contractor. Funding requested \$396,952 to train 232 trainees in one job number.

There was a question regarding job performance for contract ET 20-0910 which is showing a zero performance.

Mr. Betat responded that invoiced for 60% and was due to the pandemic.

ACTION: Ms. Bell moved and Ms. Newsom seconded approval of the proposal submitted by Heat and Frost Insulators and Asbestos Workers Joint Apprenticeship Trust Fund in the amount of \$396,952. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

Tab No. 26: Orange County Electrical Joint Apprenticeship and Training Trust.

Repeat contractor. Funding requested \$499,522 to train 316 trainees in three job numbers.

ACTION: Ms. Bell moved and Mr. Smiles seconded approval of the proposal submitted by Orange County Electrical Joint Apprenticeship and Training Trust in the amount of \$499,522. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

Tab No. 27: San Diego Chapter ABC Training Trust.

Repeat contractor. Funding requested \$476,496 to train 201 trainees in two job numbers.

Question regarding last contract performance of 75%, why? And a comment was made that usually when performance is lacking that the next contract is right sized.

Response made by Mr. Harbour was that the low performance was due to the pandemic and they have since expanded their delivery.

Comment was made that prevailing wage was paid regardless of whether it is a public or private job.

ACTION: Mr. Smiles moved and Ms. Newsom seconded approval of the proposal submitted by San Diego Chapter ABC Training Trust in the amount of \$476,496. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

Tab No. 28: San Diego Electrical Training Trust.

Ms. Newsom recused herself.

Repeat contractor. Funding requested \$499,990 to train 464 trainees in three job numbers.

ACTION: Ms. Bell moved and Mr. Smiles seconded approval of the proposal submitted by San Diego Electrical Training Trust in the amount of \$499,990. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 5 to 0.

Tab No. 29: Sheet Metal & Air Conditioning Apprenticeship & Journeyman Training Fund.

Mr. Tracy recuse himself.

Question regarding the fact that the numbers are at 12%, do we have any updates?

Ms. Greer answered they are doing great, final invoice has gone in for 2021 and 2022 will be loading shortly.

Repeat contractor. Funding requested \$210,230 to train 106 trainees in the four job numbers.

ACTION: Ms. Bell moved and Mr. Smiles seconded approval of the proposal submitted by Sheet Metal & Air Conditioning Apprenticeship & Journeyman Training Fund in the amount of \$210,230. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 5 to 0.

Tab No. 30: Southern California Surveyors Joint Apprenticeship Trust.

Repeat contractor. Funding requested \$499,750 to train 175 trainees in two job numbers.

Question regarding who is the training administrator?

Response from Mr. Fernandez was that it was him.

Question was asked why the active project is 163, 000 for 175 employees but this contract has tripled the amount. Did the expenses triple? Why is that?

Ms. Heredia responded yes, that is correct their budget increased due to new programs and equipment.

ACTION: Ms. Newsom moved and Mr. Smiles seconded approval of the proposal submitted by Southern California Surveyors Joint Apprenticeship Trust in the amount of \$499,750. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

Tab No. 31: Alameda County Electrical Industry Apprentice and Training Trust.

Priority industry and repeat contractor. Funding requested \$367,012 to train 50 journey, 150 apprentice and 4 veteran apprentice. 9th ETP contract and 6th in the last five years.

ACTION: Mr. Smiles moved and Ms. Bell seconded approval of the proposal submitted by Alameda County Electrical Industry Apprentice and Training Trust in the amount of \$367,012. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

Tab No. 32: Associated Builders and Contractors Northern California Chapter Training Trust Fund.

Repeat contractor. Funding requested \$283,896 to train 132 apprentice under job one (82 are electricians, 35 carpenters and 15 are painters) and 8 veteran apprentices under job 2 (4 electricians, 2 carpenters and two painters). 4th ETP contract third in the last five years.

Comment on how application occupations are being presented with one wage range please separate out in the future.

ACTION: Mr. Smiles moved and Ms. Bell seconded approval of the proposal submitted by Associated Builders and Contractors Northern California Chapter Training Trust Fund in the amount of \$283,896. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

Tab No. 33: Laborers Health and Welfare Trust Fund for Northern California.

Correction this is a repeat contractor. Funding requested \$499,930 to train 196 trainees under job one journey worker, 790 under job two apprentice and 8 under job three veteran apprentice. 8th ETP contract and sixth in the last five years.

ACTION: Ms. Bell moved and Mr. Smiles seconded approval of the proposal submitted by Laborers Health and Welfare Trust Fund for Northern California in the amount of \$499,930. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 7 to 0.

Tab No. 34: Napa-Solano Countries Electrical Industry Apprenticeship and Training Trust Fund.

Added to Consent Calendar

Tab No. 35: Pipe Trades Apprentice and Journeyman Training Trust Fund of Santa Clara and San Benito Counties.

Repeat contractor. Funding requested \$499,962 to train 300 trainees under job one apprentice, 16 job two veteran apprentice and 25 under job three journey worker. 8th ETP contract fifth in the last five years.

ACTION: Ms. Newsom moved and Mr. Tracy seconded approval of the proposal submitted by Pipe Trades Apprentice and Journeyman Training Trust Fund of Santa Clara and San Benito Counties in the amount of \$499,962. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

Tab No. 36: Pipe Trades Apprentice and Journeyman Training Trust Fund for San Mateo County.

Repeat contractor. Funding requested \$452,361 to train 175 under job one apprentice, 4 under job two veteran apprentice and 13 under job three journey workers. 6th ETP contract fifth in the last five years

ACTION: Ms. Newsom moved and Ms. Bell seconded approval of the proposal submitted by Pipe Trades apprentice and Journeyman Training Trust Fund for San Mateo County in the amount of \$452,361. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

Tab No. 37: San Francisco Electrical Industry Apprenticeship and Training Trust.

Repeat contractor. Funding requested \$499,876 to train 204 job one apprentice and 20 under job 2 veteran apprentice. 11th ETP contract and seventh in last five years.

ACTION: Ms. Bell moved and Ms. Newsom seconded approval of the proposal submitted by San Francisco Electrical Industry Apprenticeship and Training Trust in the amount of \$499,876. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

Tab No. 38: San Mateo County Electrical Apprenticeship and Training Trust.

Repeat contractor. Funding requested \$499,886 to train 42 under job one journey worker, 171 under job two apprentice and 19 under job three veteran apprentice. 10th ETP contract and seventh in the last five years.

ACTION: Ms. Newsom moved and Ms. Bell seconded approval of the proposal submitted by San Mateo County Electrical Apprenticeship and Training Trust in the amount of \$499,886. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

Tab No. 39: Santa Clara County Electrical Industry Apprenticeship and Training Trust.

Repeat contractor. Funding requested \$499,746 to train 50 journey, 425 apprentice and 52 veteran apprentices. 10th ETP contract seventh in last five years.

ACTION: Ms. Bell moved and Mr. Tracy seconded approval of the proposal submitted by Santa Clara County Electrical Industry Apprenticeship and Training Trust in the amount of \$499,746. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

Tab No. 40: Sheet Metal Workers Local 104 and Bay Area Industry Apprentice and Journeyman Training Fund.

Mr. Tracy recused himself

Priority industry and repeat contractor. Funding requested \$499,935 to train 18 journey, 585 apprentice and 30 veteran apprentice. This is eleventh contract with ETP and 5th in last five years.

ACTION: Mr. Smiles moved and Ms. Bell seconded approval of the proposal submitted by Sheet Metal Workers Local 104 and Bay Area Industry Apprentice and Journeyman Training Fund in the amount of \$499,935. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 5 to 0.

Tab No. 41: Sprinkler Fitters Local 483 Journeyman & Apprenticeship Training Fund.

Priority industry and new contractor. Funding requested \$336,250 to train 50 under job one journey worker, 162 under job two apprentices and 10 under job three veteran apprentices.

ACTION: Ms. Bell moved and Mr. Smiles seconded approval of the proposal submitted by Sprinkler Fitters Local 483 Journeyman & Apprenticeship Training Fund in the amount of \$336,250. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

Tab No. 42: Central Valley Electrical Industry Training & Educational Trust.

First time contractor. Funding requested \$204,116 to train 101 journey works, apprentice and veteran apprentice trainees.

ACTION: Mr. Tracy moved and Mr. Smiles seconded approval of the proposal submitted by Central Valley Electrical Industry Training & Educational Trust in the amount of \$204,116. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

Tab No. 43: Glaziers Architectural Metal & Glass Workers Finishing Trade Institute J.A.T.C.

Repeat contractor. Funding requested \$499,149 to train 417 apprentice and veteran apprentice trainees.

Comment was made on prior performance not showing.

Response by Mr. Beltran was that they have submitted for close out.

ACTION: Ms. Newsom moved and Mr. Smiles seconded approval of the proposal submitted by Glaziers Architectural Metal & Glass Workers Finishing Trade Institute J.A.T.C. in the amount of \$499,149. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

Tab No. 44: Local 100 International Brotherhood of Electrical Workers Joint Electrical Training Trust Fund.

Repeat contractor. Funding requested \$271,230 to train 200 journey worker, apprentice and veteran apprentice trainees.

ACTION: Mr. Smiles moved and Ms. Bell seconded approval of the proposal submitted by Local 100 International Brotherhood of Electrical Workers Joint Electrical Training Trust Fund in the amount of \$271,230. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

Tab No. 45: Local 246 Pipe Trades District Council No. 36 Journeyman and Apprenticeship Training Trust Fund.

Added to Consent Calendar

Tab No. 46: Marin, Sonoma, Lake and Mendocino Counties Electrical Joint Apprenticeship and Training Trust Fund.

Added to Consent Calendar

Tab No. 47: Northern CA Field Ironworkers Apprenticeship Training and Journeyman Retraining Fund.

Correction proposal in panel packet is incorrect a corrected proposal has been handed out. Repeat contractor. Funding requested \$473,678 to train 593 journey worker, apprentice and veteran apprentice trainees.

ACTION: Ms. Newsom moved and Mr. Smiles seconded approval of the proposal submitted by Northern CA Field Ironworkers Apprenticeship Training and Journeyman Retraining Fund in the amount of \$473,678. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

Tab No. 48: Sacramento Area Electrical Workers Joint Apprenticeship Training and Journeyman Retraining Fund.

Repeat contractor. Funding requested \$490,020, to train 220 journey worker, apprentice and veteran apprentice trainees.

ACTION: Ms. Newsom moved and Mr. Smiles seconded approval of the proposal submitted by Sacramento Area Electrical Workers Joint Apprenticeship Training and Journeyman Retraining Fund in the amount of \$490,020. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

Tab No. 49: San Joaquin and Calaveras County Electrical Industry Apprenticeship and Training Trust.

First time contractor. Funding requested \$151,886 to train 72 journey worker, apprentice and veteran apprentice trainees.

ACTION: Ms. Newsom moved and Mr. Smiles seconded approval of the proposal submitted by San Joaquin and Calaveras County Electrical Industry Apprenticeship and Training Trust in the amount of \$151,886. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

Tab No. 50: State Building and Construction Trades Council of California.

Repeat contractor. Funding requested \$499,373 to train 361 journey worker, apprentice and veteran apprentice trainees, there is also 30 pre-apprentice new hire trainees.

ACTION: Mr. Smiles moved and Ms. Newsom seconded approval of the proposal submitted by State Building and Construction Trades Council of California in the amount of \$499,373. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

Tab No. 51: Western Electrical Contractors Association Apprenticeship and Training Trust.

Repeat contractor. Funding requested \$499,600 to train 200 apprentices.

ACTION: Mr. Smiles moved and Ms. Bell seconded approval of the proposal submitted by Western Electrical Contractors Association Apprenticeship and Training Trust in the amount of \$499,600. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

SINGLE EMPLOYER CONTRACTS

Tab No. 52: Bumble Bee Foods, LLC.

Withdrawn.

ACTION: Mr. Smiles moved and Mr. Tracy seconded approval to table the proposal submitted by Bumble Bee Foods, LLC in the amount of \$498,318. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

Tab No. 53: Free Energy Savings Company, LLC.

Repeat contractor. Funding requested \$499,075 to train 255 retrainees and 65 job creation trainees, with training taking place statewide.

Clarification was asked as to why they are not utilizing the apprenticeship programs.

Mr. Rago's response was that their employees need to look at the whole house and internal training works better because utilities have certain standards which need to be followed.

Follow up was given that the wages shown were actually wage progression.

Comment was made regarding productive lab 25% and how diagnostics and plan reading was not productive lab request was to be careful going forward with what is included, specifically. Policy Committee meeting will discuss this more.

ACTION: Mr. Smiles moved and Ms. Bell seconded approval of the proposal by Free Energy Savings Company, LLC in the amount of \$449,075. All Panel Members present voted in the affirmative to approve the proposal moved.

Motion carried, 6 to 0.

Tab No. 54: Hydro-Aire Aerospace Corp.

Repeat contractor, Funding requested should be \$429,640. To train 367 retrainees and 100 job creation trainees. Located in LA.

Comment was made regarding the project being headed up by HR, since there is a high turnover rate with HR directors. Question was asked who would then take over.

Mr. Scholl responded that he would be the one to take over. He is the Talent Development Director. They made sure that there would be a backup.

ACTION: Ms. Newsom moved and Mr. Smiles seconded table the proposal submitted by Hydro-Aire Aerospace Corp. in the amount of \$429,640 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: Yosemite Community College District, Colombia College.

First time contractor. Funding requested \$259,760 to train 390 workers. Training will take place participating employers worksites in Sacramento, Stanislaus, Los Angeles and Alameda counties.

ACTION: Mr. Smiles moved and Ms. Bell seconded approval of the proposal submitted by Yosemite Community College District, Colombia College in the amount of \$259,760. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 6 to 0.

AMENDMENTS

Tab No. 56: Schilling Paradise Corp.

A material change to the existing expansion funded project which will add an affiliate JAM and a new job number has been added effective April 1, 2022, and increases wages for job 2 the ETP minimum wages for calendar year 2022. Contract amount remain the same.

ACTION: Ms. Bell moved and Mr. Smiles seconded approval of the amendment submitted by Schilling Paradise Corp. in the amount of \$322,575. All Panel Members present voted in the affirmative to approve the amendment as moved.

Motion carried, 6 to 0.

Final comments were made that it is important if someone asks for funds that they be present, the message needs to be clear that if you are a no show you may not get funded. There is no reason that a representative cannot find someone to take over and appear.

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

Acting Chairperson Roberts provided an opportunity for Panel Members to request agenda items for future panel meetings.

No comments were made.

XIV. PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

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

Comment was made that priority industries use to be companies who made products in California and were at risk of moving out of state which was the basis of ETP. One idea to serve these priority manufacturers would be to allow those larger MEC's, such as trade associations,

chambers with good track records to hold multiple MEC's. MEC's could have multiple regions example central valley, far north like colleges and increase the funding. Rules have to be the same this is a labor and business joint panel. Diversion of all same programs at one time does not look equitable and funding contracts with no performance would not be acceptable with single employer businesses for example and the application process should be the same for all.

XV. MEETING ADJOURNMENT

Acting Chairperson Roberts adjourned the meeting at 1:50 p.m.

Single Employer Contractor

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

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

These features apply to core program funding.

Multiple Employer Contractor

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

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

Retraining

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

New Hire Training

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

These features apply to core program funding.

Delegation Order Process

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



Employment Training Panel

MEMORANDUM

To: Panel Members Date: As of 10/20/2022

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

From: Michael Cable, Staff Attorney

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

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I. ASSEMBLY BILLS

- **[CHAPTER 323 \(AB-628\): Breaking Barriers to Employment Initiative.](#)**
Summary: Among other things, this bill would instead provide that the initiative is intended to focus on innovative approaches to, and proven practices for, addressing racial, ethnic, and socioeconomic disparities in the labor market. The bill would require the executive director of the board to convene an advisory group, as prescribed, to make recommendations to the board on grant application criteria and parameters for eligible organizations, review and make recommendations to the board regarding grant proposals, support identification of prospective grantees, support technical assistance opportunities, and make recommendations to the board to strengthen implementation.

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

- **[CHAPTER 746 AB-680: Greenhouse Gas Reduction Fund: California Jobs Plan Act of 2021.](#)**
Summary: This bill would enact the California Jobs Plan Act of 2021, which would require the Labor and Workforce Development Agency to work with the state board to update the funding guidelines for administering agencies to ensure that all applicants to grant programs funded by the Greenhouse Gas Reduction Fund meet specified standards, including fair and responsible employer standards and inclusive procurement policies. The bill would require agencies to give preference to applicants that demonstrate a partnership with an educational institution or training program targeting residents of disadvantaged, tribal, and low-income communities.

Status: On 10/09/2021: Approved by the Governor, Chaptered by the Secretary of State.

- **[AB-1106 Employment Training Panel: pilot program: employment training needs.](#)**
Summary: This bill, upon appropriation by the Legislature, would require the Employment Training Panel to establish a pilot program to serve the employment training needs of small businesses. The bill would require the program to leverage the capacity of the existing statewide network of community college contract education centers operating with multiple employer contracts. The bill would require the Employment Training Panel to develop the pilot program to achieve specified purposes, including strengthening the linkages between higher education institutions and employers. This bill would require the Employment Training Panel, in developing the program, to work with key workforce and economic development partners, including the Chancellor's Office of the California Community Colleges, the Governor's Office of Business and Economic Development, the Labor and Workforce Development Agency, and the California Workforce Development Board. The bill would also authorize the Employment Training Panel to establish one or more ad hoc advisory groups of stakeholders. The bill would require all data collected from the pilot program to be inputted into the Employment Training Panel's data tracking system. The bill would require the Employment Training Panel to submit 2 reports to the appropriate legislative committees on the implementation of the program and program activities, as specified. This bill would repeal these provisions on January 1, 2026.

Status: On 08/11/2022: In committee: Held under submission.

- **[\(CHAPTER 477\) AB-1273: Interagency Advisory Committee on Apprenticeship: the Director of Consumer Affairs and State Public Health Officer.](#)**
Summary: This bill would additionally make the State Public Health Officer and the Director of Consumer Affairs ex officio members of the Interagency Advisory Committee on Apprenticeship. This bill would prohibit the Department of Consumer Affairs and its various boards from prohibiting or approving an accrediting program that prohibits earn and learn programs for training in a profession licensed or certified by the board. The bill would prohibit the State Department of Public Health from prohibiting earn and learn programs for training of personnel. The bill would require boards of the Department of Consumer Affairs and the State Department of Public Health to use licensing or certification standards that authorize the use of earn and learn trainings.

Status: On 10/04/2021: Approved by the Governor, Chaptered by the Secretary of State.

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

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

- **[AB-1369 Buy Clean California Act: eligible materials: product-specific global warming potential emissions.](#)**
Summary: Existing law, the Buy Clean California Act, requires the Department of General Services, by January 1, 2022, to establish and publish in the State Contracting Manual, in a department management memorandum, or on the department's internet website, a maximum acceptable global warming potential for each category of eligible materials, set at the industry

average of facility-specific global warming potential emissions for that material, expressed as specified. Existing law defines eligible materials for those purposes to mean carbon steel rebar, flat glass, mineral wool board insulation, or structural steel. This bill would define eligible materials to additionally include gypsum board, insulation, carpet and carpet tiles, and ceiling tiles. The bill would also require the department, by January 1, 2024, to establish and publish a maximum acceptable global warming potential for each category of eligible materials, set at the industry average of product-specific global warming potential emissions for those materials.

Status: On 08/29/2022: Ordered to inactive file at the request of Senator Becker.

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

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

- **AB-1417 Community colleges: providers of care for individuals with developmental disabilities: model curriculum for certification program.**
Summary: This bill would express findings and declarations of the Legislature relating to the need in this state for well-trained providers of care for individuals with developmental disabilities. The bill would require the chancellor's office to develop a model curriculum for a certification program for providers of care for individuals with developmental disabilities, designed to be offered at community college campuses where there is sufficient student interest and a properly qualified faculty to sustain such a program. The bill would require the chancellor's office, in developing the model curriculum, to consult with individuals and organizations with expertise in the provision of care for individuals with developmental disabilities and the training of practitioners for that task.

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

- **AB-1431 Forestry: forest carbon and resilience goals.**
Summary: This bill would establish state goals for fuels treatment, vegetation management, and wildfire risk reduction, including, but not limited to, increasing vegetation management on nonfederal lands and urging the federal government to increase vegetation management on federal lands, as provided, and increasing the pace and scale of home hardening efforts to harden at least 100,000 existing homes per year by 2025. The bill would require that the established vegetation management goals be for activities that improve fire resiliency and reduce fire spread, duration, and intensity, fuel ignitability, or ignition of tree crowns, as applicable, and would require the state to implement, or cause to be implemented, the established vegetation management and home hardening goals in a specified manner, including prioritizing the implementation of these goals in the most vulnerable communities. The bill would require the Natural Resources Agency and the California Environmental Protection Agency, on or before January 1, 2023, and annually thereafter, to submit to the appropriate policy and budget committees of the Legislature a report on the progress made.

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

- **[AB-1436 Information privacy: digital health feedback systems.](#)**
Summary: This bill would define “personal health record information” for purposes of the act to mean individually identifiable information, in electronic or physical form, about an individual’s mental or physical condition that is collected by a product or device, commercial internet website, online service, or mobile application that is used by an individual and that is specifically designed to collect and transmit, directly or indirectly, the individual’s personal health record information through a direct measurement of an individual’s mental or physical condition or through user input regarding an individual’s mental or physical condition. The bill would provide that a business that offers a personal health record system to a consumer shall not knowingly use, disclose, or permit the use or disclosure of personal health record information without a signed authorization, as specified. The bill would also prohibit a recipient of personal health record information pursuant to an authorization from further disclosing the health record information unless in accordance with a new authorization, as specified. The bill would make a violation of these provisions subject to specified administrative fines and civil penalties.

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

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

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

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

by leveraging the state’s economic development and small business technical assistance providers, as provided.

Status: On 09/27/2022: Vetoed by Governor.

- **(CHAPTER 181) AB-1585 Health care.**

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

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

- **(CHAPTER 313) AB-1604 The Upward Mobility Act of 2022: boards and commissions: civil service: examinations: classifications.**

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

Status: On 09/13/2022: Chaptered by Secretary of State - Chapter 313, Statutes of 2022.

- **AB-1634 Employment: clean economy: the Office of Just Transition.**

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

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

- **(CHAPTER 202) AB-1644 Greenhouse Gas Reduction Fund: California Jobs Plan Act of 2021.**

Summary: The California Global Warming Solutions Act of 2006, establishes the State Air Resources Board as the agency responsible for monitoring and regulating sources of emissions of greenhouse gases. The act authorizes the state board to include the use of market-based compliance mechanisms in regulating greenhouse gas emissions. Existing law requires all moneys, except for fines and penalties, collected by the state board from a market-based compliance mechanism to be deposited in the Greenhouse Gas Reduction Fund and to be available to the state upon appropriation by the Legislature. Existing law, beginning in the 2022–23 fiscal year through the 2028–29 fiscal year, continuously appropriates \$200,000,000 from the fund to the Department of Forestry and Fire Protection for healthy forest and fire prevention programs and projects, and the

completion of prescribed fire and other fuel reduction projects. The California Jobs Plan Act of 2021 requires the state board to work with the Labor and Workforce Development Agency to update, by July 1, 2025, Greenhouse Gas Reduction Fund funding guidelines for administering agencies to ensure that all applicants to grant programs funded by the fund meet specified standards, including fair and responsible employer standards and inclusive procurement policies, as provided. Existing law exempts from these standards applicants for certain types of projects. This bill would exempt from these standards applicants for healthy forest and fire prevention programs and projects, and the completion of prescribed fire and other fuel reduction projects.

Status: On 08/29/2022: Chaptered by Secretary of State - Chapter 202, Statutes of 2022.

- **[AB-1651 Worker rights: Workplace Technology Accountability Act.](#)**

Summary: This bill would require state agencies to periodically update their telecommuting plans to respond to changing technology and its impact on worker well-being. This bill would impose various duties on employers and their vendors regarding the ability to collect and use worker data, as defined. Specifically, the bill would confer the right to workers to know, review, correct, and secure data collected from them by their employer and would limit the ability of an employer to use that data beyond specified purposes. The bill would impose various limitations on the collection and use of data via electronic monitoring, would impose limitations on the purpose and effect of using Automatic Decision Systems, as defined, and would require employers to prepare and publish impact assessments for the use of various technology. This bill would require the Labor and Workforce Development Agency in coordination with its various departments and the Department of Fair Employment and Housing to enforce the worker data protections created by this bill.

Status: On 04/21/2022: From committee: Do pass and re-refer to Com. on P. & C.P. (Ayes 5. Noes 2.) (April 20). Re-referred to Com. on P. & C.P.

- **[AB-1679 Governor's Office of Business and Economic Development: California Business Investment Services Program: Supply Chain Senior Advisor.](#)**

Summary: This bill would require the director to appoint a Supply Chain Senior Advisor within the office to be the principal advocate in the state for the interests of business and industry related to supply chain development and operation and to advise the director on legislation, administrative regulations, and other issues affecting the state's supply chain. The bill would also authorize the senior advisor, in consultation with the director, to establish and convene one or more advisory groups consisting of stakeholders in the state's supply chain. The bill would require the senior advisor to, among other things, collaborate with state agencies with similar duties and functions or that otherwise support or impact supply chains in the state and oversee and support the work of any advisory group established and convened pursuant to the bill's provisions. The bill would also require each state agency to furnish to the senior advisor reports, documents, and information that are public records and that the senior advisor deems necessary to carry out the advisor's duties and functions.

Status: On 05/19/2022: In committee: Held under submission.

- **AB-1733 State bodies: open meetings.**
Summary: This bill would specify that a “meeting” under the act, includes a meeting held entirely by teleconference. The bill would require all open meetings to be held by teleconference, would allow for use of teleconference in closed sessions, and would remove existing provisions of the act that require each teleconference location to be identified in the notice and agenda and accessible to the public. The bill would instead require the state body to provide a means by which the public may remotely hear, or hear and observe, the meeting and may remotely address the state body via two-way audio-visual platform or two-way telephonic service, as specified, and would require information to be provided in any notice to the public indicating how the public can access the meeting remotely. The bill would require the state body to provide an opportunity for members of the public to address the state body. The bill would require the state body to provide members of the public a physical location to hear, observe, and address the state body, and would authorize the members of the state body to participate in a meeting remotely or at a designated physical meeting location, and specify that physical presence at any physical meeting location is not necessary for the member to be deemed present at the meeting. The bill would require the agenda to be posted 10 days in advance of the meeting, or as provided in accordance with the provisions applicable to a special or emergency meeting, as well as posted on the state body’s internet website and, on the day of the meeting, at any physical meeting location designated in the notice. The bill would also provide that the notice of the meeting is required to specify the means by which a meeting may be accessed by teleconference. The bill would prohibit the notice and agenda from disclosing any information regarding any remote location from which a member is participating, and require members attending a meeting from a remote location to disclose whether any other individuals 18 years of age or older are present in the room.

Status: 04/20/2022: In committee: Hearing postponed by committee.

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

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

- **(CHAPTER 112) AB-1854 Unemployment insurance: work sharing plans.**
Summary: This bill would extend work sharing provisions indefinitely, and would require the department to accept electronic signatures on all work sharing plan documents. The bill would, beginning September 15, 2020, require that work sharing plan applications submitted by eligible employers, upon approval by the director, be deemed approved for one year, except as specified.

Status: On 07/19/2022: Chaptered by Secretary of State - Chapter 112, Statutes of 2022.

- **(CHAPTER 767) AB-1949 Employees: bereavement leave.**
Summary: This bill would require, if an existing leave policy provides for less than 5 days of bereavement leave, a total of at least 5 days of bereavement leave for the employee, as prescribed. The bill would make it an unlawful employment practice for an employer to engage in specified acts of discrimination, interference, or retaliation relating to an individual’s exercise of rights under the bill. The bill would require the employer to maintain employee confidentiality relating to bereavement leave, as specified. The bill would not apply to an employee who is covered by a valid collective bargaining agreement that provides for prescribed bereavement leave and other specified working conditions.

Status: On 09/29/2022: Chaptered by Secretary of State - Chapter 767, Statutes of 2022.

- **[AB-1996 State government: administrative regulations: review.](#)**
Summary: This bill would require each state agency to, on or before January 1, 2026, review that agency's regulations, identify any regulations that are duplicative, overlapping, inconsistent, or out of date, to revise those identified regulations, as provided, and report to the Legislature and Governor, as specified. The bill would repeal these provisions on January 1, 2027.

Status: On 05/19/2022: In committee: Held under submission.
- **[AB-2095: Employment information workers metrics.](#)**
Summary: Current law establishes within the Labor and Workforce Development Agency the Department of Industrial Relations, one of the purposes of which is to foster, promote, and develop the welfare of the wage earners of California, to improve their working conditions, and to advance their opportunities for profitable employment. This bill would establish a program in, and administered by, the agency and would require employers with more than 1,000 employees in California, as provided, to submit various statistics regarding those employees to the agency. The bill would require the agency to develop in a prescribed manner criteria and a scoring methodology to rank employers that would qualify as an employer eligible to be certified as a high-road employer.

Status: On 05/19/2022: In committee: Held under submission.
- **[AB-2132 California Medical School Tuition for Medical Service Pilot Program.](#)**
Summary: This bill would establish the California Medical School Tuition for Medical Service Pilot Program under the administration of the Student Aid Commission. The bill would provide financial aid to certain students to support their undergraduate, medical school, and graduate medical educations. The bill would require these students to commit to practicing for a specified period of time in primary care or a high-needs specialty in California in medically underserved populations and areas. The bill would require the commission to begin implementing the pilot program during the 2023–24 academic year, including by developing program eligibility, outreach, and monitoring criteria. The bill would, among other things, require the commission to develop eligibility criteria, including by prioritizing students who are underrepresented in medicine based on race, ethnicity, and language.

Status: On 03/14/2022: Re-referred to Com. on HIGHER ED.
- **[\(CHAPTER 348\) AB-2204 Clean energy: Labor and Workforce Development Agency: Deputy Secretary for Climate.](#)**
Summary: This bill, upon appropriation by the Legislature, would establish the position of Deputy Secretary for Climate within the Labor and Workforce Development Agency, to be appointed by the Governor and subject to confirmation by the Senate, for the purpose of assisting in the oversight of California's workforce transition to a sustainable and equitable carbon neutral economy. This bill would require the deputy secretary to coordinate with relevant state agencies to track the progress of the state moving toward 100% clean energy, as defined, and create or coordinate programs with other state agencies to retrain and upskill workers for clean energy jobs and jobs in related fields. The bill would make the operation of the act contingent upon an appropriation by the Legislature in the annual Budget Act or another statute for its purposes. The bill would repeal these provisions on January 1, 2046.

Status: On 09/16/2022: Chaptered by Secretary of State - Chapter 348, Statutes of 2022.

- **[AB-2263 Golden State Apprenticeship and Vocational Training Emergency Assistance Grant Program.](#)**

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

Status: On 05/19/2022: In committee: Held under submission.

- **[\(CHAPTER 568\) AB-2342 Community Economic Resilience Fund Program.](#)**

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

Status: On 09/27/2022: Chaptered by Secretary of State - Chapter 568, Statutes of 2022.

- **[AB-2358 Alternative vehicle and vessel technologies: funding programs: commercial harbor craft.](#)**

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

Status: On 06/14/2022: In committee: Set, first hearing. Hearing canceled at the request of author.

- **[AB-2425 Community colleges: Hire UP: From Corrections to Career Pilot Program.](#)**

Summary: This bill would establish the Hire UP: From Corrections to Career Pilot Program, to be administered by the Office of the Chancellor of the California Community Colleges and the Student Aid Commission. The bill would authorize the chancellor's office to enter into agreements with up to 10 community college districts to provide funding for stipends to formerly incarcerated individuals. The bill would require the chancellor's office to develop an application for community college districts wishing to participate to apply for funding, and to develop criteria for the selection of individual stipend recipients, as provided. The bill would make funding for the pilot program subject to an appropriation by the Legislature for these purposes, up to \$60,000,000 annually. The

bill would require the chancellor's office to submit an annual report to the Legislature on the implementation of the pilot program, including key conclusions and policy recommendations.

Status: On 06/13/2022: In committee: Hearing postponed by committee.

- **(CHAPTER 352) AB-2446 Embodied carbon emissions: construction materials.**
Summary: This bill would require the commission to develop a framework for measuring and then reducing carbon intensity in the construction of new buildings, including those for residential uses. The bill would require the commission to design the framework to achieve an 80% net reduction in the carbon intensity of construction and materials used in new construction by 2045, with interim goals of 20% below 2020 levels by 2030 and 40% below 2020 levels by 2035. The bill would require the commission to take certain actions to facilitate the achievement of these goals.

Status: On 09/16/2022: Chaptered by Secretary of State - Chapter 352, Statutes of 2022.

- **AB-2465 Pupil instruction: third-grade literacy: literacy grant program.**
Summary: This bill would create the Family and Community Literacy: Supporting Literacy and Biliteracy in Schools, Families, and Communities Grant Program for the purpose of supporting the goal of all of California's pupils reading at grade level by third grade and engaging families at every stage of that process. The bill would require the department to award competitive grants from the California Family Literacy Innovation Project to local educational agencies, as provided. This bill would establish the California Family Literacy Innovation Project, under the administration of the department, in order to support community literacy and educational enrichment by supporting local educational agencies to engage families to improve literacy and biliteracy outcomes. The bill would require the department to award grants of up to \$1,900,000 each to at least 25 local educational agencies that conduct a needs assessment and analysis, and design an evidence-based Family Literacy and Biliteracy Innovation Plan, as provided. The bill would require grant recipients to provide annual progress reports to the department, and would require the department to contract with an external evaluator to develop a final report and evaluate program effectiveness, as provided.

Status: On 08/11/2022: In committee: Held under submission.

- **AB-2522 Public Health Workforce Loan Repayment Program.**
Summary: This bill would require the department to develop and administer the Public Health Workforce Loan Repayment Program to provide loan assistance payments to qualifying public health workforce staff. The bill would require the department to commence providing loan assistance payments to individuals as of July 1, 2024. The bill would require the department, in administering the program, to establish various things, including an application process for applicants and eligibility criteria, as specified. The bill would require the department, on or before April 4 each year, to post a report on the program, as specified. The bill would authorize the department to implement, interpret, or make specific those provisions by means of policy letters, provider bulletins, or other similar instructions, without taking regulatory action. This bill would appropriate \$90,000,000 from the General Fund to the department to administer and implement those provisions, in accordance with a specified schedule.

Status: On 08/11/2022: In committee: Held under submission.

- **AB-2562 Clean Transportation Program: hydrogen-fueling stations.**
Summary: This bill would require the State Energy Resources Conservation and Development Commission, if it awards funding to hydrogen-fueling station projects under the program, to provide preference to those projects that are located at a port and are publicly accessible, are collocated at a fueling station for medium- and heavy-duty trucks, or are located along a state

highway designated as a freight corridor. The Commission shall collaborate with entities that have expertise in workforce development to implement the workforce development components of this section, including, but not limited to, the California Workforce Development Board, the Employment Training Panel, the Employment Development Department, and the Division of Apprenticeship Standards

Status: On 05/19/2022: In committee: Held under submission.

- **(CHAPTER 333) AB-2627 Electronically collected personal information: state and local agencies: the California Community Colleges: memorandum of understanding.**

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

Status: On 09/15/2022: Chaptered by Secretary of State - Chapter 333, Statutes of 2022.

- **AB-2670 California Regional Initiative for Social Enterprises Program.**

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

Status: 05/19/2022: In committee: Held under submission.

- **AB-2696 Electricity: transmission facilities: study.**

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

Status: On 08/11/2022: In committee: Held under submission.

- **AB-2807 Transportation funding programs: eligibility: commercial harbor craft: public transportation ferries.**

Summary: This bill would expand the purposes of the program to include the funding of the development, demonstration, precommercial pilot, and early commercial deployment of zero- and near-zero-emission commercial harbor craft technologies. This bill would expand the programs and projects that are eligible to receive funding under the Clean Transportation Program to include programs and projects that accelerate the commercialization of commercial harbor craft and alternative and renewable fuels and programs and projects to retrofit fleets of commercial harbor craft with technologies that create higher fuel efficiencies. This bill would expand the programs that are eligible to receive funding under the Air Quality Improvement Program to include incentives for commercial harbor craft, including low- or zero-emission commercial harbor craft. This bill would specifically provide that expenditures related to the purchase of zero-emission public transportation ferries are an eligible expenditure under the program if the expenditure would result in new or expanded waterborne transit.

Status: On 08/11/2022: In committee: Held under submission.

- **(CHAPTER 808) AB-2849 The Promote Ownership by Workers for Economic Recovery Act.**
Summary: This bill would require the Secretary of Labor and Workforce Development (secretary) to organize, and members to maintain, a corporation under the Nonprofit Mutual Benefit Corporation Law named the “Association of Cooperative Labor Contractors” (association) or a substantially similar name. The bill would require the association to function as a membership organization for cooperative labor contractors, establish or grant membership to cooperative labor contractors, as defined, in specific industries, provide management and other business services to its members, and improve business conditions for member cooperative labor contractors. The bill would require the initial board of directors to be appointed by the Governor, Speaker of the Assembly, and President pro Tempore of the Senate. This bill would provide that the association is a nonpublic entity, does not constitute a public agency or state employer for any purpose, and that once the secretary organizes the association as a nonprofit mutual benefit corporation and the Governor, Speaker of the Assembly, and President pro Tempore of the Senate appoint the first initial board of directors, there shall be no further control of the operation of the association by any governmental entity. This bill would require the association to establish or grant membership to cooperative labor contractors and imbue the association with the power to suspend or expel those member cooperative labor contractors, as provided. The bill would require the member cooperative labor contractors to have and maintain democratic worker control and have certain elements in its governing documents. The bill would also set certain minimum labor standards. The bill would also provide, among other things, that the association and member cooperative labor contractors are not labor contractors.

Status: On 09/29/2022: Chaptered by Secretary of State - Chapter 808, Statutes of 2022.

- **AB-2851 Salton Sea geothermal resource area: Lithium Valley Office of Development.**
Summary: This bill would establish the Lithium Valley Office of Development within the Natural Resources Agency. The bill would require the office, in consultation with relevant state and local agencies, to coordinate activities related to funding, economic development, construction, manufacturing, technical development, and reclamation of lithium located in the Salton Sea geothermal resource area.

Status: On 05/19/2022: In committee: Held under submission.

- **AB-2903 California Workforce Development Board: Salton Sea geothermal resources area: Equitable Access Program.**
Summary: This bill would establish the Equitable Access Program to be administered by the board to prioritize employment opportunities in construction, manufacturing, technical, maintenance, operations, or reclamation activities for local residents in the Salton Sea geothermal resources area.

Status: On 05/19/2022: In committee: Held under submission.

II. **SENATE BILLS**

- **(CHAPTER 3) SB-113 Economic relief: COVID-19 pandemic.**
Summary: Among other things, this bill would create the California Emergency Relief Fund as a special fund in the State Treasury to provide emergency resources or relief relating to state of emergency declarations proclaimed by the Governor. The bill would transfer from the General Fund to the California Emergency Relief Fund \$150,000,000 for purposes relating to the COVID-19 emergency proclaimed by the Governor on March 4, 2020. The bill would appropriate \$150,000,000 from that fund to the Office of Small Business Advocate for a closed

round to fund small business grant applications waitlisted from previous rounds of the California Small Business COVID-19 Relief Grant Program.

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

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

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

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

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

- **(CHAPTER 767) SB-628 California Creative Workforce Act of 2021.**
Summary: Existing law establishes the California Workforce Development Board, which assists the Governor in the development, oversight, and continuous improvement of California's workforce investment system. The board reports to the Secretary of the Labor and Workforce Development Agency. Existing law creates various workforce development programs, including the Breaking Barriers to Employment Initiative and the Social Entrepreneurs for Economic Development Initiative. Existing law establishes an Arts Council in state government to, among other things, promote the employment of artists and those skilled in crafts in both the public and private sector. This bill would enact the California Creative Workforce Act of 2021, to be operative upon appropriation by the Legislature of sufficient funding for its purposes. The purpose of the act would be to establish creative arts workforce development as a state priority and to promote employment and "earn and learn," as defined, job training opportunities for creative workers, among other things. The bill would require the Arts Council, in collaboration with the California Workforce Development Board, to design the program pursuant to specified objectives. The bill would require the council to consult with local government, community nonprofit organizations, and educational institutions, among others, in this effort. The bill would require the council to adopt criteria, guidelines, and policies, which would be exempt from the Administrative Procedure Act, and would make this information available to the public.

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

- **(CHAPTER 109) SB-657 Employment: electronic documents.**
Summary: This bill would provide that, in any instance in which an employer is required to physically post information, an employer may also distribute that information to employees by email with the document or documents attached. The bill would specify that this does not alter the employer's obligation to physically display the required posting.

Status: Chaptered by Secretary of State. Chapter 109, Statutes of 2021.

- **[SB-700 State Contract Act: High Road Employment Program.](#)**
Summary: This bill would require each bidder for a contract with the state, as a condition of eligibility for such a contract, to submit a High Road Employment Plan to the Department of General Services that includes certification, under penalty of perjury, that all workers are properly classified, as specified, and that includes certain job information, including the number of jobs created, and wage and benefit amounts by job classification for nonsupervisory workers. By expanding the scope of the crime of perjury, the bill would impose a state-mandated local program. The bill would also require each plan to demonstrate job quality standards and employment practices that include specified provisions, including, among others, offering a stable employment schedule and compliance with high road standards, as prescribed. The bill would further require the Labor and Workforce Development Agency, the Government Operations Agency, including the Department of General Services, and the Governor's Office of Business and Economic Development to establish, and be referred to as the Interagency High Road Team, and to be collectively responsible for oversight and decisionmaking related to creating High Road Employment Plan evaluation metrics and advancing other objectives relating to high road procurement. The bill would require the team to compile specified information related to high road employment requirements reported by state agencies and to report this information to the Legislature on or before January 1, 2024.

Status: On 08/11/2022: August 11 hearing: Held in committee and under submission.

- **[\(CHAPTER 550\) SB-753 Unemployment information: California Workforce Development Board: program outcomes.](#)**
Summary: Existing law establishes the California Workforce Development Board as the body responsible for assisting the Governor in the development, oversight, and continuous improvement of California's workforce investment system and the alignment of the education and workforce investment systems to the needs of the 21st century economy and workforce. Existing law requires the board to assist the Governor with specified tasks, including developing and continuously improving the statewide workforce investment system. This bill would require the board to evaluate program outcomes, including program participant outcomes for all grant programs administered by the board, regardless of funding source.

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

- **[\(CHAPTER 815\) SB-755 Workforce development: training-related job placement: reporting.](#)**
Summary: This bill would require the CWDB and department to work collaboratively to measure and report on training-related job placement outcomes for individuals receiving job training services, as defined, provided through the workforce system, as provided. The bill would require, among other things, the board and department to develop policies and plans to measure and collect various data relating to job training services, wages, and employment. The bill would require the board and department to summarize and provide an initial report of their findings to specified committees of the Legislature no later than July 1, 2023. The bill would require this initial report to be annually updated and included in the annual report the department provides to the Legislature, as described above. The bill would also require the board and department to work with local workforce development boards to develop and implement a means of notifying, prior to their enrollment in a job training service, a person seeking to enroll in those services of the board's and department's findings on the efficacy of those services. The bill would make related findings and declarations and make conforming changes. By imposing additional duties on local officials, the bill would impose a state-mandated local program.

Status: On 09/29/2022: Chaptered by Secretary of State. Chapter 815, Statutes of 2022.

- **(CHAPTER 223) SB-779 California Workforce Innovation Opportunity Act: earn and learn programs.**
Summary: This bill would amend the list of “earn and learn” programs by specifying that an “earn and learn” program includes transitional jobs, as described in the federal Workforce Innovation and Opportunity Act, and subsidized employment with an employer of record, which may include, but not be limited to, an employment social enterprise, as defined, or a worker cooperative, as defined, particularly for individuals with barriers to employment.

Status: Chaptered by Secretary of State. Chapter 223, Statutes of 2021.
- **SB-1104 Governor’s Office of Business and Economic Development: Office of Freight.**
Summary: This bill would establish the Office of Freight within GO-Biz. The bill would require the office to serve as the coordinating entity to steer the growth, competitiveness, and sustainability for freight and ports across the state and to promote and assess the continued economic vitality and sustainability of the freight sector. The bill would require the office, in coordination with specified state agencies, to prepare an assessment of statewide economic growth, competitiveness, prosperity, resiliency, and sustainability for the state’s ports and freight sector. The bill would require the office to submit the assessment to the Legislature on or before December 31, 2024, and an updated assessment at least once every 5 years thereafter. The bill would require the Transportation Agency to incorporate the findings of the assessment into the state freight plan, as specified.

Status: On 08/11/2022: August 11 hearing: Held in committee and under submission.
- **SB-1238 Behavioral health services: existing and projected needs.**
Summary: This bill would require the State Department of Health Care Services, in consultation with each council of governments, to determine the existing and projected need for behavioral health services for each region in a specified manner and would require, as part of that process, councils of governments to provide the department-specified data. The bill would authorize a council of governments, within 30 days following notice of the determination from the department, to file with the department an objection to the department’s determination of the region’s existing and projected behavioral health need. The bill would require the department to make a final written determination of the region’s existing and projected behavioral needs within 45 days of receiving an object. By adding to the duties of councils of governments, this bill would impose a state-mandated local program.

Status: On 09/27/2022: Vetoed by the Governor.
- **(CHAPTER 372) AB-1251 Governor’s Office of Business and Economic Development: Office of the Zero-Emission Vehicle Equity Advocate.**
Summary: This bill would establish the Office of the Zero-Emission Vehicle Equity Advocate (office) within GO-Biz to steer the development of a shared, cross-agency definition of equity, and to set an equity agenda for the deployment of light-, medium-, and heavy-duty zero-emission vehicles, the supporting infrastructure, and workforce development. The bill would require the office develop and adopt an equity action plan, to publish an update of the progress on its activities on its internet website every 2 years, and to notify the relevant policy committees of the Legislature of the information provided in that update. The bill would repeal these provisions on January 1, 2028.

Status: On 09/16/2022: Chaptered by Secretary of State. Chapter 372, Statutes of 2022.

- [**SB-1258 Energy Commission: electric vehicle charging infrastructure: assessment.**](#)
Summary: This bill would require the assessment’s examination of existing and future infrastructure needs throughout California to also include emerging electric vehicle use cases such as electric autonomous vehicle fleets.

Status: On 08/11/2022: August 11 hearing: Held in committee and under submission.

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

Status: On 04/05/2022: April 5 set for first hearing. Failed passage in committee. (Ayes 2. Noes 5. Page 3324.) Reconsideration granted.

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

Status: On 08/11/2022: August 11 hearing: Held in committee and under submission.

III. **BUDGET BILLS**

- [**AB-154 Budget Act of 2022.**](#)
Summary: This bill would make appropriations for the support of state government for the 2022–23 fiscal year. This bill would declare that it is to take effect immediately as a Budget Bill.

Status: On 08/15/2022: Ordered to inactive file at the request of Senator Skinner.

- [**\(CHAPTER 45\) AB-178 Budget Act of 2022.**](#)
Summary: The Budget Act of 2022 made appropriations for the support of state government for the 2022–23 fiscal year. This bill would amend the Budget Act of 2022 by amending, adding, and repealing items of appropriation and making other changes. This bill would declare that it is to take effect immediately as a Budget Bill.

Status: On 06/30/2022: Chaptered by Secretary of State - Chapter 45, Statutes of 2022.

- [**\(CHAPTER 43\) SB-154 Budget Act of 2022.**](#)
Summary: This bill would make appropriations for the support of state government for the 2022–23 fiscal year. This bill would declare that it is to take effect immediately as a Budget Bill.

Status: On 06/27/2022: Chaptered by Secretary of State. Chapter 43, Statutes of 2022.

- **SB-178 Budget Act of 2022.**

Summary: The Budget Act of 2022 made appropriations for the support of state government for the 2022–23 fiscal year. This bill would amend the Budget Act of 2022 by amending, adding, and repealing items of appropriation and making other changes. This bill would declare that it is to take effect immediately as a Budget Bill.

Status: On 06/30/2022: Re-referred to Com. on BUDGET pursuant to Assembly Rule 97.

- **(CHAPTER 2) SB-115 Budget Act of 2021.**

Summary: Amendment includes: “\$600,000,000 to the Labor and Workforce Development Agency for the Community Economic Resilience Fund Program, pursuant to Chapter 259 of the Statutes of 2021.”

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

- **(CHAPTER 9) SB-119 Budget Act of 2021.**

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

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

- **AB-189 State Government.**

Summary: Budget trailer bill.

Status: On 08/01/2022: Re-referred to Com. on B. & F.R.

- **(CHAPTER 48) SB-189 State Government.**

Summary: Budget trailer bill. Section 20: This bill, until July 1, 2023, would authorize, subject to specified notice and accessibility requirements, a state body to hold public meetings through teleconferencing and to make public meetings accessible telephonically, or otherwise electronically, to all members of the public seeking to observe and to address the state body. With respect to a state body holding a public meeting pursuant to these provisions, the bill would suspend certain requirements of existing law, including the requirements that each teleconference location be accessible to the public and that members of the public be able to address the state body at each teleconference location. Under the bill, a state body that holds a meeting through teleconferencing and allows members of the public to observe and address the meeting telephonically or otherwise electronically would satisfy any requirement that the state body allow members of the public to attend the meeting and offer public comment. The bill would require that each state body that holds a meeting through teleconferencing provide notice of the meeting, and post the agenda, as provided. The bill would urge state bodies utilizing these teleconferencing procedures to use sound discretion and to make reasonable efforts to adhere as closely as reasonably possible to otherwise applicable provisions, as provided. This bill would repeal those provisions as of July 1, 2023.

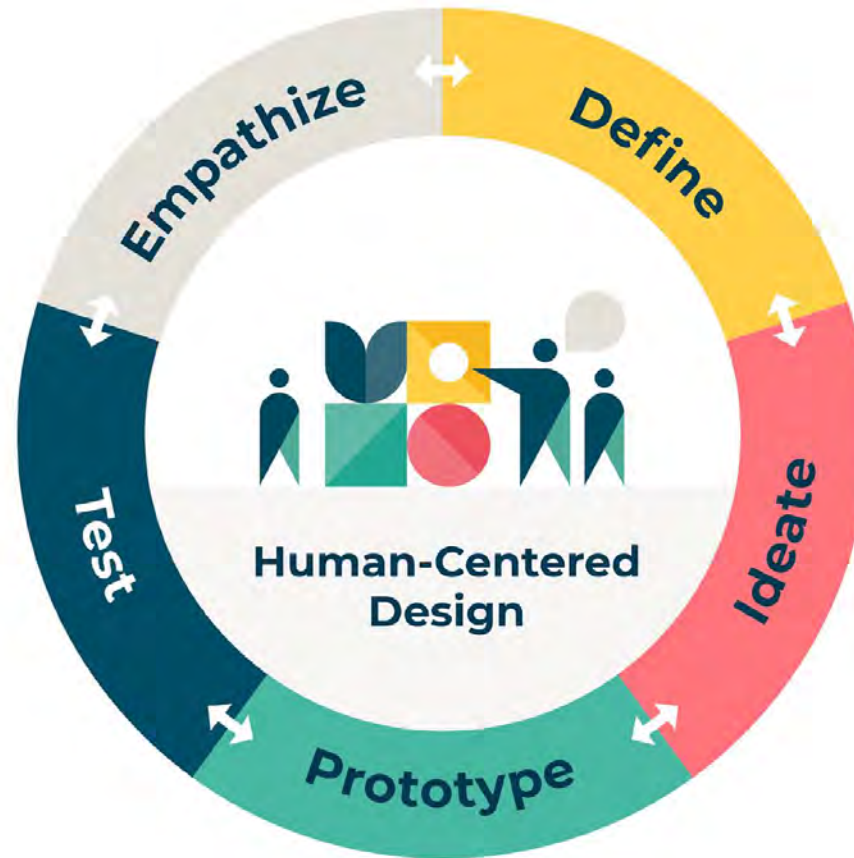
Status: On 06/30/2022: Chaptered by Secretary of State. Chapter 48, Statutes of 2022.

CivicMakers

September Updates



Examining 'FIFO' using HCD



Timeline & Activities

Focus	Month
Stakeholder Interviews <i>Empathize with stakeholders</i>	September – October
Data Analysis <i>Define the challenge(s) from multiple perspectives</i>	November
Ideation <i>Explore ways to address the challenge(s)</i>	December
Prototyping and Testing Ideas <i>Feedback through a transparent and open public process</i>	January
Prepare & Present Recommendations	February – March
Stakeholder Messaging & Implementation	April – June

Updates: Design Team

- Scheduled bi-weekly meetings with **ETP Design Team** (next one is **Nov 2**)
- Design Team consists of ETP staff who touch or are impacted by the ETP FIFO process at various points, from various locations, and with varying roles.
- The purpose of the Design Team is to stay informed on the process, give input when necessary: (i.e. who should we talk to, and what do we want to learn from them?)
- CivicMakers will continue to lead interviews and keep raw data confidential, then present findings to Design Team who will help come up with solutions based on stakeholder input.
- The purpose of the ETP Design Team is to learn and understand the process of Human-Centered Design for how and why design decisions will be made to improve the current application process.



Stakeholder Groupings

- **ETP Team Members**
 - Panel Members
 - Management Team Members
 - Department Team Members
 - Field Office Team Members (from various regional offices)
- **Consultants**
 - Priority Industry Consultants
 - Single Employer Consultants
 - MEC Consultants
- **Applicants**
 - Applicants w/o consultants
 - Applicants w/ consultants
 - Prospective applicants



Updates: Stakeholder Interviews by the numbers

- **ETP Team Members = 7** interviews conducted
 - Panel Members (2)
 - Management Team Members (1)
 - Department Team Members (3)
 - Regional Field Office Team Members (1)
- ***Consultants = 9** interviews conducted
 - Priority Industry Consultants
 - Single Employer Consultants
 - MEC Consultants
- **Applicants (0 interviews conducted)**
 - Applicants w/o consultants
 - Applicants w/ consultants
 - Prospective applicants



Emerging Themes*

- Current perception among multiple stakeholder groups is that the ETP application process does **not** follow a “First-In-First-Out” methodology.
- General lack of **transparency** for applicants and many ETP team members on where an application is in the process, particularly around how much time it will take for an application to be approved.
- **Awareness** of what ETP is and of the application process itself is **limited** to those who have been through the process, or know other businesses/consultants who have been through the process, i.e. primary way applicants have awareness is through word of mouth.

**Research Note: The above themes are taken from aggregated insights of stakeholder groups we have interviewed to date (see previous slides)*



What's Next?

- CivicMakers team will continue interviewing stakeholders with input on who else should be consulted by the ETP Design Team and Panel Members.
- Interviews are 45-minutes and consist of questions that explore what's currently working and what can be improved.
- [Ongoing survey](#) that maps ETP process to its Mission Statement open to anyone who would like to take it.
- Questions? Comments? Email judi@civicmakers.com



Thank you!





M e m o r a n d u m

Employment Training Panel

To: Panel Members

Date: October 28, 2022

From: Ilya Launitz, Workforce Literacy Lead

File:

Subject: Presentation and Action Item on new Workforce Literacy Guidelines

I. Brief Issue Statement:

ETP received \$10 million one-time General Fund dollars to expand Workforce Literacy training in California. Regulation 4451 mandates Panel create guidelines for Alternative Funding Source programs. ETP staff are presenting guidelines for this program for Panel to approve.

II. Background Information:

Funding appropriated from the General Fund to ETP for the purpose of workforce training is defined as an “Alternative Funding Source” subject to Unemployment Insurance Code section 10214.6(a), and Section 4451(d) of Title 22 of the CA Code of Regulations. Under this authority, these guidelines are created to ensure the success of this Workforce Literacy Pilot Program while meeting the legislative intent of expanding workforce literacy training within the State of California through ETP’s existing model.

California is home to millions of immigrants, refugees, and English Language Learners who are an integral part of our state’s economic success. Individuals within these demographics face cultural, language, educational, and other barriers that limit their access to services including job-training programs that provide opportunities to gain skills and experience leading to family-sustaining income.

These funds will enable eligible contractors to create or expand workplace literacy training in English, math, digital skills, financial skills, workforce preparation activities, and technical skills for immigrants, refugees, and English Language Learners.

The attached guidelines include the specifics of this program.

III. Recommendation

Staff is requesting an action item for the Panel to vote and approve of the guidelines with the changes incorporated from the October Policy Committee Meeting.



Guidelines for: Workforce Literacy Pilot Program - DRAFT

Effective: TBD

These are guidelines only. If a proposal raises the need for further modifications, consistent with these guidelines, that will be accomplished on a case-by-case basis with direction from Executive Staff. **Unless modified by these guidelines, all other program criteria apply.**

BACKGROUND

The Employment Training Panel (ETP) received \$10 Million in one-time General Fund dollars, in Fiscal Year 2022-23, to launch a new Workforce Literacy Pilot Program. This program will expand workplace literacy training throughout the State.

California is home to millions of immigrants, refugees, and English Language Learners who are an integral part of our state's economic success. Individuals within these demographics face cultural, language, educational, and other barriers that limit their access to education and workforce development services including job-training programs that provide opportunities to gain skills and experience leading to sustainable wages.

Many of these individuals work in low paying jobs without opportunities for advancement. The high poverty, low skill levels, and low literacy levels of these populations cause hardships for these individuals and their families, often adding to higher unemployment in California.

California recognizes the opportunity to address the language, education, and skill needs of our immigrant, refugee, and English language-learner populations by engaging employers to build the skills of their workers to improve the competitiveness of their business. In doing so, the State and employers can ensure our workforce system is effectively working to lift people out of poverty and on a path to upward mobility.

Funding appropriated from the General Fund to ETP for the purpose of workforce training is defined as an "Alternative Funding Source" subject to Unemployment Insurance Code section 10214.6(a), and Section 4451(d) of Title 22 of the CA Code of Regulations. Under this authority, these guidelines are created to ensure the success of this Workforce Literacy Pilot Program while meeting the legislative intent of expanding workforce literacy training within the State of California through ETP's existing model.

Authorizing Legislation:

Of the amount appropriated in Schedule (5), \$10,000,000 shall be made available for the Employment Training Panel to expand Workforce Literacy training. These funds shall be available for encumbrance or expenditure until June 30, 2025, and for liquidation of encumbrances until June 30, 2027.

OVERVIEW

These funds will enable eligible contractors to create or expand workplace literacy training in English, math, digital skills, workforce preparation activities, and technical skills for eligible trainees. Employer industry sectors may include: retail, agriculture, hospitality, manufacturing, janitorial, shipping, childcare, healthcare, warehousing, food production, and other relevant industries.

Because of the low wages of the intended target population and the goals of this training program to help train in basic literacy, ETP does not want to create barriers to training for potential trainees based on low wages. Research has shown that greater English literacy skills are closely correlated with higher earnings, and workplace literacy programs that help workers to build these skills can play a powerful role in economic advancement.

Any interested party will need to complete and submit an ETP application specifically for the Workforce Literacy Pilot Program. ETP will assess applications for quality training programs to ensure the intent of this program is met. ETP will open an application window for this program. ETP will require applicants to participate in an informational session prior to applying for this program. In the event the demand for this program is greater than the allocated funding, priority may be given to first-time ETP applicants or applicants with fewer existing contracts.

Applicants will need to provide a description of their training program to include the benefits of their training to their trainees, the industry sectors, occupational priorities, pathways to upward mobility, duration and intensity of the training program, and other relevant details.

Priority will be given to programs where training includes the complementing of literacy and technical skills, such as Contextualized Instruction, which refers to the use of occupationally specific materials for instruction. Priority will also be given to programs where certifications are earned by trainees who complete the training. Priority will also be given to programs that rely more on instructor led training, including for digital skills, with or without self-paced training as a complement. No program can charge trainees for any portion of the ETP funded training.

GUIDELINES

ETP will distribute these funds through the normal process and follow the standard program rules with the exceptions laid out within these guidelines.

Approved Amount

- Contractors may apply for up to \$600k under this program
 - If all funding for this program is not awarded by June 30, 2023, or if any funding is recuperated by ETP, and a contractor can demonstrate more than seventy-five percent (75%) of potential earnings based on eligible reported (tracked) hours to ETP, then a contractor may go before ETP's Panel to request an amendment to increase funding

Contractor Eligibility

- Eligible contractors include single employers, standard Multiple Employer Contractors (MECs), organized labor (unions), community based organizations (nonprofits), workforce development boards, WIOA grant administrators/recipients, professional/trade associations, pre-apprentice programs, or training agencies
- Eligibility is also open to Community-Based Organizations (CBO) with at least two years' experience providing literacy education or workforce development services to adult immigrants, refugees, or English language learners:
 - The term "community-based organization" means a 501c3 organization of demonstrated effectiveness that— (A) is representative of a community or significant segments of a community; and (B) provides educational or related services to individuals in the community
- Because this program is funded by General Funds, employers need not be subject to payment of Unemployment Insurance (UI)
- Contractors may apply for a Workforce Literacy Pilot Program funded project in addition to a core funded program and/or other alternate funded program in the same fiscal year if those programs are not also funding the intended trainee population and training types of this program
- Concurrent enrollment is allowed for trainees within this program and a core program funded project or alternate funding program, however concurrent training hours or topics between two programs are not allowed

Trainee Eligibility

- Contractors must self-certify that all trainees participating in this program meet the following criteria of:
 - Incumbent workers, newly hired workers, seasonal workers, and/or unemployed individuals who are:
 - Immigrants; or
 - Refugees; or
 - English Language Learners
 - English Language Learner is defined as an individual (at least 18 years of age at the time of enrollment) "who has limited ability in speaking, reading, writing, or understanding of the English language, and whose native language is a language other than English; or who lives in a family or community environment where a language other than English is the dominant language."

Curriculum

- At least seventy percent (70%) of training hours for each trainee under this program must include literacy skills, with a significant portion of the literacy skills dedicated to English literacy
- Only Classroom/Laboratory, Instructor Led/Distance Learning (E-learning) and Computer-Based Training (CBT) delivery methods are allowed
 - “Classroom training” is formal instruction provided in a setting removed from the trainee's usual work environment. Trainees in a classroom must meet regularly for training in a specific skill under the constant and direct guidance of a qualified trainer. The trainer must be present at the site during all hours of training and the trainer's time must be dedicated exclusively to instruction during all hours of training
 - "Laboratory training" is hands-on instruction or skill acquisition under the constant and direct guidance of a qualified trainer. Laboratory training may require the use of specialized equipment or facilities
 - "Electronic-delivery training (E-learning)" is instruction delivered by a live trainer through a web based system. As a condition of reimbursement at the classroom/laboratory rate, E-Learning training must follow a specific and standardized Curriculum for each course identified in Exhibit B: Menu Curriculum and be delivered to a fixed number of enrolled trainees. In addition, the live trainer must be available for interaction with all trainees in real-time during all hours of training, consistent with the course Curriculum
 - “Distance Education/Hybrid Learning” is defined as formal interaction which uses one or more technologies to deliver instruction to students who are separated from the instructor and which supports regular and substantive interaction between the students and instructor, either synchronously or asynchronously. This may include utilizing technology to assist with comprehension of the curriculum. The reimbursement rate for this training type will be \$19 per training hour per trainee
 - “Computer-Based Training (CBT)” is training delivered through a computer program at a pace set by the trainee. There is no requirement for delivery by a live trainer. This type of training need not be interactive. This type of training is not reimbursed at the class/laboratory rate, but at a reduced rate specific to CBT
- No training program shall consist of a majority of CBT
- Trainer-to-trainee ratio for all incumbent training will be 1 to 20 and for all new-hire training will be 1 to 15. The exception is for CBT, which will not require a trainer-to-trainee ratio
- Minimum training hours 8; maximum training hours 200
- Contractors must certify that all training under this program will only be delivered by qualified instructors. A qualified instructor is someone who is competent in the subject matter, holds a bachelor's degree, and has a minimum of two years of directly relevant teaching experience

Training Types

The only training types allowed under this program include:

- Literacy Skills: The term “literacy” means an individual’s ability to read, write, and speak in English, compute, and solve problems, at levels of proficiency necessary to function on the job, in the family of the individual, and in society. For the purpose of this program, Literacy Skills will also include the following:
 - English Literacy: means instruction designed to help individuals who are English language learners achieve competence in reading, writing, speaking, and comprehension of the English language.
 - Digital Literacy: means the skills associated with using technology to enable users to find, evaluate, organize, create, and communicate information
- Workforce Preparation Activities: means activities, programs, or services designed to help an individual acquire a combination of basic academic skills, critical thinking skills, and self-management skills, including competencies in utilizing resources, using information, working with others, understanding systems, and obtaining skills necessary for successful transition into and completion of postsecondary education or training, or employment
- Technical Skills: are the specialized knowledge and expertise required to perform specific job related tasks and use specific tools and programs in workplace situations

MEC Support Costs

- Due to the costs of creating and supporting a program for the intended population and training types, all eligible MECs may receive twenty percent (20%) support costs for this program. An additional ten percent (10%), to a maximum of thirty percent (30%) support costs will be allowed for programs training newly hired and unemployed individuals. Support costs may be used for:
 - Training costs include
 - Salaries of instructors, instructional aides, trainers, supervisors
 - Payroll taxes
 - Fringe benefits such as health insurance, retirement plan, leave pay, etc.
 - Operating expenses
 - Equipment
 - Premises
 - Recruitment of participating employers
 - Assessment of employer-specific job requirements
 - Administrative costs
 - Software user licenses
 - Textbooks or other instructional materials
 - All other items in Regulation 4412. *Reasonable Training and Administrative Costs for Budgets*
 - Contractors are encouraged to use support costs to educate front-line managers/supervisors on the benefits of this training for their staff so they may support and encourage their staff to participate in the training

Reimbursement Rate

- All contracts will receive priority industry reimbursement rates for classroom/laboratory and instructor led/distance learning (e-learning) delivery methods (refer to current reimbursement rate tables)

- The Computer-Based Training (CBT) delivery method will continue at the standard reimbursement rate (refer to current reimbursement rate tables)

Record Keeping

- Contractors may use alternate record keeping for this program. If a contractor requests to use an alternate method of record keeping, they must get approval by their Regional Office development analyst prior to start of training
- All training hours must be reported in ETP systems within 90 days of the delivery of training

Additional Reporting Requirements

- Contractors will be required to report the start of training wages at enrollment for all trainees
- ETP may conduct a third party independent evaluation at the conclusion of this pilot program to assess the program's impact on worker retention, wages, and skills. Contractors are required to participate in any such evaluation

Wage

- The required post retention minimum wage for all trainees under this program will be the California State minimum wage or the local minimum wage for localities with a higher minimum wage than the State
- Contractors must pay trainees (at their normal wages) for all hours in which they participate in ETP funded training
- The Contractor must make In-Kind Contributions toward the cost of retraining that demonstrates a commitment to the successful outcome of the training project. This requirement does not apply to new hire training (Reference ETP Regulation 4401.1)
- In the instance where ETP cannot verify a trainee's wages through existing processes, ETP may request payroll information from the contractor. In lieu of a SSN, paystubs will be required

Retention

- All available ETP retention periods may be used under ETP Regulation 4400(v) "Retained in employment" including:
 - With a single employer for at least 90 days after the end of training unless it is not customary for a worker to be employed 90 consecutive days with a single employer; then a requirement of 500 hours of employment during a period not to exceed 272 calendar days after completion of training shall be substituted
- For Seasonal Workers:
 - Employment retention period is not less than 500 hours within 12 months of the end-of-training with up to three employers in the seasonal industry
 - Trainees need not be employed full-time during retention
- For this project, full-time will be considered 35 hours per week
- Training may include part-time workers if the training results in full-time employment by the end of the retention period

Recuperation of Funds

Any and all funds not expended in accordance with this Workforce Literacy Pilot Program shall be returned to ETP; including, without limitation, any and all Administrative Costs and Support Costs allowed herein, at a rate commensurate with expected individual trainees not actually served and enrolled as determined by ETP.

The parties will acknowledge and agree that any and all returned funds may be used to fund other contractors awarded a contract under this Alternative Funding Source program. Additionally, in order to ensure timely recuperation of funds not expended in accordance with this program, the parties acknowledge and agree that ETP shall conduct two performance assessments regarding the demand for funds as follows:

- At the end of 12 months into the Term of the Contract, ETP will conduct a performance assessment in order to measure the percentage of expected performance. In the event the foregoing assessment demonstrates less than twenty-five percent (50%) of potential earnings based on eligible reported (tracked) hours to ETP, then ETP may right size to the expected earnings by the end term date of the Contract based on percentage actually reached in the first 12 months of the Term for the Contract.
- At the end of 18 months ETP will conduct a second performance assessment in order to measure the percentage of expected performance. In the event the foregoing assessment demonstrates less than sixty percent (70%) of potential earnings based on eligible reported (tracked) hours to ETP, then ETP may right size to the expected earnings by the end term date of the Contract based on percentage actually reached in the 18 months of the Term for the Contract.



Guidelines for: Healthcare Workforce Advancement Funding

Effective: 10/29/2022

These are guidelines only. If a proposal raises the need for further modifications, those variations will be accomplished on a case-by-case basis with direction from Executive Staff. **Unless modified by these guidelines, all other Employment Training Tax (Core) Program criteria apply.**

BACKGROUND

Governor Newsom's 22/23 budget, approved in AB 178, allocated to ETP \$25 million in general fund to train health and social workers. This allocation shall be known as the "Healthcare Workforce Advancement Funds" (HWAF) within ETP's programs. This funding is available for encumbrance or expenditure until June 30, 2027.

Funding appropriated from the general fund to ETP for the purpose of workforce training, which is funding from a source other than the Employment Training Fund, is defined as an "Alternative Funding Source" subject to Unemployment Insurance Code section 10214.6 that mandates guidelines for the purpose of supporting and implementing an Alternative Funding Source program.

The provisions within AB 178 state these funds *shall be made available to support the Employment Training Panel training health and social workers. This funding shall meet the requirements of "high road" as specified in Sections 14005 and 14013 of the Unemployment Insurance (UI) code which defines "high road" as a set of economic and workforce development strategies to achieve economic growth, economic equity, shared prosperity and a clean environment. The strategies include, but are not limited to, interventions that:*

- (1) Improve job quality and job access, including for women and people from underserved and underrepresented populations.*
- (2) Meet the skill and profitability needs of employers.*
- (3) Meet the economic, social, and environmental needs of the community.*

The definition and intent of "high road" will guide ETP to develop standards, procedures, and criteria as required by these funds. In addition, AB 178 requires job and wage commitments as a condition of funding.

There are a shortage of health and human service workers, including workers for entry-level positions such as Certified Nurse Assistants. The challenges to filling these positions with qualified workers is systemic. In addition, for those workers currently in entry-level positions, many who are women, persons of color, and immigrants, there is a greater need of structured support to build system-wide and strategic career pathways that lead to wage progression out of poverty and into earning livable wages. Due to limited access to resources, the worker shortage and career progression challenges are even greater for formally incarcerated women and workers in rural areas of the state. The ETP HWAF will provide a training incentive to reduce resource challenges as well as support the development of strategic system-wide career pathways, and wage progression for entry-level workers.

Consistent with Panel goals and identified workforce needs, the intended outcomes of HWAF are as follows:

- Build and create innovative and accessible opportunities to recruit, train, hire, retain, and advance a high road workforce as cited within UI code 14005.
- Support Pathways to quality jobs and build ladders of career advancement opportunity for entry-level and other workers in care, healthcare, and human service social work settings.
- Train workers for jobs critical to California economy & the growing demands of healthcare workers.
- Increase economic mobility across health/ direct care service sectors to increase inclusivity & diversity in higher paid jobs to achieve equity and wage advancement out of poverty.
- Meet the unique regional & community health & social service needs.
- Leverage a broad coalition of partners in workforce training & community planning.
- Serve new populations & health and human service employers not previously eligible for Core fund to expand workforce, build workforce skills, & support career advancement into more highly skilled & compensated roles.

The purpose of these guidelines is to support and implement the “Healthcare Workforce Advancement Funds” Alternative Funding Source program as approved AB 178. The intent of these guidelines is to also ensure that this Alternative Funding Source program builds upon existing ETP Core Program and is consistent with its mission to develop performance-based customized training that will, provide workers with secure jobs that pay good wages, and have opportunities for advancement.

In addition, these guidelines are consistent with the Panel's vision and goals to support future-oriented and sustainable economic development, as well as quality job training that is equitable and inclusive through strategic partnerships with business, labor, and government.

GUIDELINES

These funds will be distributed in conjunction with ETP's Core Program and will follow the same program standards with the exceptions listed below.

Funding

- Application funding requests accepted up to \$1 million.
- Dependent on remaining available funds, the Contract funding amount may be increased through an amendment.
- Current performance will be a condition of maintaining current funding or a consideration for additional funding.
- Contract conditions will include specified performance benchmarks to retain approved funding. Contracts not meeting the specified benchmarks may be subject to a reduction of Contract funding.
- HWAF will maintain ETP performance-based contract model. All performance terms and conditions specified in the Contract will need to be met to earn approved funding.

Funding Process

- Funding to commence in 2023.
- Multiple designated funding rounds until all funds have been dispersed and encumbered.
- A New HWAF funding application must be submitted or resubmitted with every funding round.
- Applications accepted only between open and closed application periods.

Contract Term

- Contract terms may be up to four (4) years.

Contractor Eligibility

- Health and human service employers not eligible for Employment Training Tax (Core) funds.

- Public entities, and nonprofit organizations that have elected an alternate method of financing its liability for unemployment insurance compensation, are eligible for HWAF. Eligibility for HWAF is not contingent upon an applicant's payment of the Employment Training Tax.
- Employers may apply for HWAF once per fiscal year. In addition, Contractors may apply for both an HWAF and another Alternative Fund in the same fiscal year. However, current and past performance will be a factor for funding consideration. The prohibition on concurrent enrollment remains.
- Multiple Employer Contractors (MEC) serving above employers may apply for a standard ETP Core and an Alternative Fund project (including HWAF) in the same fiscal year, however, past and current performance will be a funding consideration factor. The prohibition of concurrent enrollment remains.
- All other eligibility requirements apply.

Trainee Eligibility

- Trainees need not meet UI eligibility.
- Unemployed New Hire (at the start of training) and incumbent retrainee (including Job Creation – Retrainee) workers
- Entry-level & other workers in healthcare & human service / social work occupations inclusive of occupations which do not require a four-year degree with a demonstrated regional / local shortage of workers (i.e., direct care, long term care, behavioral health, allied health, health tech roles such as respiratory therapists, phlebotomists, tele-health workers, community health and social workers). Workplace settings include hospital, primary care, and community settings.
- Incidental Placement rules do not apply for MECs.
- All other eligibility requirements apply

Training

- Training that leads to career or wage progression.
- Training that leads to the retention of healthcare & behavioral care workers.
- Training that may lead toward licensing and certification.

Training Hours

- Applicants may request up to 400 hours of ETP funded training per trainee.
- May request a higher number of hours on a case-by-case with demonstrated justification.

Wages

- Special Employment Training (SET) wages do not apply.

Reporting

- Contractors will be required to report wages at enrollment prior to the start of training and at the end of the trainee retention period.
- Contractors will be required to report the starting occupation and the final occupation attained through ETP funded training.
- In the instance where ETP cannot verify trainee's wages through existing processes, ETP may request payroll information from the contractor.

Record Keeping

- All training hours must be reported in ETP systems within 90 days of the delivery of training.

Application Additional Requirements

- Job and wage commitments.
- Describe how training plan meets / demonstrates the above intended outcomes of HWAF.
- Demonstrated regional or local workforce needs for targeted occupations.
- Describe wage and occupational progression. Priority will be given to applicants with demonstrated wage progression of 10% or more from the start of training to the end of trainee retention period.
- Employer Diversity, Equity, and Inclusion plan or policy.

Miscellaneous

- If not otherwise specified in these guidelines, ETP program standards apply.



M e m o r a n d u m

Employment Training Panel

To: Panel Members Date: October 28, 2022

From: Mario Maslac, Chief of Program Operations File:
Diana Torres, Southern California District Manager

Subject: Action Item for Panel Re: Healthcare Worker Advancement Fund

I. Brief Overview:

The attached Healthcare Worker Advancement Fund (HWAF) proposed guidelines are brought before the Panel for review, comment, and approval. The proposed Guideline includes the provisions within Assembly Bill (AB) 178, *Budget Act of 2022*, inclusive of “high road” requirements as specified in the Unemployment Insurance code. In addition, the guidelines describe the need and intended outcomes after training. These guidelines also provide an outline of the funding process, eligibility, and Contract requirements. The Employment Training Panel (ETP) staff are presenting guidelines for this program for Panel to approve.

II. Background Information:

California’s workforce strategy continues to support pathways to quality jobs. The 22/23 Budget continues to make a commitment to create pathways that strengthen the skills, knowledge, and experience of California’s diverse workforce. This includes an investment in expanding the healthcare economy workforce across the Labor and Workforce Development Agency (Labor Agency) and California Health and Human Services Agency (CalHHS), to create more innovative and accessible opportunities to recruit, train, hire, and advance an ethnically and culturally inclusive healthcare and human services workforce, with improved diversity, wages, and health equity outcomes.

Governor Newsom’s 22/23 budget approved in AB 178, \$25 million in General Fund for ETP to support job entry and career advancement for entry-level positions and other workers in the healthcare and human service settings. Funding for the HWAF is a one-time appropriation from the General Fund to ETP which is funding from an Alternative Funding Source that mandates guidelines for the purpose of supporting and implementing an Alternative Funding Source program.

III. Recommendation

Solicit and receive any feedback from the Panel members, contractors, stakeholders, staff, and public concerning the guidelines. The ETP staff is requesting for the Panel to vote and approve the guidelines with or without changes.



M e m o r a n d u m

Employment Training Panel

To: Panel Members

Date: October 28, 2022

From: Mario Maslac, Chief of Program Operations
Elisabeth Testa, Policy Manager

File:

Subject: Retrainee Job Creation Wage

Retrainee Job Creation Wage Considerations

I. Brief Issue Statement:

Every October, the Employment Training Panel (ETP) calculates the required minimum wages for all of our trainee categories for the following calendar year. The wage formulas for each trainee category are set forth in our Legislation and Regulations. The ETP's wage data is based upon data received from the Employment Development Department. The ETP recently calculated the new required minimum wages for all trainee categories for calendar year 2023. During this process, ETP identified an issue with the Retrainee Job Creation (RJC) wage, and the reason ETP is here today to address.

II. Background Information:

As a reminder:

Retrainee Job Creation trainees are 'newly hired,' meaning, they are new employees who have been hired anywhere from 90 days before the ETP contract term begins, through any time during the contract, as long as they can meet their minimum training and retention requirements during the contract term.

In contrast, New Hire trainees are, by definition, unemployed when they begin training.

Additionally, note the ETP required minimum wages are as defined – the required minimum wage. All trainees in all trainee categories can (and often do) earn more than the lowest ETP required minimum wage. The ETP wage thresholds are designed to set a wage floor, not a wage ceiling, for each trainee category.

Historically, RJC trainees have been held to the New Hire required minimum wages. However, due to the wage formula, New Hire trainees are held to the lowest legal minimum wage.

In 2018, Panel expressed concern that ETP was potentially incentivizing companies to pay the lowest wages possible, and asked for a review of the RJC wage. In particular, this item came to the December, 2018 Policy Committee meeting for discussion.

During the February, 2019 Panel meeting, Panel voted to institute a new RJC specific wage, which Panel set at a hard \$15 per hour. The RJC wage does not appear in any Legislative or Regulatory wage formula, but was approved by Panel at that time as a stand-alone wage requirement for the RJC population.

For 2023, the statewide minimum wage for all companies, regardless of business size, is \$15.50 per hour. Consequently, the pre-set RJC wage of \$15 per hour has now fallen below the statewide minimum wage. Therefore, ETP is requesting Panel's direction on how to address and manage the RJC wage of \$15 per hour.

III. Options:

Option 1: Eliminate the RJC wage. Since RJC trainees are brand new retrainees, without years of experience at their place of employment and because the RJC wage does not appear in ETP's Legislation or Regulations, set the RJC population treated the same as the New Hire population and hold the RJC trainees to the New Hire wage. This is how the RJC population was historically arranged.

Option 2: Eliminate the RJC wage. Hold RJC trainees to the retrainee wage levels, which are higher than the New Hire required minimum wages. Retrainee Job Creation trainees are retrainees, and so could be held to the same wage as the general retrainee population.

Option 3: Set a new RJC wage. Somewhere above the New Hire wage but below the retrainee wage. This approach is parallel to the approach Panel took in 2019. This option acknowledges the fact that RJC trainees are not unemployed when they start training and should therefore be paid more than New Hires, but are not as experienced as other retrainees.

If Panel selects Option 3, ETP staff is requesting to set the RJC wage to a set dollar amount above the statewide minimum wage. For example, "Two dollars more than the statewide minimum wage." This will eliminate the need for ETP to return to Panel for additional action on the RJC wage as the statewide minimum wages increase.

IV. Recommendation:

The ETP staff is requesting Panel's feedback on which option Panel would prefer for the RJC wage. Once decided, ETP is requesting an action item to formally approve the new RJC wage.

CALIFORNIA SMALL BUSINESSES & ESSENTIAL WORKERS

CLOSING EQUITY GAPS THROUGH UPSKILLING

AMANDA BERGSON-SHILCOCK



INTRODUCTION:

The COVID19 pandemic created a new term for the frontline workers risking their health to support the core functions of the economy. These "essential workers" supported the nation at its most critical time and often, for low wages. Research conducted by National Skills Coalition (NSC) explore the challenges essential workers face, particularly those employed by small businesses in California. It is our hope that this study assists in closing equity gaps by implementing policies that promote equitable workforce outcomes for the fifth largest economy in the world.

DATA

- ETP FY 19-22 Single Employer Contracts and Trainee Demographic Data
- Small Businesses with <50 Employees
- Qualitative Focus Group Outcomes with ETP Small Business Participants

THE DIGITAL DIVIDE

As technology evolves, populations in underserved communities are further left behind in terms of acquiring digital skills, accessing and obtaining affordable internet, and impacting upskilling opportunities. Digital skills include basic computer literacy such as operating smartphones and tablets necessary to perform their jobs, and more sophisticated industry specific digital skills.

The future of work requires both technical and cognitive skills to navigate and communicate in a variety of technological formats. The ETP strives to bridge the digital divide allowing equal opportunity and participation for California's workforce.

CALIFORNIA DATA PROFILE

SMALL BUSINESSES

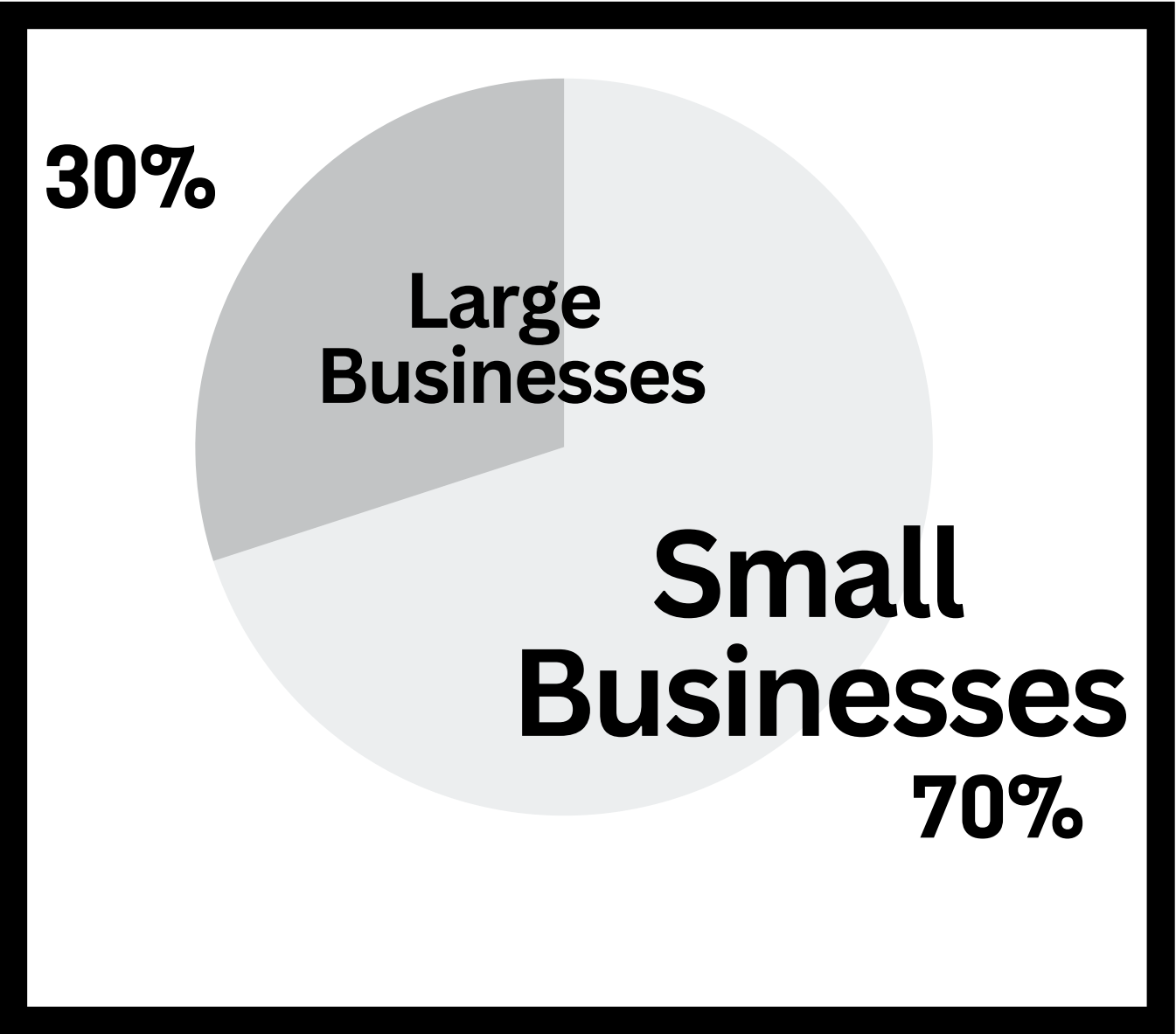


CALIFORNIA DATA PROFILE

SMALL BUSINESSES



**High Concentration
of SB Contracts in
Southern California**

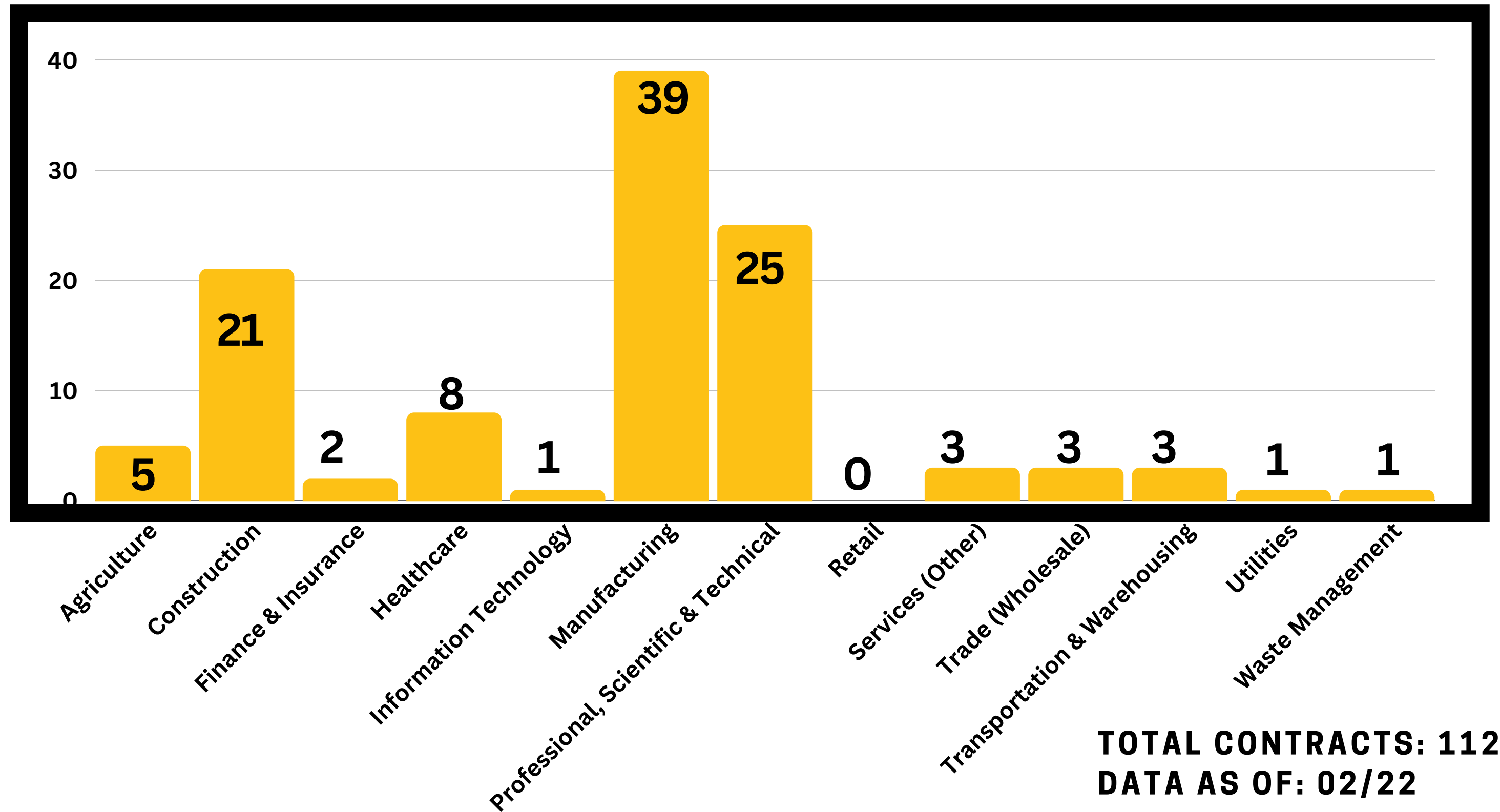


Single Employers < 50 employees

CALIFORNIA DATA PROFILE

FY 2019-22: ETP APPROVED DATA
SMALL BUSINESS CONTRACTS AND INDUSTRIES
<50 EMPLOYEES

OF CONTRACTS



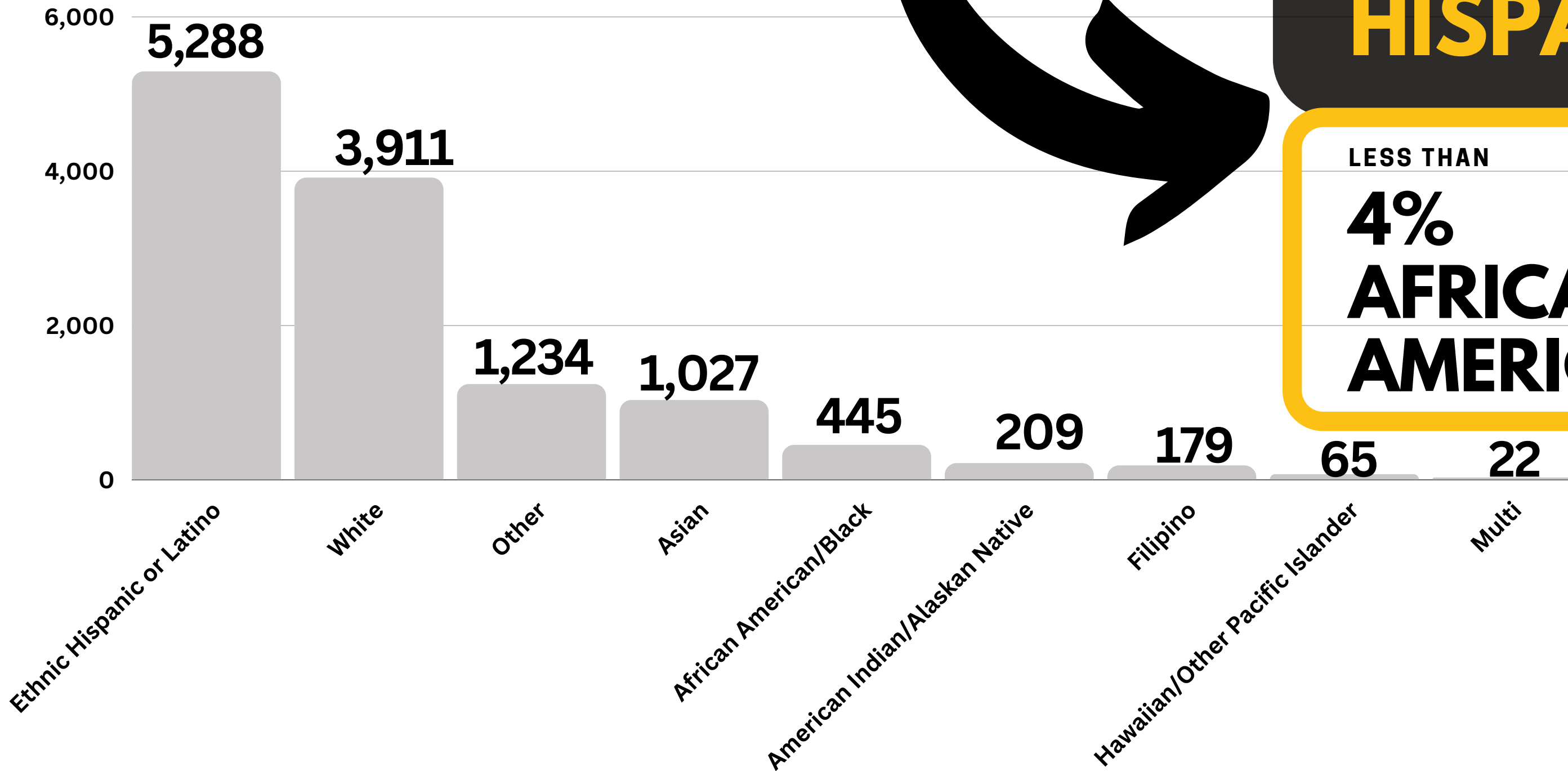
CALIFORNIA DATA PROFILE

ESSENTIAL WORKERS DEMOGRAPHICS



CALIFORNIA DATA PROFILE

ESSENTIAL WORKERS BY ETHNICITY
FY 19-22: ETP APPROVED DATA



MORE THAN

40%
HISPANIC

LESS THAN

4%
**AFRICAN
AMERICAN/BLACK**

FINDINGS FROM CURRENT RESEARCH



**NATIONAL
SKILLS COALITION**

Every worker. Every industry. A strong economy.

WE TAPPED INTO MULTIPLE SOURCES OF INFORMATION

- Focus group with workers
- Focus group with businesses
- Individual interviews with business intermediaries/support organizations
- Census, ETP, and Lightcast (formerly Burning Glass/Emsi) data analysis

WHERE IS UPSKILLING HAPPENING?

- Some essential workers and small businesses are relying on informal/local training via nonprofits like the Urban League, particularly for foundational digital skills.
- Potential future opportunity: additional outreach or briefings to educate these nonprofit organizations about the "next level" training that ETP offers.

Briefings could prepare nonprofits to serve as a referral source, helping recruit employers from marginalized backgrounds.



WHAT IS PREVENTING WORKERS FROM PURSUING DESIRED TRAINING?

- Some workers say they are experiencing the You're On Your Own (YOYO) economy: Their bosses will not support them in pursuing training.
- Potential reasons: Employers may be overly invested in holding on to effective entry-level employees (and fear training would lead to promotions), may be too shorthanded to spare workers time for training, may have prejudices against providing training to workers of certain demographic backgrounds, or may have other reasons.



I would love the opportunity to train up.


Unfortunately, they don't give me the time off.



A briefing for worker advocacy groups might equip them to advocate from within for businesses to take advantage of contracting opportunities to upskill their employees.

WHAT PREVENTS BUSINESSES FROM ACCESSING UPSKILLING FUNDS?

- Some businesses lack internal capacity to research and respond to public funding opportunities
- Some businesses perceive that public funding for upskilling workers is complex and difficult to access



Small businesses don't take advantage of workforce/education resources available because they think it's too difficult.

Agencies need to make it as easy and transparent as possible, so [it is] plug and play, or as close as you can get [to that].

Businesses do trust their peers. A potential future opportunity: more “peer ambassador” outreach.



HOW IMPORTANT ARE DIGITAL SKILLS TODAY?

- Most frontline, entry-level essential positions across industries now require technology skills
- Many workers have fragmented knowledge (e.g., are comfortable using a smartphone but not a desktop/laptop computer, or can send a basic email but cannot comfortably use common HR/payroll software).
- Businesses and workers alike see urgency in helping people build both foundational and industry-specific digital skills

COMING

SOON

A sneak peek at forthcoming research from NSC...



WE ANALYZED 43 MILLION JOB ADS FROM 2021

Nearly half (**47 percent**) of all job postings require applicants to have at least one digital skill, and 91 percent require at least one digital or potentially digital skill.

These findings hold broadly true even for:

- Job postings seeking workers with only a HS diploma or Associate Degree
- Job postings for workers with 0-2 or 3-5 years of experience
- Job postings from small businesses

Median hourly wages for jobs requiring digital skills are notably higher than for non-digital jobs.

Preliminary findings; exact results subject to adjustment. Research forthcoming in January 2023.



There are multiple ways to support digital skill-building:

POTENTIAL FUTURE OPPORTUNITIES

- Encouraging employers to explicitly incorporate foundational digital skills as part of every training contract
- Gathering additional information from employers about opportunities for upskilling frontline workers into higher-level roles in fields like cybersecurity, helping to diversify talent pipelines
- Exploring possibilities of gathering baseline data on incumbent workers' digital skills via assessments conducted at the worksite

POTENTIAL FUTURE OPPORTUNITIES

- Utilizing employer focus groups to gain qualitative labor market intelligence.
- Additional technical assistance navigating application and contract process.
- Strategic program outreach to increase participation of small businesses from disadvantaged and rural communities.
- Increase completion of training by essential workers, small businesses and underserved populations measured by contract performance rates.

THANK YOU FOR YOUR TIME!

ANY QUESTIONS?

SPECIAL THANKS TO OUR PARTNERS FOR THEIR CONTRIBUTIONS & SUPPORT





Retrainee-Job Creation

Training Proposal for:

Cart Mart, Inc.

Contract Number: ET23-0184

Panel Meeting of: October 28, 2022

ETP Regional Office: Sacramento

Analyst: K. Mam

PROJECT PROFILE

Contract Attributes:	Priority Rate Retrainee SB <100 Job Creation Initiative SET	Industry Sector(s):	Wholesale Trade - Distribution (A) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	San Diego, Riverside, Orange, Los Angeles	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Number of Employees in:	CA: 90	U.S.: 90	Worldwide: 90
<u>Turnover Rate:</u>	17%		
<u>Managers/Supervisors:</u> (% of total trainees)	N/A		

FUNDING DETAIL

In-Kind Contribution
\$145,542

Total ETP Funding
\$89,700

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Priority Rate SB <100 SET	Business Skills, Commercial Skills, Computer Skills, Continuous Impr., Mfg. Skills, PL-Mfg. Skills	40	8-200	0	\$1,380	\$29.41
				Weighted Avg: 60			
2	Retrainee Priority Rate SB <100 Job Creation Initiative SET	Business Skills, Commercial Skills, Computer Skills, Continuous Impr., Mfg. Skills, PL-Mfg. Skills	25	8-200	0	\$1,380	\$17.64
				Weighted Avg: 60			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: Job Number 1 (SET/Priority Industry): \$29.41 per hour
 Job Number 2(SET/Job Creation): \$18.11 per hour for Los Angeles County; \$17.89 per hour for San Diego County; \$17.81 per hour for Orange County; and \$17.64 per hour for Riverside County

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

Used to meet the Post-Retention Wage?: Yes No Maybe
 Up to \$2.50 per hour may be used to meet the Post-Retention Wage for Job Number 1; and up to \$1.11 per hour for Job Number 2

Incentive Bonus: Up to \$3.00 per hour may be used to meet the Post-Retention Wage in Job Number 1.

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1 (Retrainee)		
Transportation Staff		5
		5
Technician		13
		5
Lead		5
		4
Administration		1
		2
Job Number 2 (Retrainee/Job Creation)		
Transportation Staff		5
Technician		14

Lead		4
Administration		2

INTRODUCTION

Founded in 1959 and headquartered in San Marcos, Cart Mart, Inc. (Cart Mart) (www.cartmart.com) manufactures, services, and sells vehicles including golf carts and commercial and utility vehicles. Customers include universities and colleges, golf courses, sports networks, and Major League Baseball. The Company also provides onsite service delivery, preventative maintenance, replacement parts and special event rentals. Training under this proposal will be for its five locations in San Diego, Orange, Los Angeles and two locations in Riverside counties. This is Cart Mart's second ETP project, and the second in the last five years.

Veterans Program

Although Cart Mart does not actively recruit Veterans, the Company does employ Veterans.

PROJECT DETAILS

Previous training focused on implementing new software to improve customer delivery methodologies. Training under this proposal will continue training efforts by refining its training program to ensure development of skills for employees.

Cart Mart has partnered with new manufacturers including Icon, Vantage and Evolution. Each manufacturer has multiple models that trainees must learn how to assemble, install, fabricate, troubleshoot, customize, repair, and maintain. Trainees must also be trained on modifying electric vehicles (EVs) to conform to street legal requirements in various jurisdictions. Training under this proposal will ensure each trainee can fabricate and install customize EV components.

The Company will also focus training on asset tracking, loss prevention, inventory control, and new hire and management training. Continuous education and development have been identified as a key component for Cart Mart's future plans for growth and to remain competitive in the industry. Training under this proposal will allow the Company to remain competitive while introducing new products.

Retrainee - Job Creation

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

With the new partnerships with manufacturers, Cart Mart anticipates an increase in demand for its product. The Company will hire 25 new employees (Job Number 2). The date-of-hire for trainees will be within the three-month period before contract approval or within the term-of-contract.

Training Plan

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

Business Skills: Training will be offered to all occupations and focus on improving customer service. Training topics include Communication Skills, Sales and Marketing, and Customer Service.

Commercial Skills: Training will be offered to Transportation Staff, Technicians and Leads and include Product Knowledge and Competitor Education.

Computer Skills: Training will be offered to all occupations and focus on internal software. Training topics include Customer Relationship Management, Dispatch Track, and Global Positioning System.

Continuous Improvement: Training will be offered to all occupations and focus on improving workflow processes. Training topics include Process Improvement, Root Cause Analysis and Quality Improvement.

Manufacturing Skills: Training will be offered to Transportation Staff, Technicians and Leads and focus on equipment operations. Training topics include Assembly Procedures, Equipment Operation, Maintenance & Troubleshooting and Quality Control Procedures.

Productive Laboratory

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

Cart Mart requests 24 hours of PL-Manufacturing Skills training for Technicians, Transportation Staff and Leads with a trainer-to-trainee ratio of 1:1. Training will focus on assembly, installation and fabrication of vehicles in all mechanical techniques from diagnostic testing, machine work and engine rebuilds. Equipment include air compressors, bench grinders, tire changers and strut compressors. Trainees will be under the direction and supervision of a trained and certified master technician. PL training will allow the Company to train staff to extend technical learning under practical working conditions without creating an excess of waste. PL training will focus on training topics such as Equipment Operation, Repair Processes and Maintenance.

Special Employment Training

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

➤ **Wage and Retention Modifications**

For trainees employed in a priority industry, the Panel may modify the wage up to 25% below the statewide average hourly wage (from \$39.21 to \$29.41). The Company requests this modification for trainees in Job Number 1.

Commitment to Training

Cart Mart invests \$100,000 annually for training at all its CA facilities. Training includes new hire orientation and safety training. ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ **Training Infrastructure**

This project will be overseen by the Chief Operations Officer and an outside Human Resources contractor. Four project site leads located in the Rancho Mirage, La Quinta, Lake Forest, and Burbank locations will assist with collection and maintenance of internal records. The Company has a training plan in place supported by six in-house trainers. Training will take place at the five Southern California sites and all rosters and required documentation will be collected by project

site leads. Training will take place on a quarterly basis and will begin immediately upon project approval.

Incentive Bonus

Cart Mart has incentive programs in place for Transportation Staff, Technicians and some Administration groups. Up to \$3.00 an hour may be used to meet the ETP Post-Retention Wage for trainees in Job Number 1.

PRIOR PROJECTS

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

Contract No.	Location (City)	Term	Approved Amount	Payment Earned	
				\$	%
ET20-0360	Southern California	06/13/20 – 06/12/22	\$39,330	\$39,330	(100%)

DEVELOPMENT SERVICES

Training Funding Source in Seal Beach assisted with development for a flat fee of \$1,900.

ADMINISTRATIVE SERVICES

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

TRAINING VENDORS

To Be Determined

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Accounts Payable Management
- Accounts Receivable Management
- Balance Sheet Analysis
- Coaching
- Communication Skills
- Customer Service
- Finance/Accounting Procedures
- Income Statement Analysis
- Leadership Effectiveness
- Planning
- Product Knowledge
- Project/Program Management
- Sales and Marketing
- Supply Chain Management
- Strategy Deployment Process
- Work Processes/Procedures

Commercial Skills

- Polaris
- Product Knowledge
- Competitor Education

Computer Skills

- Accounting Enterprise Resource Planning
- Asset Tracking
- Bar Cloud
- Customer Relationship Management
- Department of Transportation (Log Select Software)
- Dispatch Track
- Global Positioning System
- Manufacturing Software Applications
- MS Office (Intermediate/Advanced)
- Machine Programming
- Rental Accounting Software

Continuous Improvement Skills

- 5S
- Kaizen
- Problem Solving
- Process Controls/Documentation/Improvement
- Process Improvement

- Quality Improvement
- Root Cause Analysis
- Team Building
- Tool Control Procedure
- Train-the-Trainer

Manufacturing Skills

- Assembly Procedures
- Equipment Operation, Maintenance & Troubleshooting
- Good Manufacturing Processes
- Inspection Techniques
- Inventory Flow Control
- Line Set Up
- Quality Control Procedures

Productive Lab (Trainer-to-Trainee Ratio 1:1)

Trainees may receive any of the following:

Manufacturing Skills

- Equipment Operation
- Maintenance
- Repair Processes



Training Proposal for:

**Central Valley Roofers and Waterproofers and Allied Workers
Joint Apprenticeship and Training Trust**

Contract Number: ET23-0956

Panel Meeting of: October 28, 2022

ETP Regional Office: Sacramento

Analyst: C. Kaiser

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate Apprenticeship	Industry Sector(s):	MEC (H) Construction (C) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Fresno, Madera, Kings, Tulare, Kern, Mono, Inyo	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Roofers and Waterproofers Local Union 27		
Turnover Rate:	≤20%		

FUNDING DETAIL

Program Costs	+	Support Costs	=	Total ETP Funding
\$147,200		\$10,143 8%		\$157,343

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

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Priority Rate Journeyworker	Commercial Skills, Computer Skills, OSHA 10/30	23	8-200	0	\$273	\$36.51
				Weighted Avg: 16			
2	Retrainee Priority Rate Apprentice	Commercial Skills, Computer Skills, OSHA 10/30	92	8-210	0	\$1,642	\$29.41
				Weighted Avg: 96			

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

Minimum Wage by County: \$29.41 per hour SET/Priority Industry Statewide Average
Health Benefits: Yes No This is employer share of cost for healthcare premiums – medical, dental, vision.
Used to meet the Post-Retention Wage?: Yes No Maybe
 Up to \$5.17 per hour may be used to meet the Post-Retention Wage for Job Number 2. This amount has been verified in the collective bargaining agreement wage tables.

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1		
Journeyworkers - Roofer and Waterproofer		23
Job Number 2		
Apprentices - Roofer and Waterproofer		92

INTRODUCTION

Founded in 1919 and located in Fresno, Central Valley Roofers and Waterproofers and Allied Workers Joint Apprenticeship and Training Trust (Central Valley Roofers) is jointly sponsored by Roofers and Waterproofers Local 27. Central Valley Roofers trains both Apprentices and Journeyworkers for the roofing and waterproofing industry and serves over 300 union members across Fresno, Madera, Kings, Tulare, Kern, Mono, and Inyo Counties. There are five signatory employers, two-of which are small businesses.

The Training Center for Central Valley Roofers is located in Fresno County and offers Apprentice programs (Roofers and Waterproofers) accredited through the Division of Apprenticeship Standards. The program is designed to familiarize Apprentices with the industry and improve their skills to increase employment opportunities. This is Central Valley Roofers’ third ETP Contract and the third in the last five years.

Veterans Program

Central Valley Roofers is actively recruiting, maintaining, and serving Veterans who seek a career in the building trades. They work with several community-based organizations to attract, recruit, and retain veterans. These organizations include; Fresno Economic Opportunities Commission Valley Apprenticeship Connections program (Fresno EOC), The Valley Build Multi-Craft Pre-Apprenticeship Program, Central Valley Training Center, and Fresno City College. They also recruit veterans in cooperation with Helmets to Hardhats, a national joint labor-management program that recognizes the link between skills acquired in military service and the building trades. To continue to incentivize Veterans to join the program, Central Valley Roofers is committed to establishing more relationships through new partnerships with local organizations. Recently, the Central Valley Roofers has reached out to additional nonprofits in the San Joaquin Valley like the Central Valley Veterans, to continue to strengthen additional opportunities for outreach and hiring of Veterans in the area.

Currently, Central Valley Roofers has one Veteran enrolled in the program and one Apprentice that is Active Military. For administrative simplicity, a separate job number is not being requested at this time.

Apprenticeship Program

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

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

To ensure ETP does not displace Montoya Funds, Apprentice reimbursement is reduced by \$7, reducing the priority industry rate from \$23 to \$16 per class/lab hour.

PROJECT DETAIL

Training under this proposal will allow Central Valley Roofers to keep up with changes in the roofing industry. Specifically, Apprentices and Journeyworkers need to learn new and much-needed skills as the Industry moves away from traditional hot tar systems and towards new roofing systems and materials. New roofing systems include a variety of single ply systems and a variety of modified roofing systems (mopping, torching, primed, adhesives, hot rubber, and peel-n-stick). Training in this proposal will also be provided on updated waterproofing systems as well. These systems include photovoltaic systems, vegetative roofs, and rainwater harvesting systems.

Central Valley Roofers must also keep up with employer demand. The employers normally specialize in a small variety of roofing systems. However, in order to remain competitive, they must be more flexible and increase knowledge of new roofing systems to meet the demands of building owners and managers for a wide variety of roofing systems and materials. Likewise, the need for highly-skilled, highly-trained workers has also created a competitive environment in

California, specifically with large out-of-state roofing contractors who are formidable competition to California employers. Training will allow Central Valley Roofers to ensure there is a flexible and highly-skilled workforce who can compete against these companies. Finally, demand for Roofers in the Fresno area is strong and with many Journeyworkers retiring there is a shortage of Apprentices needed to bid on jobs.

Current projects being worked on in the San Joaquin Valley for Roofers include local hospitals, industrial buildings, and schools. For Waterproofers, the California High Speed Rail has been a large project with waterproofing the steel tracks for cross streams or to go underground.

Training Plan

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

Commercial Skills: Training will be provided to Apprentices and Journeyworkers based on skill level and time-in and allows Apprentices to gain the skills needed to work safely and productively in the roofing industry. Topics include Green Roofs, Metal Roofing, and Rigging and Hoisting.

Computer Skills: Training will be provided to Apprentices and Journeyworkers based on skill level. This allows the trainees to gain knowledge on software used in the field. Topics include Construction Modeling Software.

Certified Safety Training

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

Training Hours Limitation

Retraining hours are capped at 200 per-trainee. However, for Apprentice trainees with OSHA 10 training this cap extends to 210 hours.

Commitment to Training

ETP funding will not displace the existing financial commitment to training. Employers will continue to make contributions to the training trust fund for every hour worked by Apprentices and Journeyworkers. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

Training will be overseen by Central Valley Roofer’s Director and provided at the Training Center in Fresno. Several part-time staff will be assisting with administration, scheduling of training and ETP administration. Central Valley Roofers has also retained a third party, Betat Advisories, to assist with administrative work.

Marketing and Support Costs

Central Valley Roofers requests 8% support costs for Job Numbers 1 and 2 to fund its staff in recruiting and qualifying additional participating employers for this program. Although many of the participating employers have already been recruited, additional recruitment will take place to complete the project and replace any employers whose training needs change since the project planning process began.

Central Valley Roofers disseminates information about the program to One-Stop Centers throughout Northern California. Employers are notified of training through the association. Employers participate as members of the joint committee that operates the program, and training is designed around their needs and the general needs of the industry. Staff recommends the 8% in support costs for Job Numbers 1 and 2.

Tuition Reimbursement

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

ACTIVE PROJECTS

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

Contract No.	Approved Amount	Term	No. Trainees (Estimated)	No. Completed Training	No. Retained	Potential Earnings (Based on Tracked Hours) (\$ %)
ET21-0951	\$125,405	2/1/2021 – 1/31/2023	124	0	0	\$50,478 (40%)*

*Hours uploaded to Cal E-Force as of 9/30/2022. Central Valley Roofers projects 100% completion for this project.

PRIOR PROJECTS

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

Contract No.	Location (City)	Term	Approved Amount	Payment Earned (\$ %)
ET19-0911	Fresno	9/22/2018 – 3/21/2021	\$174,980	\$157,834 (90%)

DEVELOPMENT SERVICES

Betat Advisories in Auburn assisted with development of this proposal for a flat fee of \$5,000.

ADMINISTRATIVE SERVICES

Betat Advisories will also perform administrative services for a fee not to exceed 10% of payment earned.

TRAINING VENDORS

N/A

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Commercial Skills

- Asphalt and Wood Shingles
- Batten Seam Roofing
- Bermuda and Shingle Panel
- Blueprint Reading
- Built-up Roofing Materials
- Cold Applied Roofing and Caulking
- Common Roofing Materials
- Ethylene Propylene Diene Monomer (EPDM) Single Ply Roofing
- Flashing Materials
- Flat Seam Roofing
- Following Plans and Specifications
- Following Project Plans
- Green Roofs
- Hot Air Welding for Apprentices
- Infection Control in Healthcare Facilities
- Insulation Materials
- Low Slope Roofing
- Maintenance and Repair
- Measurement and Calculation Problems in Roofing
- Metal Roofing
- Mopping Operations
- Rainwater Harvesting Systems
- Regulations Governing Roofing and Waterproofing
- Rigging and Hoisting
- Roof Pumps and Tankers
- Roof Surfacing and Sealing
- Roofing Tools
- Safe Working Procedures for Roofers and Use of Safety Equipment
- Single Ply Roofing
- Single Ply Roofing Materials and Systems
- Single Ply Roofing Systems
- Specialty Tile
- Standing Seam Roofing
- Steep Slope Roofing
- Types of Rigid Roofing
- Ventilation
- Waterproofing and Below Grade Materials
- Waterproofing and Damp Proofing
- Working with Concrete and Mission Tile

Commercial Skills

JOURNEY LEVEL CURRICULUM

- Advanced Concepts in Water Proofing and Damp Proofing
- Advanced Hot Air Welding
- Advanced Maintenance and Repair Techniques
- Advanced Single Ply Roofing
- Advanced Systems of Built-up Roofing
- Air Barriers for Ventilation and Heat Escape
- Chemical Usage
- Coordinating Plans and Schedules with Other Building Trades
- Creating Project Plans
- Creating Safe Working Conditions
- Designing Rigging and Hoisting Systems and Procedures
- Drainage Systems Including Rain Water Recovery Systems
- Electronic Leak/Failure Detection
- Foreman Skills, Including Creating and Implementing Project Plans
- Green Roof Specific Safety Issues
- Handling Pressurized Equipment
- Infection Control in Healthcare Facilities
- Project Management Systems
- Rainwater Harvesting Systems
- Rigid Roofing
- Roofing Materials
- Single Ply Products and Uses: Advanced Course
- Title 24 Energy Standards for Roofing
- Torch-on Product
- Vegetative Roofs
- Water Proofing on Vertical Surfaces
- Wind Uplift and Load Issues Related to Green Roofing
- Working Around Hazardous Materials
- Working on Scaffolding
- Working with Photovoltaic Material

Computer Skills

- Computer Operations for Construction
- Construction Modeling Software

Journeyworker:

- Advanced Use of Computers in Construction
- Building Information Modeling (BIM) Software
- Computer Skills Related to Product Application & Testing
- Estimating Systems
- Project Management Software

OSHA 10 (Certified-OSHA Instructor)

- OSHA 10

OSHA 30 (Certified-OSHA Instructor)

- OSHA 30



Training Proposal for:

Greater San Fernando Valley Chamber of Commerce

Contract Number: ET23-0170

Panel Meeting of: October 28, 2022

ETP Regional Office: North Hollywood

Analyst: L. Vuong

PROJECT PROFILE

Contract Attributes:	Priority Rate Retrainee SB <100	Industry Sector(s):	MEC (H) Agriculture (11) Construction (23) Manufacturing (33) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Statewide	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Turnover Rate:	≤20%		
Managers/Supervisors: (% of total trainees)	≤20%		

FUNDING DETAIL

Program Costs	+	Support Costs	=	Total ETP Funding
\$560,648		\$38,780 8%		\$599,428

In-Kind Contribution:	50% of Total ETP Funding Required	\$724,545
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TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Priority Rate	Business Skills, Computer Skills, Continuous Impr.	554	8-200	0	\$1,082	\$21.57
				Weighted Avg: 44			

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

Minimum Wage by County: \$23.53 per hour for Alameda, Marin, San Mateo, Santa Clara, and San Francisco Counties; \$23.30 per hour for Contra Costa County; \$21.73 per hour for Los Angeles County; \$21.57 per hour for all other counties.

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

Used to meet the Post-Retention Wage?: Yes No Maybe
Participating employers may use health benefits up to \$2.50 per hour to meet the Post-Retention Wage.

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Administration Staff		1
		1
		24
Customer Service Staff		1
		1
		18
Engineer		15
Manager/Supervisor		1
		1
		63
Operator		1
		44
		83
Production Worker		1
		54
		45
Shop Lead		1
		34
		42
Technician		58
Warehouse Clerk		25
		20
		20

INTRODUCTION

Founded in 1911 and located in Van Nuys, the Greater San Fernando Valley Chamber of Commerce (The Chamber) (www.sanfernandovalleychamber.com) is a nonprofit membership organization dedicated to providing business education, networking opportunities, advocacy, and community improvement. The Chamber maintains partnerships with community organizations in a shared commitment to stimulate a diverse and strong economic climate.

The Chamber provides a comprehensive array of business services and programs targeted to help small, large, micro, women, veteran, and minority-owned businesses. The Chamber also provides programs for manufacturing, exporting, aviation, healthcare, education, technology, distribution and warehousing, engineering, food processing, and pharmaceutical industries.

Veterans Program

Although there is no separate Veterans component in this project, the Chamber works directly with local organizations that focus on Veteran needs. In addition, participating employers regularly employ Veterans through their normal hiring practices.

PROJECT DETAILS

This will be The Chamber's sixth ETP Contract; the sixth in the last five years. The Chamber is focused on economic growth and recovery, upgrading job-related skills, and job retention in the San Fernando and neighboring cities/counties. Its goal for the next 24 months is to work collaboratively with regional economic development partners to create best practices in job creation and retention. The Chamber has received an overwhelming response from participating employers that expressed a need to improve social media, productivity, and best business practices and upgrade the skill level of their workforce. This includes increases in manufacturing and customer service skills, keeping up with rapidly changing technology, maintaining sufficient business operations, and minimizing the impact of the COVID-19 pandemic.

ETP-funded training will provide participating employers the opportunity to sustain competitiveness, grow their businesses, meet customer demand, create new job opportunities, increase wages and retention, improve productivity, reduce prices, remain current with rapidly changing technology, and adapt to the new business environment resulting from the COVID-19 pandemic. The Chamber is continuously focusing on providing opportunities to companies that do not have the resources available to provide needed training to their employees and helping them bring innovative processes and new technology to the workforce.

Employer Demand

The core group of employers consist of five large companies and four small businesses, which represents over 100% of requested funding for this proposal, and have made firm commitments to participate upon Panel approval. The Chamber anticipates 100% of training will be conducted at participating employer locations. Although training topics are similar to previous projects, no trainees from previous participating employers will receive duplicate training in any subject matters.

The Chamber's curriculum is designed to serve the needs of a diverse workforce by allowing each company to customize training. The Chamber conducts interviews with employers and training experts to maintain a comprehensive curriculum that is relevant and responsive to employer needs. In addition, participating employers are encouraged to complete course evaluations. This feedback is used by the Chamber to measure the quality of training and how certain modules can

be improved. The proposed training will provide trainees with sufficient Business and Computer Skills and Continuous Improvement needed to work more efficiently and effectively, keep up with current technology, and successfully manage and grow their businesses.

Training Plan

Training will be provided via Class/Lab, Videoconference and E-Learning in the following:

Business Skills: Training will be offered to all occupations to improve communication skills, customer relations, business writing skills and business problem solving. Training topics include Customer Service, Social Media Marketing, and Time and Priority Management.

Computer Skills: This training will be offered to all occupations. Training will allow all trainees to effectively use software applications that run and support business operations to keep up with current technology and be more efficient in all functions.

Continuous Improvement: Training will be offered to all occupations to promote teamwork and improve workflow, troubleshooting, and problem solving. Training includes Process Mapping, Lean Manufacturing, Kaizen 7S and Six Sigma.

Commitment to Training

The majority of participating employers provide on-the-job, one-on-one training to new employees; and safety and off-site seminar training. ETP funding will enable these companies to provide a larger number of employees with a broader spectrum of skills development and introduce new business practices and services to sustain growth and remain competitive.

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

➤ Training Infrastructure

The CEO and one staff member will be responsible for all administrative responsibilities, including scheduling training, collecting and reviewing attendance rosters, enrollment, recording and tracking training. The Chamber has also retained the services of a third party subcontractor to assist in administration of the project.

Impact/Outcome

The Chamber anticipates assisting participating employers to prepare for certification programs such as ISO, Lean Enterprises and Six Sigma that are typically awarded based on training and internal improvement. These certifications often lead to new market opportunities, new customers, and increased sales, which will ultimately help companies grow and provide workforce stability.

Marketing and Support Costs

The Chamber has established relationships with other chambers, community members, Valley Industry & Commerce Association, The Valley Economic Alliance and collaborative networks of businesses. The Chamber hosts monthly meetings and uses newsletters, websites, and email communication to promote business opportunities, procurement news, government-assisted programs, and various networking events. The Chamber has three employees dedicated to marketing, recruiting, assessment, scheduling, and training; therefore, The Chamber requests 8%

support costs to fund extensive marketing efforts to recruit additional participating employers and assessment activities of employers.

Active COVID Contract

The Chamber has an active contract ET21-0242 with ETP under the COVID Rapid Reemployment and Retraining Pilot with a term of 12/14/2020 to 12/13/2022. Of an estimated 100 trainees, 100 have been enrolled and 100 have received the minimum hours of training. Based on the hours in the system, the Chamber has earned 100% of contract value.

Trainer Qualifications

Custom Corporate Communications has a minimum of 15 years of instructional experience specializing in Business Skills, Computer Skills and Leadership training. Western Training Group has a minimum of six years of instructional experience specializing in Continuous Improvement, Manufacturing Skills and Quality training.

Tuition Reimbursement

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

ACTIVE PROJECTS

The following table summarizes Contractor's performances under active ETP Contracts:

Contract No.	Approved Amount	Term	No. Trainees (Estimated)	No. Completed Training	No. Retained	Potential Earnings (Based on Tracked Hours) (\$%)
ET22-0132*	\$599,428	10/01/21 – 09/30/23	554	337	337	\$599,256 (99%)

*ET22-0132: Contract has been closed out in the system.

PRIOR PROJECTS

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

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
ET21-0118	Statewide	07/01/20 – 06/30/22	\$599,440	\$597,878 (99%)
ET20-0112	Statewide	08/05/2019– 08/04/2021	\$749,300	\$749,300 (100%)
ET18-0136	Statewide	10/30/2017– 10/29/2019	\$603,464	\$580,886 (96%)

DEVELOPMENT SERVICES

Training Funding Source in Seal Beach assisted with development of this proposal at no cost.

ADMINISTRATIVE SERVICES

Training Funding Source will also perform administrative services in connection with this proposal for a fee not to exceed 10% of payment earned.

TRAINING VENDORS

Custom Corporate Communications in Redondo Beach will provide Business Skills and Computer Skills training for a fee of approximately \$150,000.

Western Training Group in Playa Del Rey will provide Continuous Improvement and Manufacturing Skills training for a fee of approximately \$150,000.

Additional outside training vendors may be identified and retained during the term of the Contract.

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

Trainees may receive any of the following:

Business Skills

- Business Writing
- Communication Skills
- Customer Service
- Leadership Skills
- Managing Change
- Performance management skills
- Project Management
- Team Building
- Time and Priority Management

Computer Skills

- Microsoft Office Suite Advanced
- Quickbooks and Accounting Software
- Social Media Network

Continuous Improvement Skills

- Kaizen 7S
- Lean Manufacturing
- Lean Office
- Problem Solving
- Process Improvement
- Process Mapping
- Quality Engineering
- Root Cause Analysis
- Set up time reduction
- Six Sigma
- Statistical Process Control
- Team Building

Participating Employers in Retrainee Multiple Employer Contracts

Self-reported listing of potential employers participating in the contract

Contractor's Name: Greater San Fernando Valley Chamber of Commerce CCG No.: ET23-0170

Reference No: 22-0757 Page 1 of 3

ALPHABETIZE BY COMPANY NAME

Company: American Innotek	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
---------------------------	--

Address: 2655 Vista Pacific Drive

City, State, Zip: Oceanside CA 92056

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 20	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
--	---

Total # of full-time company employees worldwide: 23

Total # of full-time company employees in California: 23

Company: Bentley Mills	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Address: 14641 E Don Julian Rd

City, State, Zip: City of Industry CA 91746

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 200	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
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Total # of full-time company employees worldwide: 400

Total # of full-time company employees in California: 320

Company: Fender Musical Instruments	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Address: 211 Cessna Cir

City, State, Zip: Corona CA 92878

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 100	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
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Total # of full-time company employees worldwide: 3929

Total # of full-time company employees in California: 1231

Company: General Sealants	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Address: 300 S Turnbull Canyon Road

City, State, Zip: City of Industry CA 91745

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 36	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Total # of full-time company employees worldwide: 99

Total # of full-time company employees in California: 99

Participating Employers in Retrainee Multiple Employer Contracts

Self-reported listing of potential employers participating in the contract

Contractor's Name: Greater San Fernando Valley Chamber of Commerce CCG No.: ET23-0170

Reference No: 22-0757 Page 2 of 3

ALPHABETIZE BY COMPANY NAME

Company: Kush Alley Inc	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Address: 16733 Schoenborn Street

City, State, Zip: North Hills CA 91343

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 20	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Total # of full-time company employees worldwide: 70

Total # of full-time company employees in California: 70

Company: JI Machine	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Address: 9720 Distribution Ave

City, State, Zip: San Diego CA 92121

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 18	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Total # of full-time company employees worldwide: 20

Total # of full-time company employees in California: 20

Company: Meridith Baer	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Address: 4100 Ardmore Ave

City, State, Zip: South Gate CA 90280

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 100	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
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Total # of full-time company employees worldwide: 237

Total # of full-time company employees in California: 198

Company: RSI LAMCO American Woodmark PCS	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Address: 2111 Eastridge Ave

City, State, Zip: Riverside CA 92507

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 80	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
--	---

Total # of full-time company employees worldwide: 240

Total # of full-time company employees in California: 130

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: Greater San Fernando Valley Chamber of Commerce CCG No.: ET23-0170

Reference No: 22-0757 Page 3 of 3

ALPHABETIZE BY COMPANY NAME

Company: Zoo Digital Production LLC

Priority Industry? Yes No

Address: 2201 Park Place Suite 100

City, State, Zip: El Segundo CA 90254

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 75

Small Business? Yes No

Total # of full-time company employees worldwide: 230

Total # of full-time company employees in California: 178



**Retrainee-Job Creation
Training Proposal for:
Hazard Construction Company
Contract Number: ET23-0173**

Panel Meeting of: October 28, 2022

ETP Regional Office: San Diego

Analyst: S. Phillips

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate Job Creation Initiative SET	Industry Sector(s):	Construction (C) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	San Diego	Repeat Contractor:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Southwest Carpenters Training Fund; Teamsters, Chauffeurs, Warehousemen, Industrial & Allied Workers of America Local Union No. 166		
Number of Employees in:	CA: 132	U.S.:132	Worldwide: 132
<u>Turnover Rate:</u>	5%		
<u>Managers/Supervisors:</u> (% of total trainees)	N/A		

FUNDING DETAIL

In-Kind Contribution
\$170,000

Total ETP Funding
\$158,700

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Priority Rate SET	Business Skills, Computer Skills, Continuous Impr, HAZWOPER, OSHA 10/30	130	8-200	0	\$1,150	\$29.41
				Weighted Avg: 50			
2	Retrainee Priority Rate SET Job Creation Initiative	Business Skills, Computer Skills, Continuous Impr, HAZWOPER, OSHA 10/30	10	8-200	0	\$920	\$19.00
				Weighted Avg: 40			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: Job Number 1 (Retrainee – SET) - \$29.41/ hr.; Job Number 2 (Job Creation) - \$17.89/ hr. in San Diego County
Health Benefits: Yes No This is employer share of cost for healthcare premiums – medical, dental, vision.
Used to meet the Post-Retention Wage?: Yes No Maybe
 Up to \$2.50 per hour may be used to meet the Post-Retention Wage for Job Number 1.

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1		
Accounting		12
Operations/ Project Management		20
Field Staff		98
Job Number 2		
Field Staff		10

INTRODUCTION

Founded in 1926, Hazard Construction Company (Hazard Construction) (<https://hazardconstruction.com/>) specializes in design, budget analysis, constructability reviews, value engineering, scheduling and bid documentation preparation. The Company can also provide onsite construction management. Current projects include, County of San Diego Emergency Vehicle Operations Center Training Track, Meadows Del Mar Golf Course, Infrastructure for Rancho Cielo Subdivision in Rancho Santa Fe, the San Diego Airport Taxiway Rehab, El Norte Pkwy Bridge Widening and Brown Field Runway Rehab.

This is Hazard Construction’s first ETP project. It will have two affiliates participating in the project, Hazard Engr, LLC and Hazard CM Engr, LLC. These companies operate out of a single location in Lakeside in San Diego County.

Veterans Program

While the Company does not currently wish to include a separate Veteran Job Number, Hazard Construction does work with the Veteran’s Administration to place Veterans in jobs within the respective companies.

Union Support

Field Operations, Operations and Project Management are represented by Southwest Carpenters Training Fund & Teamsters, Chauffeurs, Warehousemen, Industrial & Allied Workers of America Local Union No. 166. The union has submitted a letter of support for this training project.

PROJECT DETAILS

Hazard Construcion's success depends upon utilizing new construction technologies, keeping up with industry standards and increasing its highly skilled workforce. The Company has seen an ongoing need to incorporate emerging technologies while improving safe workplace processes in order to maintain licenses and qualifications necessary to complete designated jobs. The Company is constantly expanding its customer base, which requires Staff to train on new processes and equipment at new projects. Additionally, due to the nature of the regulations in the construction industry and the turnover in field operations staff, Hazard Construction needs to maintain a robust training program to remain compliant with current regulations. The Company will also be introducing new certification programs, including Viewpoint Training Academy Certificates for Accounting Practices, Project Management & Payroll, and Equipment Operator Certifications.

The training provided under this project will not duplicate or mirror DAS approved apprenticeship training.

Retrainee - Job Creation

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

Hazard has continued to experience growth over the last two years. As such, the Company will hire 10 new employees (Job Number 2). The date-of-hire for trainees will be within the three-month period before contract approval or within the term-of-contract. Turnover Rate penalty is not assessed for job creation.

Training Plan

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

Business Skills: This training will be offered to all staff and will include coaching/ mentorship, communication skills (verbal & writing), and risk management.

Computer Skills: This training will be offered to all staff and will include AutoCAD3Dx, Agtek, Financial/ Accounting, Global Positioning System (GPS), Microsoft Office Suite and Plangrid.

Continuous Improvement: This training will be offered to all staff and will include Process/ Quality Improvement.

Certified Safety Training

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

2. Hazardous Waste Operations and Emergency Response Standard (HAZWOPER). This training is a series of courses specifically designed for workers who handle hazardous substances as first-responders, or clean-up as needed at a hazard disposal or emergency site. It consists of 40 hours of classroom or CBT training, for workers stationed at the hazard site; and 24 hours for workers who visit the site (e.g., engineers). Field training is also required, although not funded by ETP. Completion of the training results in a certificate that expands employment opportunities. Each certification requires an 8-hour annual refresher course. This coursework must be approved by Cal-OSHA, and the instructors must be certified by Cal-OSHA. Trainees will not receive 40 hours unless they work full time onsite at the clean-up location.

Commitment to Training

ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law. The Company currently spends \$100,000 per year on its annual training budget. ETP funding will help Hazard Construction with the cost of implementing new training technologies and hiring much needed consultants to keep the training program up to date with industry standards. This will keep the Company competitive and will allow the placement of workers into high wage jobs while upskilling employees.

➤ Training Infrastructure

The project will be overseen by the Company's Controller who will collect and maintain rosters. Hazard Construction has also hired an administrative subcontractor to assist with project administration for this project.

Impact/Outcome

ETP funding will help energize employees and will assist the company in putting more emphasis on completing trainings and searching for additional training methods to ensure staff are adequately trained. The funding will also help with cost of implementing new training technologies as well as hiring consultants to keep the training program current to the benefit of all employees.

Alternate Recordkeeping

Staff has reviewed and approved the Company's request to use an alternate recordkeeping method.

DEVELOPMENT SERVICES

The Company retained Training Funding Source in Seal Beach to assist with development of this proposal for a flat fee of \$1,900.

ADMINISTRATIVE SERVICES

The Company also retained Training Funding Source to perform administrative services in connection with this proposal for a fee not to exceed 13% of payment earned.

TRAINING VENDORS

To Be Determined

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Coaching/Mentor
- Communication (Verbal and Writing)
- Risk Management

Computer Skills

- AutoCad3D
- Agtek
- Financial/Accounting
- Global Positioning System (GPS)
- Microsoft Office
- Plangrid

Continuous Improvement Skills

- Process/Quality Improvement

Hazwoper

- Hazwoper

Safety Skills - OSHA 10 (Certified-OSHA Instructor)

- OSHA 10

Safety Skills - OSHA 30 (Certified-OSHA Instructor)

- OSHA 30



Southwest Carpenters Training Fund

3250 E. Shelby Street, Suite 210

Ontario, California 91764-6584

Phone (213) 739-9339

fundoffice@swctf.org ▪ www.swctf.org

August 11, 2022

State of California Employment Training Panel
1100 J Street Suite 400
Sacramento, CA 95814

To Whom It May Concern:

As Director of the Southwest Carpenters Training Fund, I am sending this letter in support of Hazard Construction Company's request for assistance with training funds from the State of California's Employment Training Panel (ETP).

Hazard Construction Company sees the importance and value of training its workforce in new construction processes and technology in order to increase quality, productivity and customer service. The Southwest Carpenters Union currently represents carpenters employed by Hazard Construction Company with a collective bargaining agreement through 2022 which includes training for its members.

Therefore, any training for employee-members covered by the collective bargaining agreement (CBA) should be limited under the grant plan to the permissible types listed below, unless the training is conducted by Southwest Carpenters Training Fund (SWCTF) to avoid violation of the terms and conditions of the CBA. Permissible types of Company/Contractor training are:

- Human Resources
- Company's Internet Communication
- Site Specific Safety Training (that cannot be provided by SWCTF)

SWCTF is willing and prepared to work with Hazard Construction Company and appropriate vendors to provide all other types of desired member training.

If any additional information is needed, please email me at lonitveros@swctf.org

Sincerely,

A handwritten signature in blue ink, appearing to read "Louis Ontiveros". The signature is fluid and cursive, written over a light blue horizontal line.

Louis Ontiveros, Director
Southwest Carpenters Training Fund



TEAMSTERS, CHAUFFEURS, WAREHOUSEMEN,
INDUSTRIAL & ALLIED WORKERS OF AMERICA
LOCAL UNION No. 166

P.O. BOX 899 • 18597 VALLEY BOULEVARD • BLOOMINGTON, CA 92316-0899
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Trustee

July 28, 2022

Employment Training Panel
1100 J Street
Sacramento, CA 95814

Dear Panel Members,

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

See attached list of the number of trainees participating in the project along with their occupations.

Exhibit E

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

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

Sincerely,

Jose Estrada
Business Agent
Teamsters Local 166

-
- RIVERSIDE & SAN BERNARDINO COUNTIES IN THEIR ENTIRETY, CA
 - AFFILIATED WITH INTERNATIONAL BROTHERHOOD OF TEAMSTERS

Employee	First Name	Last Name	Craft Desc	Class Desc
3444	Kenneth	SanNicolas	Teamster	Teamster Traffic Control Grp 2
3721	Manuel	Zavala	Teamster	Teamster Group 4
3785	Jeffrey	Bauler	Teamster	Teamster Group 7
3990	William	McKeithen	Teamster	Teamster Group 4
4031	George	Soto	Teamster	Teamster Group 7
4047	Cole	Hamilton	Teamster	Teamster Group 7
4079	Alexander	Nielsen	Teamster	Teamster Traffic Control Grp 2
4112	Brad	Burns	Teamster	Traffic Control Manager
4158	Young	Hilliard	Teamster	Teamster Group 4
4169	Terry	Rogers	Teamster	Teamster Group 4
4215	Robert	Madsen	Teamster	Teamster Group 4



Retrainee-Job Creation
Training Proposal for:
Motivo Engineering, LLC
Contract Number: ET23-0168

Panel Meeting of: October 28, 2022

ETP Regional Office: North Hollywood

Analyst: M. Niquet

PROJECT PROFILE

Contract Attributes:	SB <100 Priority Rate Retrainee Job Creation Initiative	Industry Sector(s):	Services (G) Professional, Scientific Technology (54) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Los Angeles, Orange	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Number of Employees in:	CA: 85	U.S.:85	Worldwide: 85
<u>Turnover Rate:</u>	5%		
<u>Managers/Supervisors:</u> (% of total trainees)	N/A		

FUNDING DETAIL

In-Kind Contribution
\$185,250

Total ETP Funding
\$108,675

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Priority Rate SB<100	Business Skills, Comm'l. Skills, Computer Skills, Cont. Imp., HazMat, PL-Comm'l. Skills	85	8-200	0	\$1,035	\$21.57
				Weighted Avg: 45			
2	Job Creation Priority Rate SB<100	Business Skills, Comm'l. Skills, Computer Skills, Cont. Imp., HazMat, PL-Comm'l. Skills	15	8-200	0	\$1,380	\$17.81
				Weighted Avg: 60			

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

Minimum Wage by County: Job Number 1: \$21.73 per hour for Los Angeles County and \$21.57 per hour for Orange County

Job Number 2(Job Creation): \$18.11 per hour for Los Angeles County; and \$17.81 per hour for Orange County

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

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

Up to \$2.50 per hour may be used to meet the Post-Retention Wage for Job Number 1; and up to \$1.11 per hour for Job Number 2.

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1		
Administrative Staff		1
		1
		4
Technician		1
		1
		72
Supervisor/Manager		1
		4
Job Number 2		
Administrative Staff		1
		1
		3

Technician		1
		1
		8

INTRODUCTION

Founded in 2010 and headquartered in Gardena, Motivo Engineering, LLC (Motivo) (www.motivo.com) is an engineering firm focused on translating client visions into a sellable product. The Company develops processes to efficiently take ideas from concept to production ready, including brainstorming sessions, in-house fabrication, assembly, testing and pilot volume production. Motivo has a variety of clients, ranging from startups to Fortune 500 firms.

Motivo operates primarily out of Gardena, which is the hub for all engineering and manufacturing based activities. The Company also has two affiliates who will participate training, Amest Corporation in Rancho Santa Margarita and Data Spectrum in Redondo Beach. Both locations help capture business production efforts. Most training will take place at the Gardena facility with minimal training taking place at the affiliate’s locations in Redondo Beach and Rancho Santa Margarita.

Veterans Program

Motivo has not included a separate Veterans component in this proposal. However, the Company actively recruits Veterans by utilizing the Veterans Administration as a valuable recruitment resource.

Retrainee - Job Creation

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

Motivo is expanding its existing business capacity to meet growing demand for product development. Due to this demand, the Company will hire 15 new employees (Job Number 2). The date-of-hire for trainees will be within the three-month period before contract approval or within the term-of-contract.

PROJECT DETAILS

This will be Motivo’s second ETP Contract; and the second within the last five years. Prior training focused on skills training and operations including complex manufacturing/engineering processes.

This proposal will focus training on implementing new equipment such as laser cutter and press (software, handling, maintenance) as well as implementing new tools/software such as Enterprise Resource Planning (ERP)-Netsuite and Open Air and Material Requirement Planning (MRP) workflow process. All trainees will be trained in various modules in ERP and MRP at some capacity.

Motivo has seen a consistent 15% clientele growth per year and has been able to complete projects under budget and on time with top quality. This trend has led the need to train staff in handling new product demands and staying up-to-date with industry trends and quality standards. The Company has also seen an increase in sustainable product prototypes which has added another layer of training needs.

Training Plan

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

Business Skills: Training will be offered to all occupations in accounting/finance/purchasing and other administrative processes, coaching/communication techniques, conflict resolution and Engineering/Design skills.

Commercial Skills: Training will be offered to Technicians and Supervisor/Managers and include inspection techniques, standard operating procedures and inspection techniques.

Computer Skills: Training will be offered to all occupations in automation, programming, MRP and MS Office/Project software. Trainees will also learn programming languages and program management techniques.

Continuous Improvement: Training will be offered to all occupations in lean manufacturing, program management and project management.

Hazardous Material Skills: Training will be offered to all occupations in hazard communication and hazardous materials management.

Productive Laboratory (Commercial Skills)

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

Motivo will provide 20 hours of PL-Commercial Skills training to 40 Technicians. PL training will be delivered inside a clean room. Trainees will be trained on various equipment required for design and engineering. Equipment includes pre-preg composite and layout technology, welding machinery, lathes, grinding machines, presses, CNC machine tools, lasers, carbon fiber cutters, CAD computer systems, quality control technology, precision inspection machines, hand tools, and other related production technologies. PL training will utilize an experienced trainer to specify the scope of work, explain the process and needed equipment, and verify trainee comprehension of standards and specifications. Trainers will observe employees performing tasks, provide feedback, and assist with re-work if necessary. PL will be delivered at a 1:1 trainer-to-trainee ratio.

Commitment to Training

ETP funds will not displace the existing financial commitment to training. The Company estimates its annual training budget to be approximately \$100,000. Training includes company policies and procedures and sexual harassment prevention. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

Motivo has a detailed training plan in-place and is ready to begin training upon approval. The Director of HR will be responsible for overseeing all training efforts, with assistance from the Executive Assistant. In addition, the Company has hired a third-party administrator to assist with ETP administration.

Alternate Recordkeeping

Staff has reviewed and approved the Company’s request to use an alternate recordkeeping method.

PRIOR PROJECTS

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

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
ET19-0386	Gardena	12/20/18- 12/19/20	\$68,120	\$68,060 (99%)

DEVELOPMENT SERVICES

Training Funding Source in Seal Beach assisted with development for a flat fee of \$1,900.

ADMINISTRATIVE SERVICES

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

TRAINING VENDORS

To Be Determined

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Accounting/Finance/Purchasing
- Administrative processes
- Coaching/Communication
- Conflict Resolution
- Customer Relations
- Engineering/Design
- Feasibility/Return on Investment
- Goal Setting
- HR/Benefits
- Ideation
- Inventory Control
- Leadership
- Marketing & Business Development/Sales
- Mechanical, Electrical, Software Design
- Model Design/Build
- Performance Management
- Product Design/Development
- Product/Service Knowledge
- Project Management
- Systems Engineering
- Team Cohesiveness

Commercial Skills

- Blueprint Reading
- CNC/Laser Jet, Mill/Lathe/Drill
- Coordinate Measuring Machine Inspection/Programming
- Engineering Processes
- Equipment Operation, Maintenance & Troubleshooting
- Fabrication/Assembly/Prototyping
- Inspection Techniques
- Moisture Sensitive Devices
- Preventative Maintenance
- Prototyping, Fabrication/Assembly
- Soldering
- Standard Operating Procedures
- Surface Mount Defects—Causes and Prevention
- Statistical Process Control
- X-Ray/Clean Machine Inspection
- Welding

Computer Skills

- Accounting
- Automation
- ERP Software
- Manufacturing
- MRP
- MS Office/Project
- Programming
- Program Management
- Purchasing
- Scheduling
- Vendor Tech Reviews
- Warehouse

Continuous Improvement Skills

- Corrective/Preventive Actions
- Lean Manufacturing
- Process/Productivity/Quality improvement
- Program Management
- Agile Training
- Scrum
- Project Management

Hazardous Materials Skills

- Hazard Communication/GHS
- Hazardous Materials Management

Productive Lab (Trainer-to-Trainee Ratio 1:1)

Trainees may receive any of the following:

Commercial Skills

- Equipment Operations
- Good Manufacturing Practices
- HACCP (Hazard Analysis & Critical Control Point)
- Inventory Management
- Inspection Techniques
- Manufacturing Processes & Procedures
- Production Equipment/Tools (Preventative Maintenance)
- Shop Floor Control
- Standard Operating Procedures
- Shop floor data collection
- Tooling
- Troubleshooting
- Work Procedures



Retrainee-Job Creation

Training Proposal for:

Nurix Therapeutics, Inc.

Contract Number: ET23-0181

Panel Meeting of: October 28, 2022

ETP Regional Office: San Francisco Bay Area

Analyst: R.Jackson

PROJECT PROFILE

Contract Attributes:	Retrainee Job Creation Initiative Priority Rate	Industry Sector(s):	Other (J) Biotechnology and Life Sciences (54+) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	San Francisco	Repeat Contractor:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Number of Employees in:	CA: 243	U.S.: 243	Worldwide: 293
<u>Turnover Rate:</u>	8%		
<u>Managers/Supervisors:</u> (% of total trainees)	16%		

FUNDING DETAIL

In-Kind Contribution
\$400,000

Total ETP Funding
\$195,500

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Priority Rate	Business Skills, Management Skills	125	8–200	0	\$1,380	\$50.00
				Weighted Avg: 60			
2	Job Creation Initiative Retrainee Priority Rate	Business Skills, Management Skills	25	8–200	0	\$920	\$50.00
				Weighted Avg: 40			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: Job Number 1: \$23.53 per hour for San Francisco County.

Job Number 2 (Job Creation): \$19.61 per hour for San Francisco County.

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

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

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

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1: Retrainee		
Administrative Staff		3
Professionals/Technical Staff		102
Manager/Supervisor		20
Job Number 2: Job Creation		
Administrative Staff		2
Professionals/Technical Staff		18
Manager/Supervisor		5

INTRODUCTION

Founded in 2009 and headquartered in San Francisco, Nurix Therapeutics, Inc. (Nurix) (<https://www.nurixtx.com>) is a biomedical research and drug development company specializing in small molecule therapies using proteins to combat cancer and immune related disorders. The Company offers a wide range of research services to drug research developers, drug makers, physician's offices, patients, medical clinics, and hospitals nationwide. As a developer of drugs currently in early developmental stages, its goal is to address the unmet needs of patients with cancer by empowering the body to fight disease using small molecule drugs to activate or inhibit the natural process of protein degradation. ETP training will occur at its sole site in San Francisco.

This will be Nurix's first ETP Contract. The Company aims to deliver customized training to share best practices, boost competencies, and reinforce the high-performance workplace business model currently in place. Nurix represents that Business Skills' training and drug development is needed to fully prepare for the further commercialization of the Company, because an emphasis

is placed on building solid business foundations with research and communication skills being paramount in the early stages of drug development. Overall, it is working to expand partnerships with larger drug development companies and move into advanced stages of drug development.

Veterans Program

Although Nurix does not have a formal veterans' program in place for recruitment, the Company does hire and employ veterans through its normal hiring practices.

Retrainee - Job Creation

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

In this proposal, the Company will hire 25 new employees (Job Number 2). The date-of-hire for trainees will be within the three-month period before contract approval or within the term-of-contract. Due to business-capacity growth, Nurix is expanding its product line (drug research services). Consequently, hiring new staff and upgrading skills is needed to meet new industry standards such as sequencing methods and drug development rules due to this expansion (from one phase of the process to another) inside the four stages of the drug-development process. Nurix also states that the Company has ample room (square feet) in its existing facility to accommodate the newly hired staff.

PROJECT DETAILS

Nurix represents that meeting increased service demands from customers caused in part by an aging U.S. population and rising cancer rates is requiring new methods, increased use of technology, and a need to upgrade the skills of staff to keep pace with industry changes.

Nurix performed an internal assessment conducted by HR and executive staff to pinpoint training objectives. In summary, training is needed to meet the Company's objectives that include the following: boost productivity by an estimated 30%; increase year-over-year revenues by 10%; train staff to use new drug research and development strategies; and, improve efficiency in service delivery to remain competitive.

Training Plan

The following training will be conducted using both Class/Lab and E-Learning delivery methods:

Business Skills: Training will be offered to Professionals/Technical Staff and Administrative Staff on course topics that include Drug Discovery and Development, Clinical Trials, and Health Economics.

Management Skills: Training will be offered to all Managers/Supervisors on course topics such as Managing Others and Coaching to address a discovered gap in leadership experience and skills among its management via a needs analysis recently conducted.

Commitment to Training

Currently, Nurix invests an estimated \$125,000 in training annually. The training includes non-mandatory training, orientations, violence in the workplace, OSHA-required training, legal training, first aid, training related to continuing education or training leading to degrees, and training delivered/included in the purchase price of new equipment. ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

Nurix's HR Operations Specialist (dedicated administrator) will oversee the project, and the Company's HR Director will assist with project administration. Training will be delivered by five (in-house) subject-matter experts who are either managers or directors within the Company, and it will also use outside vendors when and if needed on a case-by-case basis.

Impact/Outcome

The proposed training plan intends to support the growth objectives of Nurix in the following ways:

- Advancing leadership, business and team oriented skills of employees in order to better serve clients to generate increased revenues and remain competitive.
- Formalizing the mandatory training program.
- Awarding about 150 certificates (75 in Project Management to staff and 75 in Research to staff from vendors). The certifications are developed to help upgrade skills of workers and achieve desired industry standards that often exceed regulatory requirements.

DEVELOPMENT SERVICES

N/A

ADMINISTRATIVE SERVICES

N/A

TRAINING VENDORS

Hands On, LLC in San Francisco has been retained to provide training in Business Skills and Management Skills for a fee of \$125,000.

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

BUSINESS SKILLS

- Leadership Skills
- Drug Discovery and Development
- Patient Centricity
- Clinical Trials
- Regulatory Affairs (for non-legal occupations)
- Drug Safety
- Health Economics and Outcomes Research
- Access and Value-Based Healthcare
- Effective Communications
- Presentation Skills
- Effective Meetings
- Navigating Difficult Conversations
- Business Acumen
- Finance
- Strategic Thinking and Planning
- Ideation and Innovation
- Change Management
- Biometrics
- GxP / Quality in Biopharma
- Healthcare Compliance
- Agile and Design Thinking
- Project Management
- Portfolio Management
- Business Process and Continuous Improvement
- Budget and Resource Management

MANAGEMENT SKILLS

- Transitioning into People Management
- People Management Fundamentals
- Coaching and Mentoring



Retrainee-Job Creation
Training Proposal for:
Renovo Solutions, LLC
Contract Number: ET23-0185

Panel Meeting of: October 28, 2022

ETP Regional Office: Sacramento

Analyst: A. Reyes

PROJECT PROFILE

Contract Attributes:	Retrainee SB <100 Job Creation Initiative	Industry Sector(s):	Services (G) Trade Wholesale (42) Priority Industry: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Counties Served:	Orange	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Number of Employees in:	CA: 90	U.S.: 245	Worldwide: 245
<u>Turnover Rate:</u>	3%		
<u>Managers/Supervisors:</u> (% of total trainees)	N/A		

FUNDING DETAIL

In-Kind Contribution
\$152,550

Total ETP Funding
\$144,900

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee SB <100	Business Skills, Comm'l. Skills, Computer Skills, Cont. Imp.	90	8-200	0	\$1,150	\$21.57
				Weighted Avg: 50			
2	Retrainee SB<100 Job Creation	Business Skills, Comm'l. Skills, Computer Skills, Cont. Imp.	30	8-200	0	\$1,380	\$18.00
				Weighted Avg: 60			

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

Minimum Wage by County: Job Number 1 (Retrainee): \$21.57 per hour in Orange County
 Job Number 2 (Job Creation): \$17.81 per hour in Orange County

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

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

Up to \$2.50 per hour may be used to meet the Post-Retention Wage for Job Number 1.

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1		
Administrative Staff		1
		1
		18
Engineers		1
		1
		58
Supervisors/Managers		1
		1
		8
Job Number 2		
Engineers		1
		3
		26

INTRODUCTION

Founded in February 2009 and headquartered in Irvine, Renovo Solutions, LLC (Renovo) (www.renovo1.com) is an independent service organization providing management and technical

support solutions for hospitals and medical centers in the areas of medical equipment service and information technology. The Company provides these services across the United States. Training will take place at its headquarters in Irvine, as well as customer locations. This is Renovo's fifth ETP Contract, and second in the last five years.

Veterans Program

Although there is no Veterans component in this project, Renovo actively recruits and hires veterans and values the workforce.

PROJECT DETAILS

Previous training focused on the development of analytical skills for Engineers and Managers, and new modules for the Company's computerized maintenance management system, RenovoLive. This new project will focus training on educating employees on the new methodologies and techniques for providing biomedical services for hospitals. To do this, Renovo is adopting the ISO 9001 Standard of quality management to stand out as a unique service provider in the industry. In order to meet this standard of quality, the Company will train staff on the basics of ISO principles and expectations. This training will be evaluated by Bureau Veritas, an international certification agency to identify gaps and establish any processes needed.

Renovo also made changes to its RenovoLive to meet new regulations recently passed. This enables Engineers to document data for Alternate Equipment Management evaluations. Training on this will entail documenting and coding work orders in a standardized format to obtain meaningful information. This information is used to determine if the medical equipment maintenance can be safely perform in an alternative manner.

In addition, Renovo has experienced substantial demand over the past few years and is currently outsourcing work to other companies to meet customer expectations. As part of a company expansion, Renovo is planning to bring the work back in house. Training is required for new staff as the Company uses unique specialized software for its services.

Retrainee - Job Creation

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

Renovo has experienced a large growth in demand for services, with revenue increasing around 20% per year. To keep up with this demand, the Company is currently outsourcing to other companies. In order to return these jobs in-house, Renovo will hire 30 new employees (Job Number 2). The date-of-hire for trainees will be within the three-month period before contract approval or within the term-of-contract.

Training Plan

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

Business Skills: Training will be offered to all occupations to improve communication and customer relations. Training will include Customer Communications, Decision Making, Negotiation and Problem Solving.

Commercial Skills: Training will offered Engineers and Managers/Supervisors with the technical and analytical skill sets needed to perform preventive maintenance procedures, equipment repair and troubleshooting, and network interoperability on a variety of laboratory and medical

equipment. Training will include Cybersecurity, Equipment Management Process and Procedures, and ISO Standards – Quality Management Procedures.

Computer Skills: Training will be offered to all occupations on the latest revisions and new modules of the Company's software programs. New hires will learn to navigate RenovoLive on both desktop and mobile devices. Training will include Accounting Software Application, CE-IT Live, Microsoft Office, and RenovoLive.

Continuous Improvement: Training will be offered to all occupations on performance reporting and productivity improvements. Training will include Organization Skills, Time Management and Risk Assessment and Planning.

Commitment to Training

Renovo's current annual training budget is approximately \$100,000 and includes new hire orientation, general safety and production processes. ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

Renovo has a structured training plan in place and is ready to start training upon project approval. The CAO will oversee project administration, handle training rosters, and track performance. A third party administrator will assist with the implementation, compliance, reporting and reimbursements for the contract. Training will be provided by in-house experts and vendors as needed.

PRIOR PROJECTS

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

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
18CS-0153	Irvine	12/28/17- 12/27/19	\$99,000	\$92,372 (93%)

DEVELOPMENT SERVICES

Training Funding Source in Seal Beach assisted with development of this proposal for a flat fee of \$1,900.

ADMINISTRATIVE SERVICES

Training Funding Source will also perform administrative services for a fee not to exceed 10% of payment earned.

TRAINING VENDORS

To Be Determined

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Customer Communications and Follow-up
- Decision Making
- Negotiation
- Problem Solving

Commercial Skills

- Cybersecurity (Antimalware, firewalls, patches)
- Equipment Management Process and Procedures
- ISO Standards – Quality Management Procedures
- Medical Equipment Repairs
- Performance and Inspection Procedures
- Troubleshooting and Repairs on Medical Equipment
- Troubleshooting Networked Equipment

Computer Skills

- Accounting Software application
- Clinical Engineering Information Technology Live - Integrated Systems Management (CE-IT Live - ISM)
- Microsoft Office
- RenovoLive

Continuous Improvement Skills

- Organization Skills
- Prioritization
- Project Tracking
- Time Management
- Risk Assessment and Planning



Retrainee-Job Creation

Training Proposal for:

Southwest Boulder & Stone, Inc.

Contract Number: ET23-0175

Panel Meeting of: October 28, 2022

ETP Regional Office: San Diego

Analyst: J. Lima

PROJECT PROFILE

Contract Attributes:	Retrainee Job Creation Initiative Priority Rate	Industry Sector(s):	Manufacturing (33) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	San Diego; Riverside; Orange	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Number of Employees in:	CA: 110	U.S.: 110	Worldwide: 110
<u>Turnover Rate:</u>	10%		
<u>Managers/Supervisors:</u> (% of total trainees)	13%		

FUNDING DETAIL

In-Kind Contribution
\$115,647

Total ETP Funding
\$102,350

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Priority Rate	Business Skills HazMat Compter Skills Continuous Improvement Skills Manufacturing Skills PL - Commercial	105	8-200	0	\$920	\$21.57
				Weighted Avg: 40			
2	Job Creation Initiative Priority Rate	Business Skills HazMat Compter Skills Continuous Improvement Skills Manufacturing Skills PL - Commercial	5	8-200	0	\$1,150	\$17.64
				Weighted Avg: 50			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: Job Number 1: \$21.57 (San Diego, Orange and Riverside County); Job Number 2: \$17.89 (San Diego County); \$17.81 (Orange County); \$17.64 (Riverside County).

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

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

Up to \$2.50 per hour may be used to meet the Post-Retention Wage for Job Number 1 and \$1.64 for Job Number 2.

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1		
Administration		1
		1
		8
Production		1
		1
		50
Customer Service		1
		1
		28
Supervisor/Manager		1
		1

		11
Job Number 2		
Production		1
		4

INTRODUCTION

Established in 1989 and headquartered in Fallbrook, Southwest Boulder & Stone, Inc. (SWB) (www.southwestboulder.com) is a family-owned business specializing in the manufacture, supply and installation of landscape products. The Company has grown steadily over the years, starting from a two-employee company to the 110 employees throughout seven facilities in Southern California: four in San Diego County, two in Riverside County, and one in Orange County.

The Company's main products include landscape boulders; specimen water-feature boulders; cobbles and pebbles; flagstone and building stones; natural thin veneers; crushed decorative rocks; eclectic fountains; decorative fire-pits and fire-glass construction rocks; sands, fines, and decomposed granites. The Company also deals in soil binders, composts, and mulches; masonry supplies; manufactured stones; blocks and bricks, as well as segmental retaining wall systems; and interlocking pavers. The Company's customer base includes retail and public entities; commercial and residential building, masonry, and landscape contractors; pool builders; and residential homeowners.

This will be SWB's second ETP Contract, its second in the last five years.

Veterans Program

While the Company doesn't have a formal targeted Veterans program, SWB encourages veterans to apply.

Retrainee - Job Creation

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

The Company will hire 5 new employees (Job Number 2). The date-of-hire for trainees will be within the three-month period before contract approval or within the term-of-contract. SWB aims to increase its company size in order to help meet the needs of increased client demand.

PROJECT DETAILS

SWB has two new large pieces of fabrication equipment: a new bridge saw and a radial arm polishing machine for the creation of fountains and custom stone pieces which will require extensive training and practice for successful implementation. SWB has also added several new product lines, MVIS from Laticrete, an effective water barrier system for cladding, and a new NTV line of Texas limestone. All of these new products require training on all levels from purchasing to customer service reps. SWB has also launched a loyalty program geared to its retail side as well as a contractor loyalty program, both of which will drive sales to the locations.

Training Plan

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

Business Skills: This training will be offered to all staff. Training will include product knowledge, planning, and customer satisfaction.

Manufacturing Skills: This training will be offered to production staff and will include equipment operations, mechanical power screen and material sourcing.

Computer Skills: This training will be offered to all staff and will include MS Project, Management Reporter, and BT/Epicor CRM.

Continuous Improvement: This training will be offered to all staff and will include process improvement, productivity improvement, and quality systems and procedures.

Productive Laboratory (PL) – Commercial Skills:

Production staff trainees may produce goods for profit as part of the PL training in the courses identified under the Curriculum. The instructor must be dedicated to training delivery during all hours of training. The trainer-to-trainee ratio will be 1:1 with a maximum of 32 hours. Productive lab will allow SWB to lower costs, reduce complexity of its manufacturing and give the company better security and compliance through training.

Production staff trainees will be trained on various construction equipment pieces including backhoe, excavator and mini-excavator, crane, skid steer, power screen, tool and guarding.

PL training will allow employees to perform their duties efficiently while being able to take on additional duties of surrounding machines, providing vital cross-training opportunities. This training strategy has been proven to increase efficiencies by reducing downtime. Trainees will receive hands-on training specific to the operation and maintenance of new equipment. PL will supplement Class/Lab training. Trainees will be under direct trainer supervision at all times.

Certified Safety Training

1. Hazardous Materials (HAZMAT). This training is a series of courses, specific to industry sectors involved in the transport of hazardous materials. The coursework varies in length depending on the industry and the occupational title, as organized in five levels ranging from “first responder” to “incident commander.” It is generally a minimum of 24 hours with an 8-hour annual refresher, and may be delivered by classroom or CBT. In this proposal, production staff will receive training. Field training may be required, although not funded by ETP. Completion of the training results in a certificate that expands employment opportunities. This coursework is not under Cal-OSHA, but is administered under the Department of Transportation and CalTRANS. There are various certification entities for the coursework and instructors. In this proposal, the certification entity has not yet been determined.

Commitment to Training

SWB is currently providing training in its ERP system, BisTrack. It also continues to work on its higher level modules with extensive training required. ETP funding will help the Company increase productivity by using more efficient equipment and help its staff gain more industry experience with the equipment. It will also increase staff skill in customer service. SWB’s training budget is \$100,000.

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

➤ Training Infrastructure

The Company President will oversee all aspects of the training project. Three staff members will be dedicated to scheduling training, enrolling trainees and tracking training hours and meeting with ETP staff. Training Coordination will be done in-house through HR Managers and Administrative staff.

Impact/Outcome

A CRM module has also been put together to organize and gain traction on all sales opportunities. Customer Service Representatives will be provided training that will help develop skills sets for growth into senior customer service roles or store supervisors. Supervisors/Managers will also benefit from this training to increase skills in project, financial, and sales management along with communication and strategic thinking.

Alternate Recordkeeping

Staff has reviewed and approved the Company's request to use an alternate recordkeeping method.

PRIOR PROJECTS

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

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
17CS-0007	Multi-County	6/5/17 – 6/4/19	\$175,500	\$159,685 (91%)

DEVELOPMENT SERVICES

The Company retained Training Funding Source in Seal Beach to assist with development of this proposal for a flat fee of \$1,900.

ADMINISTRATIVE SERVICES

Training Funding Source will also perform administrative services in connection with this proposal for a fee of 13% of payment earned.

TRAINING VENDORS

To Be Determined

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Budget
- Building a Team
- Coaching Skills
- Communication
- Conflict Management
- Customer Satisfaction
- Leadership
- Lead Generation and Retrieval
- Performance Management/Goal Setting
- Planning
- Problem Solving
- Product Knowledge
- Risk Management
- Sales Skills
- Time Management

Computer Skills

- Accounting Management Reporter
- Adobe Illustrator, Photoshop
- Adobe Premier Pro
- Avalara
- BT/Epicor Implementation
- BT/Epicor CRM
- BT/Epicor Webstore API
- Cenit Data Integration
- Crystal
- Great Plains
- Livezilla Chat
- Microsoft Office, Word, Excel, Powerpoint (Intermediate/Advanced)
- MS Teams
- MS Project
- Odoo Implementation
- Payroll
- Power BI
- Shipstation implementation
- Time Management Application
- Website

Continuous Improvement Skills

- Process Improvement
- Productivity improvement
- Quality Systems and Procedures
- Team Building/ Problem Solving/ Decision-making

Hazardous Materials Skills

- Hazard Communication (HazCom)
- Material Safety Data Sheet (MSDS)

Manufacturing Skills

- Equipment Operation
- Bagging Machine
- Crane, Excavator & Mini-Excavator
- Safety
- Heat & Illness Prevention
- Installation Procedures
- Job cost
- Material Sourcing
- Materials Handling and Storage
- Product Knowledge
- Stone Coring, Cutting and Fabricating

Productive Lab (Trainer-to-Trainee Ratio 1:1)

Trainees may receive any of the following:

Manufacturing Skills

- Equipment Operations
- Bagging Machine
- Crane, Excavator & Mini-Excavator
- Mechanical Power Screen
- Proper Blending of Psyllium
- Coring, Cutting and Fabricating Stone
- Installation Procedures
- Material Sourcing
- Materials Handling and Storage
- Product Knowledge



Retrainee-Job Creation
Training Proposal for:
The Brownie Baker, Inc.
Contract Number: ET23-0183

Panel Meeting of: October 28, 2022

ETP Regional Office: Sacramento

Analyst: J. Dongallo

PROJECT PROFILE

Contract Attributes:	Priority Rate Retrainee Job Creation Initiative HUA	Industry Sector(s):	Manufacturing (E) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Fresno	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Number of Employees in:	CA: 133	U.S.: 133	Worldwide: 133
<u>Turnover Rate:</u>	14%		
<u>Managers/Supervisors:</u> (% of total trainees)	7%		

FUNDING DETAIL

In-Kind Contribution
\$120,000

Total ETP Funding
\$102,810

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Priority Rate HUA	Business Skills, Computer Skills, Cont. Improv. Skills, Mfg. Skills, PL - Mfg. Skills	129	8-200	0	\$690	\$16.17
				Weighted Avg: 30			
2	Retrainee Priority Rate HUA Job Creation	Business Skills, Computer Skills, Cont. Improv. Skills, Mfg. Skills, PL - Mfg. Skills	10	8-200	0	\$1,380	\$15.00**
				Weighted Avg: 60			

*Post-Retention Wage is the Contractual Wage.

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

Minimum Wage by County: Job Number 1 (HUA): \$16.17 per hour for Fresno County. **Job Number 2 (Job Creation/HUA):** \$15.00 per hour for Fresno County.

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

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

Up to \$1.17 per hour may be used to meet the Post-Retention Wage for Job Number 1.

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1 (Retrainee/HUA)		
Administrative Staff		5
		5
		5
Mechanics		4
		1
Managers/Supervisors		3
		3
		2
Quality Control		2
		1
Production		98
Job Number 2 (Job Creation/HUA)		
Production		10

INTRODUCTION

Founded in 1979 and headquartered in Fresno, The Brownie Baker, Inc. (Brownie Baker) (www.browniebaker.com) is a wholesale manufacturer that specializes in the distribution of pre-packaged pastries such as brownies, cakes, cookies, Danish, donuts, and muffins to various retail grocery and convenience stores. Training under this proposal will be for the Company's two locations in Fresno.

This is Brownie Baker's sixth ETP-funded project and the third in the last five years.

Veterans Program

Brownie Baker recruits through local military facilities and other organizations like "Hire a Vet" and "Troops to Trades", which are local organizations that aid in placing local veterans. The Company is open to providing jobs and training those members of the military that have so generously served this country.

PROJECT DETAILS

Training in the previous proposals focused on new equipment training. The training was to bring both incumbent and new trainees up to speed with updated company procedures. Under this proposal, Brownie Baker will focus on new food safety practices and an increased emphasis on sustainable practices such as zero waste products. With \$450k invested on new equipment from their previous ETP contract, Brownie Baker will continue to train on its cookie injection systems, tunnel washers and sterilization equipment. Training will be delivered on production quality, sanitation procedures and material handling equipment. Although training topics in this proposal are similar to those provided in prior projects, trainees will not repeat the same training courses previously received.

In addition, the Company continues to implement extensive training on Quality Standards and Processes. Training will increase knowledge and ensure competency to match the Company's newly expanded distribution network that extends internationally via Mexico. Training will ensure the Company can meet customer demands and remain competitive.

Brownie Baker is committed to creating promotional growth opportunities to its labor force and has created various structured training plans focused on increasing skill sets and creating a positive working environment to encourage retention and promotion. Training in Effective Communications, Information Workflow, Leadership and Packaging Equipment Operation will give trainees transferable skills while promoting the Company's culture.

Retrainee - Job Creation

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

With the steady company growth and continuous plans for international distribution, Brownie Baker anticipates hiring 10 new employees (Job Number 2) within Production. The date-of-hire for trainees will be within the three-month period before contract approval or within the term-of-contract.

Training Plan

Training will be provided via Class/Lab, E-Learning, Videoconferencing and Productive Lab (PL) methods by in-house experts and vendors in the following:

Business Skills: Training will be offered to all occupations and will focus on compliance requirements for international distribution. Training topics include Account Development, Business Math, Export Procedures and Protocols, COVID Protocols, and Production Planning/Scheduling.

Computer Skills: Training will be offered to all occupations and will focus on the Company's internal software. Training topics include Computer Assisted Machinery, Microsoft Applications, and Great Plains Software.

Continuous Improvement: Training will be offered to all occupations and will focus on the Safe Quality Food training plan. Training topics include Food Product Safety, LEAN Principles – Advanced, Leadership, and Teambuilding.

Manufacturing Skills: Training will be offered to Mechanics, Managers/Supervisors, Quality Control and Production. Training will focus on equipment and sanitation practices. Training topics include Material Handling Equipment Training, Packaging Equipment Operation, Production Equipment Operation – New Hire, and Sanitation Best Practices.

Productive Laboratory

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

Brownie Baker's recently invested equipment requires hands on training for Production staff. The equipment operation and manufacturing processes cannot be simulated in Class/Lab training; therefore, PL training in Manufacturing Skills is necessary. The equipment to be used during PL training will include the Depository Machinery Training. All training will be under the direct supervision of a qualified instructor, who has been certified by the manufacturer, and training will be directly related to the trainee's job requirements. The production line will operate on a start/stop basis during PL training for instructional purposes and for corrective action. The Company requests up to 12 hours of PL training and a 1:2 trainer-to-trainee ratio because the equipment requires teams of two to operate.

High Unemployment Area

All trainees work in a High Unemployment Area (HUA), with unemployment exceeding the state average by at least 25%. The Company's locations in Fresno County are in an HUA.

➤ Wage Modification

For these trainees, the Panel may modify the ETP Minimum Wage by up to 25% if post-retention wages exceed the start-of-training wages.

Brownie Baker requests a wage modification for trainees in Job Number 1 from \$21.57 per hour to \$16.17 per hour and in Job Number 2 from \$17.64 per hour to \$15.00 per hour.

Commitment to Training

Brownie Baker invests \$26,000 per facility annually on training. Training includes onboarding, basic safety, and sexual harassment prevention. ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ **Training Infrastructure**

The Vice President of Operations and Human Resources Manager will oversee all aspects of the training program including roster collection and facilitating training. The Company has also retained the services of a third-party administrator with extensive ETP administration experience to work closely with staff to complete the project successfully.

PRIOR PROJECTS

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

Contract No.	Location (City)	Term	Approved Amount	Payment Earned	
				\$	%
ET21-0144	Fresno	09/01/20 – 08/31/22	\$96,830	\$90,851	(94%)
17CS-0009-000	Fresno	06/05/17 – 06/04/19	\$83,980	\$80,316	(96%)

DEVELOPMENT SERVICES

Strategic Business Solutions, LLC in Visalia assisted with development for a flat fee of \$5,750.

ADMINISTRATIVE SERVICES

Strategic Business Solutions, LLC will also perform administrative services for a fee not to exceed 13% of payment earned.

TRAINING VENDORS

To Be Determined

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Account Development
- Business Math
- COVID Protocols
- Effective Communications
- Export Procedures and Protocols
- Information Workflow
- Purchasing Best Practices
- Production Planning/Scheduling

Computer Skills

- Computer Assisted Machinery
- Great Plains Software
- Intermediate/Advanced Microsoft Applications

Continuous Improvement Skills

- Food Product Safety
- LEAN Principles - Advanced
- LEAN Principles - New Hire
- Leadership
- Quality Standards and Processes
- Supervisors Training
- Teambuilding

Manufacturing Skills

- Baking processes - Danish
- Baking Processes -Muffins
- Baking Processes- Cookies
- Baking Processes- Cakes
- Materials Handling Equipment Training
- Packaging Equipment Operation
- Production Equipment Training - New Hire
- Sanitation Best Practices

Productive Lab (Trainer-to-Trainee Ratio 1:2)

Trainees may receive any of the following:

Manufacturing Skills

- Depository Machinery Training



Training Proposal for:

Apprentice and Journeymen Training Trust Fund of Southern California Plumbing and Piping Industry

Contract Number: ET23-0951

Panel Meeting of: October 28, 2022

ETP Regional Office: North Hollywood

Analyst: M. Niquet

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate Apprenticeship	Industry Sector(s):	MEC (H) Construction (C) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Imperial, Inyo, Kern, Los Angeles, Orange, Riverside, San Bernardino, San Diego, San Luis Obsispo, Santa Barbara, Ventura	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Southern California Pipe Trades District Council 16		
Turnover Rate:	≤20%		

FUNDING DETAIL

Program Costs	+	Support Costs	=	Total ETP Funding
\$457,792		\$31,722 8%		\$489,514

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

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Priority Rate Apprentice	Commerical Skills	311	8-200	0	\$1,574	\$29.41
				Weighted Avg: 92			

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

Minimum Wage by County:
Job Number 1 (SET/Priority Industry wage modification): \$29.41 per hour.

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

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

Up to \$2.83 per hour may be used to meet the Post-Retention Wage. This amount has been verified in the collective bargaining agreement wage tables.

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1		
Apprentice Plumber/Pipefitter		311

INTRODUCTION

INTRODUCTION

Apprentice and Journeymen Training Trust Fund of the Southern California Plumbing and Piping Industry (A&J Training Trust) (www.ajtraining.org) is a Joint Labor-Management Committee founded in 1959. It operates nine training centers in Southern California for the plumbing and pipefitting industry and serves 2,200 apprentices and 4,200 journeymen. The A&J Training Trust provides training for apprentices and journeymen in the plumbing and pipefitting industry who work in a variety of settings doing new construction and maintenance, air conditioning, heating, refrigeration, and plumbing service work.

As a member of the United Association of Journeymen and Apprentices of the Plumbing and Pipe Fitting Industry of the United States and Canada, Southern California Pipe Trades District Council 16 represents 14 local unions in Southern California. Multiple JATCs act as program sponsors for District Council 16. District Council 16 sponsors several DAS approved programs for occupations in the following industries: service and repair, sewer and storm drain, and landscape irrigation piping.

ETP training will be provided for the following JATCs:

- Glendale, Burbank, San Fernando Valley & Antelope Valley Plumber & Steamfitter JATC
- Pomona and San Gabriel Valleys Plumber & Steamfitter JAC
- Kern, Inyo, & Mono Counties Plumbing, Pipefitter & Refrigeration/Air Conditioning Mechanic JATC
- Orange County Plumber & Steamfitters JATC
- Landscape/Irrigation, Sewer & Storm, Underground Specialty Piping JATC
- Los Angeles & Vicinity Steamfitters & Industrial Pipefitters JATC
- San Bernardino & Riverside Counties Plumbing & Steamfitter JAC
- Santa Barbara County Pipe Trades JAC
- San Luis Obispo County Plumbing JAC
- San Diego & Imperial Counties Pipe Trades JAC
- Ventura County Plumbing & Pipefitting JAC

Veterans Program

A&J Training Trust serves veterans and participates in veteran outreach and hiring activities, including Helmets to Hardhats. In addition, it has a program to connect with Marines at Camp Pendleton who are completing their military service. The training takes place at Camp Pendleton during the Marines' last 18 weeks of service. Once completed, trainees are entered as second-year apprentices into the trade. Some of these veterans are placed in jobs outside of California and may not be eligible for ETP funding. Therefore, a separate Veteran's Job Number is not requested.

Apprenticeship Program

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

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

To ensure ETP does not displace Montoya Funds, Apprentice reimbursement is reduced by \$7, reducing the priority industry rate from \$23 to \$16 per class/lab hour.

PROJECT DETAILS

New technology and production demands continuously bring change to the plumbing and piping industry. These changes require those working in the industry to constantly broaden their knowledge and skills. Furthermore, increasing demand for workers with national certifications in; plumbing, pipefitting, medical gas, and welding requires training programs. These certifications

ensure employers hire properly trained industry professionals with the necessary skillsets needed to complete complex construction jobs. Training provided through this application will prepare workers to successfully gain these certifications.

Apprentice trainees will learn to lay out, fabricate, assemble, install, maintain, and repair piping systems which transport all types of fluids, slurries, and gases in the commercial, hospital, and industrial sectors. They will learn to plan, design, and install low pressure and high pressure steam systems in diverse environments, including geothermal plants, manufacturing plants, pharmaceutical plants, semiconductor plants, solar plants, oil refineries, and breweries. They also learn to install, repair, maintain, and service piping and plumbing systems and equipment used for drinking water distribution, sanitary storm water systems, and waste disposal. The Apprentice trainees will also work on technical installations for in-floor heating, medical gas, heat pumps, solar panels, cross-connection control, and many other systems. Welding is a key skill for many jobs and apprentices are trained in all welding processes.

Upcoming projects that Apprentices will work during this contract include:

- Harbor UCLA Expansion
- Intuit Dome
- LAX Expansion
- Angel Flight
- Metro Purple/Red Line

Training Plan

ETP training will be delivered via Class/Lab and E-Learning methodologies in the following:

Commercial Skills: Training will be offered to all Apprentices to increase worker skill set in the piping and plumbing industry. Course topics that include Material Handling, Design & Layout, Rigging in the Piping Trades, Drainage Systems, Water Treatment, Building Water Systems, and Welding Techniques.

Marketing and Support Costs

Employers are notified of the A&J Training Trust's training through the association web sites, mailings, and presentations. Employers participate as members of the joint committee that operates the A&J Training Trust. Training is designed around employer needs and the general needs of the industry. Although many participating employers have been recruited, additional recruitment will occur as needed to complete the project and replace any employers whose training needs may change throughout the project. Assessment of employer-specific job requirements will take place during the term of the Contract.

A&J Training Trust conducts assessments at the conclusion of each class. In addition, trainees provide feedback, through their union representatives on the joint apprenticeship committee and directly to the training centers, regarding their experience in the program and how the program helped to prepare them for work in their industry. Likewise, contractors provide feedback, through their representatives on the joint apprenticeship committee and directly to the training centers, regarding skills needed in their business and on the effectiveness of the training centers in meeting their needs. As a result, A&J Training Trust requests, and staff supports, the 8% support costs.

Commitment to Training

Employers will continue to make contributions to the training trust for every hour worked by Apprentices and Journeymen. ETP funds will not displace the existing financial commitment to training. Safety training is provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

The CEO of A&J Training Trust (dedicated administrator) will oversee project administration. The Los Angeles Unified School District and Betat Advisories will collaborate to perform project administration. A&J Training Trust will schedule classes and complete training rosters. In-house subject-matter experts from A&J Training Trust will provide all training, and these trainers are experienced journey-level workers. The Los Angeles Unified School District and Betat Advisories will assist with employer liaison, documentation of work hours, and uploading of training and enrollment data.

Learning Management System (LMS)

Staff has reviewed and approved the A&J Training Trust's use of a LMS for recordkeeping.

Tuition Reimbursement

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

ACTIVE PROJECTS

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

Contract No.	Approved Amount	Term	No. Trainees (Estimated)	No. Completed Training	No. Retained	Potential Earnings (Based on Tracked Hours) (\$ %)
ET22-0901	\$598,290	8/23/21-8/22/23	259	0	0	0

Prior project ET21-0906 has recently been completed, therefore A&J Training Trust will start to upload training hours.

PRIOR PROJECTS

The following table summarizes Contractor's performance by A&J Training Trust under ETP Contracts that were completed within the last five years:

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
ET21-0906	Van Nuys	7/1/20-6/30/22	\$427,350	\$427,350(100%)
ET20-0905	Van Nuys	7/1/19-6/30/21	\$748,440	\$748,440(100%)
ET19-0901	Van Nuys	7/1/18-6/30/20	\$949,428	\$949,428(100%)
ET18-0901	Van Nuys	7/1/17-6/30/19	\$949,221	\$949,088(100%)
ET17-0900	Van Nuys	7/1/16-6/30/18	\$949,221	\$949,221(100%)
ET15-0919	Van Nuys	3/2/15-3/1/17	\$649,905	\$649,905(100%)

DEVELOPMENT SERVICES

Betat Advisories in Auburn retained to assist with development of this proposal for a flat fee of \$10,000.

ADMINISTRATIVE SERVICES

Betat Advisories in Auburn will perform administrative services for a fee not to exceed 13% of payment earned.

TRAINING VENDORS

To Be Determined

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Commercial Skills

- Safe Working Conditions
- Hazard Communication
- Personal Protective Equipment
- Material Handling
- Electrical Safety
- Tool Safety
- Scaffold Safety
- Fall Protection
- Stairways and Ladders
- Confined Spaces
- Mathematics used in the Piping Trades
- Units of Measurement
- Rigging in the Piping Trades
- Materials, Hardware and Tools Associated with Rigging
- Use of Copper and Acetylene Torches
- Gas Distribution Systems and their Components
- UPC and other Administrative Authorities
- Fittings, Pipes, Appliances and Materials
- Drainage Systems and their Components
- Water Treatment
- Water Treatment & Water Sizing
- Water Mains & Water Sizing
- Water Mains & Services
- Building Water Systems
- Hot Water Supply & Water Sizing
- Introduction to Basic Drawing Tools, Measuring Tools and Lettering Skills
- Three View, Plan View and Elevation View Drawings
- Graphic Symbols for Pipe Fittings and Valves
- Interpretation of Technical Diagrams and Piping Drawings
- Interpretation of Isometric Drawings
- Service & Repair Fixtures & Controls
- Basic Electricity, Pneumatics, Hydraulics
- Servicing of Gas and Electrical Appliances
- Failure Analysis
- Advanced Drawing
- Isometric Drawings
- Drawing Structural Backgrounds
- Drawing Sleeves on Structural Backgrounds
- Drawing Sleeves without Dimensions
- Review other Trades Drawings

- Design & Layout
- Isometric Drawing of Water, Water Gas, Waste and Vent Systems
- Plan View Drawing of Water, Gas Waste and Vent Systems
- Material Take Off List for Installation
- Laying Out Trenches, Figure Grade and Backfill
- Ordering Material for the Job Site and Maintain an Inventory
- Using the Uniform Plumbing Code
- Maintaining Standardization and Safety Mind
- Fundamentals of Welding
- How to Strike and Maintain an Arc with S.M.A.W. Process
- Flat, Vertical and Overhead Positions with 6 and 8 Welding Rod on Plate
- General Knowledge of Oxy Fuel and ARC Welding Safety
- Flame Cut and Bevel Pipe
- Proper use of Grinders for Welding Preparation
- Welding Techniques for Plate and Pipe
- Weld Rod Designations, AMP Settings and Polarity
- Creating Models and Estimating
- Qualities and Role of a Leader
- Using Computer Based Technologies to Manipulate, Create, Store, Retrieve Data
- Medical Gas Installer & Brazing
- Refinery Safety: Working in High Hazard Facilities



Training Proposal for:

**Associated Builders and Contractors of Southern California, Inc.
Merit Training Trust Fund**

Contract Number: ET23-0900

Panel Meeting of: September 30, 2022

ETP Regional Office: North Hollywood

Analyst: D. Tran

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate Apprenticeship	Industry Sector(s):	MEC (H) Construction (C) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Los Angeles, Orange, Riverside, San Bernadino, Ventura	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Turnover Rate:	≤20%		

FUNDING DETAIL

Program Costs	+	Support Costs	=	Total ETP Funding
\$466,560		\$32,200 8%		\$498,760

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

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Apprentice	Commercial Skills; OSHA 30	170	8-200	0	\$1,984	\$29.41
				Weighted Avg: 116			
2	Retrainee Apprentice	Commercial Skills; OSHA 30	20	8-200	0	\$2,053	\$29.41
				Weighted Avg: 120			
3	Retrainee Apprentice	Commercial Skills; OSHA 30	40	8-200	0	\$1,984	\$29.41
				Weighted Avg: 116			
4	Retrainee Apprentice	Commercial Skills; OSHA 30	20	8-200	0	\$2,053	\$33.55
				Weighted Avg: 120			

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

Minimum Wage by County:
 Job Number(s) 1-4 (SET/Priority Industry wage modification): \$29.41/hour Statewide.
Health Benefits: Yes No This is employer share of cost for healthcare premiums – medical, dental, vision.
Used to meet the Post-Retention Wage?: Yes No Maybe
 Health benefits of up to \$2.38 per hour for Job Number 1; up to \$0.86 per hour for Job Number 2; and up to \$1.41 per hour for Job Number 3 may be used to meet the Post-Retention Wage.

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1		
Electrician Apprentice		170
Job Number 2		
Electronic Systems Technician Apprentice		20
Job Number 3		
Plumber Apprentice		40
Job Number 4		
Sheet Metal Apprentice		20

INTRODUCTION

Founded in 1974, and headquartered in Anaheim, Associated Builders and Contractors of Southern California, Inc. Merit Training Trust Fund (ABC SoCal) is a trades association that provides programs for individuals interested in entering or upgrading their skills in the areas of plumbing, electrical and low voltage electrical systems (voice, data, video) technicians, HVAC and sheet metal trades. ABC SoCal’s members include general and subcontractor construction companies and firms that employ skilled workers in the construction industry. HVAC trainees will not participate in this training project.

The trust fund is administered by a board of three to five elected trustees. The apprenticeship program offered by ABC SoCal helps trainees acquire the skills and abilities to become Electricians, Plumbers, Sheet Metal Workers, and Low Voltage System Electricians. Participating employers have signed an adoption agreement with the Trust fund and are required to pay contributions in the amount established in the adoption agreement. Employer and employee representatives make up the Unilateral Apprenticeship Committee who carry the duty of developing and administering the craft training plans. This will be ABC SoCal's third ETP contract, and second within the last five years.

Veterans Program

ABC SoCal works with local organizations such as North Orange County Vet Center, Veterans Services offices, Community Colleges and the Employment Development department to recruit veterans into the program.

Apprenticeship Program

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

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

To ensure ETP does not displace Montoya Funds, Apprentice reimbursement is reduced by \$7, reducing the priority industry rate from \$23 to \$16 per class/lab hour.

PROJECT DETAILS

The curriculum and program is based on current construction codes, rules, and laws of the trade. There is a growing need for apprentices due to current market and projected job growth, upcoming retirements and continuously evolving changes to the building codes. Training is required to ensure that Apprentices are more productive and safer on the job. ETP funding will assist ABC SoCal in meeting the demands of the participating contractors who require highly skilled and well-trained apprentices on their various job sites. Courses included in the curriculum will teach apprentices the latest methods and techniques used in the construction industry and ensure that trainees have mastered their craft so that participating employers and contractors can continue to develop and establish a well trained workforce.

Apprentices typically work on public projects, which include schools, police and fire buildings, and some military bases. There are a variety of work projects between the training programs; however, apprentices typically work on commercial buildings which require a strict adherence to building codes and high quality workmanship to ensure that building codes along with safety codes are met and are in compliance.

Training Plan

Commercial Skills: Training will be offered to all apprentices. Trainees will learn new skills in their respective trades and will demonstrate a high level of proficiency ensuring that they are ready to be deployed into the field on various job sites. Trainees will have to show a level of mastery in their particular trade in order to advance on to the next series of training in their apprenticeship program.

Certified Safety Training

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

Commitment to Training

Employers will continue to make required contributions to the training trust for every hour worked by Apprentices. ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

The Senior Director of Education and the Finance Manager will be administering the project with the assistance of designated staff. These individuals are experienced with the ETP program and tracking requirements from previous contracts. ABC SoCal has also created a robust training schedule and is ready to begin training immediately.

Learning Management System

ABC SoCal will be using its own LMS system, Flashpoint. ETP staff has reviewed and approved the Learning Management System.

Marketing and Support Costs

ABC SoCal is requesting 8% support costs to assist with recruitment, employer outreach, and assessments of employer specific training and job requirements. ABC SoCal will continue to partner and market to high schools, colleges, EDD offices, and various organizations to promote the program. Participating employers and contractors have been notified and are committed to participating in the program. Staff recommends the 8% support costs.

Tuition Reimbursement

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

PRIOR PROJECTS

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

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
ET20-0943	Los Angeles, Riverside, San Bernardino, Ventura, Orange	12/23/19 – 12/22/21	\$745,330	\$745,330 100%

DEVELOPMENT SERVICES

N/A

ADMINISTRATIVE SERVICES

N/A

TRAINING VENDORS

N/A

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

Trainees may receive any of the following:

Commercial Skills**Curriculum - Electrical****ELECTRICAL LEVEL ONE CONTENT**

- Basic Safety
- Introduction to Construction Math
- Introduction to Hand Tools
- Introduction to Power Tools
- Introduction to Construction Drawings
- Basic Rigging
- Basic Communication Skills
- Basic Employability Skills
- Introduction to Materials Handling
- Orientation to the Electrical Trade
- Electrical Safety
- Introduction to Electrical Circuits
- Electrical Theory One
- Introduction to the National Electrical Code
- Device Boxes
- Hand Bending
- Raceways and Fittings
- Conductors and Cables
- Basic Electrical Construction Drawings
- Residential Electrical Services
- Electrical Test Equipment

ELECTRICAL LEVEL TWO CONTENT

- Alternating Current
- Motors: Theory and Application
- Electrical Lighting
- Conduit Bending
- Pull and Junction Boxes
- Conductor Installations
- Cable Tray
- Conductor Terminations and Splices
- Grounding and Bonding
- Circuit Breakers and Fuses
- Control Systems and Fundamental Concepts
- Your Role in the Green Environment

ELECTRICAL LEVEL THREE CONTENT

- Load Calculations – Branch and Feeder Circuits

- Conductor Selection and Calculations
- Practical Applications of Lighting
- Hazardous Locations
- Overcurrent Protection
- Distribution Equipment
- Transformers
- Commercial Electrical Services
- Motor Calculations
- Voice, Data, Video
- Motor Controls

ELECTRICAL LEVEL FOUR CONTENT

- Load Calculation – Feeder and Services
- Health Care Facilities
- Standby and Emergency Systems
- Basic Electronic Theory
- Fire Alarm System
- Specialty Transformers
- Advanced Controls
- HVAC Controls
- Heat Tracing and Freeze Protection
- Motor Operation and Maintenance
- Medium Voltage Terminations/Splices
- Special Locations
- Introductory Skills for the Crew Leader

Curriculum - Plumbing

PLUMBING LEVEL ONE CONTENT

- Basic Safety
- Introduction to Construction Math
- Introduction to Hand Tools
- Introduction to Power Tools
- Introduction to Construction Drawings
- Basic Rigging
- Basic Communication Skills
- Basic Employability Skills
- Introduction to Materials Handling
- Introduction to the Plumbing Profession
- Plumbing Safety
- Plumbing Tools
- Introduction to Plumbing Math
- Introduction to Plumbing Drawings
- Plastic Pipe and Fittings
- Copper Pipe and Fittings
- Cast-Iron Pipe and Fittings
- Carbon Steel Pipe and Fittings
- Corrugated Stainless Steel Tubing
- Fixtures and Faucets

- Introduction to Drain, Waste, and Vent (DWV) Systems
- Introduction to Water Distribution Systems

PLUMBING LEVEL TWO CONTENT

- Plumbing Math Two
- Reading Commercial Drawings
- Hangers, Supports, Structural Penetrations, and Fire Stopping
- Installing and Testing DWV Piping
- Installing Roof, Floor, and Area Drains
- Types of Valves
- Installing and Testing Water Supply Piping
- Installing Fixtures, Valves, and Faucets
- Introduction to Electricity
- Installing Water Heaters
- Fuel Gas Systems
- Servicing of Fixtures, Valves, and Faucets
- Your Role in the Green Environment

PLUMBING LEVEL THREE CONTENT

- Applied Math
- Sizing Water Supply Piping
- Potable Water Supply Treatment
- Backflow Prevention
- Types of Venting
- Sizing DWV and Storm Systems
- Sewage Pumps and Sump Pumps
- Corrosive Resistant Waste
- Compressed Air

PLUMBING LEVEL FOUR CONTENT

- Business Principles for Plumbers
- Introductory Skills for the Crew Leader
- Water Pressure Booster and Recirculation Systems
- Indirect and Special Waste
- Hydronic and Solar Heating Systems
- Codes
- Servicing Piping Systems, Fixtures, and Appliances
- Private Water Supply Well Systems
- Private Waste Disposal Systems
- Swimming Pools and Hot Tubs
- Plumbing for Mobile Homes and Travel Trailers

Curriculum – Low Voltage

LOW VOLTAGE LEVEL ONE CONTENT

- Basic Safety
- Introduction to Construction Math

- Introduction to Hand Tools
- Introduction to Power Tools
- Introduction to Construction Drawings
- Basic Rigging
- Basic Communication Skills
- Basic Employability Skills
- Introduction to Materials Handling
- Introduction to the Trade
- Wood and Masonry Construction Methods
- Concrete and Steel Construction Methods
- Pathways and Spaces
- Craft Related Mathematics
- Hand Bending of Conduit
- Introduction to the National Electrical Code
- Low Voltage Cabling
- DC Circuits
- AC Circuits
- Test Equipment
- Introduction to Codes and Standards
- Cable Selection

LOW VOLTAGE LEVEL TWO CONTENT

- Switching Devices and Timers
- Semiconductors and Integrated Circuits
- Wire and Cable Terminations
- Power Quality and Grounding
- Buses and Networks
- Fiber Optics
- Wireless Communication
- Site Survey, Project Planning and Documentation
- Fundamentals of Crew Leadership
- Rack Assembly
- System Commissioning and User Training
- Maintenance and Repair

LOW VOLTAGE LEVEL THREE CONTENT

- Audio Systems
- Video Systems
- Broadband Systems
- Media Management Systems
- Telecommunications Systems
- Residential and Commercial Building Networks
- Intrusion Detection Systems
- Fire Alarm Systems
- Overview of Nurse Call and Signaling Systems
- CCTV Systems
- Access Control Systems

Curriculum – Sheet Metal

SHEET METAL LEVEL ONE CONTENT

- Basic Safety
- Introduction to Construction Math
- Introduction to Hand Tools
- Introduction to Power Tools
- Introduction to Construction Drawings
- Basic Rigging
- Basic Communication Skills
- Basic Employability Skills
- Introduction to Materials Handling
- SM Tools of the Trade
- Introduction to HVAC
- SM Trade Math One
- SM Installation of Duct Work
- SM Installation of Air Distribution Accessories
- SM Soldering
- SM Insulation
- HVAC Introduction to Distribution Systems
- HVAC Basic Electricity
- HVAC Alternating Current

SHEET METAL LEVEL TWO CONTENT

- SM Trade Math Two
- Introduction to Sheet Metal Layout and Processes
- SM Fabrication One – Parallel Line Development
- SM Fabrication Two – Radial Line Development
- SM Fabrication Three - Triangulation
- SM Bend Allowances
- HVAC Introduction to Cooling
- HVAC Introduction to Heating
- HVAC Metering Devices
- HVAC Compressors
- HVAC Heat Pumps
- HVAC Leak Detection, Evacuation, Recovery and Charging

SHEET METAL LEVEL THREE CONTENT

- Sheet Metal Plans and Specifications
- Sheet Metal Duct Fabrication
- Advanced Architectural Sheet Metal
- SM Principles of Airflow
- SM Trade Math Three – Field Measuring and Fitting
- HVAC Construction Drawings and Specifications
- HVAC Indoor Air Quality
- HVAC Heating and Cooling System Design

SHEET METAL LEVEL FOUR CONTENT

- HVAC System Startup and Shutdown
- HVAC Commercial and Industrial Refrigeration Systems
- HVAC Commercial Hydronic Systems
- SM Louvers, Dampers and Access Doors
- SM Fume and Exhaust System Design
- HVAC Troubleshooting Gas Heating
- HVAC Troubleshooting Cooling
- HVAC Troubleshooting Heat Pumps
- HVAC System Balancing
- SM Introductory Supervisory Skills
- Your Role in the Green Environment

Safety Skills - OSHA 30 (Certified-OSHA Instructor)

- OSHA 30



Training Proposal for:
Finishing Trades Institute of District Council 36 Joint
Apprenticeship Training Trust Fund

Contract Number: ET23-0952

Panel Meeting of: October 28, 2022

ETP Regional Office: North Hollywood

Analyst: M. Paccereilli

PROJECT PROFILE

Contract Attributes:	Retrainee Apprenticeship Priority Rate	Industry Sector(s):	MEC (H) Construction (C) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Los Angeles, Santa Barbara, Orange, San Diego, Kern, San Bernardino, Imperial, Mono, Riverside, Ventura, Inyo, San Luis Obispo, Santa Barbara	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No International Union of Painters and Allied Trades, District Council 36		
Turnover Rate:	≤20%		

FUNDING DETAIL

Program Costs	+	Support Costs	=	Total ETP Funding
\$462,400		\$32,079 8%		\$494,479

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

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Priority Rate Apprentice	Commercial Skills	289	8-200	0	\$1,711	\$18.88
				Weighted Avg: 100			

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

Minimum Wage by County: Job Number 1: \$18.88 per hour (Collective Bargaining Agreement Wage)

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

Used to meet the Post-Retention Wage?: Yes No Maybe
Although employer provides health benefits, they are not being used to meet Post-Retention Wage.

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Apprentice - Painter		36
		112
		141

INTRODUCTION

The Finishing Trades Institute of District Council 36 Joint Apprenticeship Training Trust Fund (FTI) (www.dc36.org) is a non-profit institution established to provide training for workers represented by local unions that make up the Painters and Allied Trades District Council 36 which represents 11,000 members. The FTI and predecessor organizations trace their history to 1908.

Prior to 2013, FTI was known as the Southern California Painting and Drywall Industries Apprenticeship Training Trust Fund. Bargaining for the signatory employers is conducted by two trade associations: Los Angeles Painting & Finishing Contractors Association, and the Western Wall & Ceiling Contractors Association. The signatory employers are painting contractors. Training will be provided at five training centers operated by FTI in Los Angeles, San Diego, San Luis Obispo and Kern Counties.

The FTI actively recruits underrepresented groups including women into the apprenticeship program through virtual recruitment meetings and various community based organizations. It works with various Pre- Apprenticeship programs through the Los Angeles and Orange County Building Trades Council, Women in Non-Traditional Employment Roles (WINTER), and the Flintridge Center.

Veterans Program

Although there will be no separate job number for Veterans in this proposal, the FTI actively recruits veterans into the program and work with various outreach, and pre-apprenticeship programs in the community. It also partners with Helmets to Hardhats, a national joint labor-management program that recognizes the link between skills acquired in military service and the building trades. Around 15 veterans are currently enrolled as apprentices. For administrative simplicity, a veteran job number is not being requested for this proposal.

Apprenticeship Program

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

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

To ensure ETP does not displace Montoya Funds, Apprentice reimbursement is reduced by \$7, reducing the priority industry rate from \$23 to \$16 per class/lab hour.

PROJECT DETAILS

This will be FTI's 11th ETP Contract, the seventh within the last five years. ETP funding will help the FTI provides the highest quality training for Apprentices. Contractors in the industry need Apprentices with the skills to work in specialized commercial and industrial jobs. Some work requires industry certifications and all work must be performed at high levels of efficiency. Projects that the trainees will be working on include the Clipper's Stadium, LAX People Mover, Moxy Hotel, Great Park Irvine, and several homeless shelters.

Employer needs are communicated to the FTI through employer members of the fund, reporting to the joint committee that operates the program such as workers training in specialty areas and general shortages of workers to successfully bid for more jobs. Other trainees are regular Apprentices starting out in the trade. Training for Apprentices will allow them to advance in pay levels in accordance with the collective bargaining agreement for the industry.

Training Plan

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

Commercial Skills: Training will be offered to Apprentices in industrial and commercial painting skills utilizing VirtualPaint, an innovative virtual reality training system that provides immediate and detailed feedback to trainees on the efficiency of their spraying technique using a variety of materials under a variety of environmental circumstances. The trainee holds an actual paint spray setup, but instead of paint, the spray gun shoots a laser beam on a large screen. Sensors document the trainee's efficiency. The system, built by the University of Northern Iowa in cooperation with the Department of Defense, trains in the basics of spray operation, set-up,

planning, and other fundamentals of the trade. Trainees receive instantaneous feedback on their spray pattern and overall application, ounces of paint sprayed, transfer efficiency, overspray and elapsed time.

Electronic Recordkeeping

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

Commitment to Training

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

➤ Training Infrastructure

The FTI's Director of Training will oversee the implementation of the proposed training with two in-house staff members dedicated to internal ETP administration, needs assessment, recruitment, and scheduling of training. Two outside administrative vendors have also been retained to assist in the project administration and to ensure that all training records are in compliance with ETP requirements. Training will be delivered by in-house trainers who are qualified journey-level workers with extensive practical and training experience in the trade.

Marketing and Support Costs

The FTI's marketing efforts are conducted through the association web sites, mailings, and presentations. Employers participate as members of the joint committee that operates the FTI and training is designed around their needs and the general needs of the industry. Training information is disseminated throughout the year to all Apprentices within the local jurisdictions as well as to the contractors who employ them.

The FTI requests and staff recommends 8% support costs to assist with marketing, recruitment, and assessment of additional employers which will continue throughout the contract term.

Tuition Reimbursement

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

ACTIVE PROJECTS

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

Contract No.	Approved Amount	Term	No. Trainees (Estimated)	No. Completed Training	No. Retained	Potential Earnings (Based on Tracked Hours) (\$ %)
ET22-0904	\$598,680	08/23/21 - 08/22/23	260	0	0	\$0 (0%)*

*With the recent approval of ET21-0924's Final Closeout Invoice, Contractor is in the process of uploading trainee enrollments and hours.

PRIOR PROJECTS

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

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
ET21-0924	Multiple Locations	10/26/20 - 10/25/22	\$428,130	\$428,130 (100%)
ET20-0901	Multiple Locations	07/01/19 - 06/30/21	\$749,145	\$749,145 (100%)
ET18-0916	Multiple Locations	11/01/17 - 10/31/19	\$949,595	\$949,595 (100%)
ET17-0905	Multiple Locations	09/01/16 - 08/31/18	\$765,376	\$742,761 (97%)

DEVELOPMENT SERVICES

The FTI retained Betat Advisories in Auburn to assist with the development of this proposal for a flat fee of \$10,000.

ADMINISTRATIVE SERVICES

The FTI retained Betat Advisories and Los Angeles Unified School District in Los Angeles to perform administrative services in connection with this proposal for a combined fee not to exceed 13% of payment earned.

TRAINING VENDORS

N/A

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Commercial Skills

Applicator Training

- Corrosion
- Surface Preparation
- Abrasive Materials
- Coating Materials
- Application Methods of Protective Coatings
- Process Control
- Safety

Lead Paint Removal

- Lead and Other Toxic Metals
- Regulatory Overview
- Worker Protection from Lead and Other Toxic Metals
- Compliance with Air, Soil, Water/Sediment, and Dust Regulations
- Management of Solid and Hazardous Waste
- Sources of Lead Exposure
- Control of Environmental Releases
- Specifications and Site-Specific Compliance Plans
- Work Site Preparation
- Insurance and Bonding Issues
- Other Safety and Health Hazards

Abrasive Blasting

- Principles of Surface Preparation
- Primary Components of an Abrasive Blasting System
- Abrasives
- Nozzle Equipment Operations Hands-On Session
- Portable Centrifugal (Wheel) Blast Equipment Operations Hands-On Session

Spray

- Airless Spray Equipment Operational Systems
- Set-up and Planning
- Equipment Settings, Including Pressure, Fan Size, Partial Triggering
- Proper Mixing Techniques
- Proper Spray Techniques
- Troubleshooting
- Simulation Experience
- Making Adjustments
- Recognizing and Eliminating Waste of Material
- Efficiency Ratings
- Environmental Safety
- Process Control



**Training Proposal for:
Los Angeles & Orange Counties Air Conditioning &
Refrigeration Apprentice Training Committee**

Contract Number: ET23-0961

Panel Meeting of: October 28, 2022

ETP Regional Office: North Hollywood

Analyst: D. Tran

PROJECT PROFILE

Contract Attributes:	Apprenticeship Priority Rate Retrainee	Industry Sector(s):	MEC (H) Construction (C) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Imperial, Kern, Los Angeles, Orange, San Bernardino, Riverside, San Diego, Ventura, Santa Barbara, San Luis Obispo	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Steam-Refrigeration-Air Conditioning-Pipefitters and Apprentices of the United Association of the United States and Canada, Local Union 250		
Turnover Rate:	≤20%		

FUNDING DETAIL

Program Costs	+	Support Costs	=	Total ETP Funding
\$462,612		\$32,049 8%		\$494,661

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

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Priority Apprentice	Comm'l. Skills, OSHA 10/30	231	8-210	0	\$1,711	\$30.12
				Weighted Avg: 100			
2	Retrainee Priority Rate Journeyworker	Comm'l. Skills, OSHA 10/30	54	8-200	0	\$1,426	\$50.20
				Weighted Avg: 58			
3	Retrainee Priority Rate MES Tradesmen	Comm'l. Skills, OSHA 10/30	24	8-200	0	\$934	\$29.41
				Weighted Avg: 38			

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

Minimum Wage by County: Job Numbers 1-3 (SET/Priority Industry wage modification): \$29.41 per hour.

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

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

Up to \$4.31 per hour may be used to meet the Post-Retention Wage in Job Number 3. This amount has been verified in the collective bargaining agreement wage tables.

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1		
Apprentice – HVAC Service Technician		231
Job Number 2		
Journeyworker – HVAC Service Technician		54
Job Number 3		
Mechanical Equipment Servicemen (MES Tradesmen)		24

*The Mechanical Equipment Tradesmen (MES) classification was created for service personnel with experience, but little or no formal training. It is an intermediate classification created through collective bargaining with salaries and skills lower than a journey level worker. Trainees in the MES classification do not complete an apprenticeship program and do not receive apprentice training. The tradesmen classification is for entry-level helpers, drivers, parts persons, and yard workers. Tradesmen may become apprentices and advance to journey level.

INTRODUCTION

Los Angeles & Orange Counties Air Conditioning & Refrigeration Apprentice Training Committee (LA A/C ATC) (<https://hvacr.jjatc.com/>) was founded in 1949 by a consortium of labor and management organizations to provide training for air conditioning and refrigeration technicians in Southern California. The ATC administers a training trust fund created through collective bargaining and is funded by signatory employers. This will be LA A/C ATCs tenth ETP Contract, and fifth in the last five years.

Veterans Program

Although there isn't a separate job number, trainees will include Veterans who receive direct entry into the program and start at the year two pay rate. The program also provides assistance in finding work with employers throughout the area at no cost to the veteran. The ATC is committed to supporting job related training that helps veterans transition into the California Workforce for life long high wage careers.

Apprenticeship Program

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

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

To ensure ETP does not displace Montoya Funds, Apprentice reimbursement is reduced by \$7, reducing the priority industry rate from \$23 to \$16 per class/lab hour.

PROJECT DETAILS

In this proposal, training will continue and expand for Apprentices, Journeyworkers, and workers in the special "helper" classification of MES Tradesman. Training includes inspection, servicing, maintenance, start up, testing, balancing, adjusting, repairs modification and replacement of mechanical and refrigeration equipment. Trainees work for various contractors who service a wide variety of industrial and commercial businesses throughout Southern California. Evolving demands for energy efficiency is changing the industry, especially in California. The California Building Energy Efficiency Standards, also known as Title 24, requires higher levels of efficiency from air conditioning and refrigeration systems, including new types of equipment and controls and setting up of zones within buildings so only the occupied portions of a building are cooled. Title 24 also sets standards for commercial refrigeration including supermarkets. These standards are part of the implementation of AB32, the global warming solutions act of 2006, which mandates that California substantially reduce its greenhouse gas emissions.

In depth training on the principles of air conditioning and refrigeration will be provided and continued skills building, including intermediate and advanced thermodynamics, energy efficiency ratings, and coefficient of performance calculations. Additionally, specialized training will be

provided for workers who install and service supermarket refrigeration systems. Training will include how to select components and lay out systems for maximum efficiency. Training will also include how to communicate effectively with customers and describe energy systems, efficiency requirements, and savings from more efficient systems. Finally, training will help new workers learn to install, troubleshoot, and repair air conditioning and refrigeration components and systems.

Apprentices are provided the opportunity to work on large scale projects from large notable employers such as ACCO Engineered Systems, Johnson Controls, and Western Allied. Some notable projects that have been worked on and currently working on are SoFi Stadium in Inglewood, CA Air Resources Board in Riverside, Stanford University in Palo Alto, The City of Mountain View City buildings, along with other large commercial projects located throughout the State.

Training Plan

Training will be provided via classroom/laboratory and E-Learning in the following:

Commercial Skills: Training will be offered to all occupations on topics such as installation, troubleshooting, and repairing air conditioning and refrigeration components and systems. Training will include instruction in the use of electrical controls, digital controls, and new equipment. In-Depth training on the principles of air conditioning and refrigeration, including thermodynamics, energy efficiency standards and ratings, and coefficient of performance calculations will be provided. Workers who install and service supermarket and other commercial systems will receive additional specialized training.

Certified Safety Training

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

Electronic Recordkeeping

Staff has reviewed and approved the Company’s request to use an electronic recordkeeping method through the use of its own learning management system, McNeil Enterprises.

Commitment to Training

Employers will continue to make contributions to the Trust for every hour worked by apprentices and journeyworkers. These contributions, which are established through collective bargaining, will continue during and after ETP funding. The employer contributions described above support a portion of the cost of apprentice and journey level workers training.

Training project will continue building on the training skills from the previous contract. It enables trainees under previous contracts to extend and expand their skills and enables others to be trained for the first time. The ATC understands that a trainee must complete all training and retention before starting training in a subsequent contract or different job number per ETP’s concurrent enrollment regulations.

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

Training Infrastructure

The Director of Training will oversee training and internal project administration. In addition, two internal staff, the office manager, and training coordinator will handle class scheduling and completion and tracking of training rosters. The ATC has also retained the services of a third party administrator who will assist in the administration of this project. Training will be delivered by in-house experts.

Marketing and Support Costs

Participating employers are notified of training through the Air Conditioning, Refrigeration, and Mechanical Contractors Association of Southern California via websites, mailings, and presentations. Workers are notified of training through their local union and directly by the training center through website postings and mailings.

The ATC is requesting 8% support costs to assist in apprentice recruitment, employer outreach, and assessment of employer specific job requirements. Although many of the participating employers have already been recruited, additional recruitment will take place to complete the project and replace any employers who training needs change since the project planning process began. Assessments of employer specific job requirements will all take place during the term of the contract.

Tuition Reimbursement

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

ACTIVE PROJECTS

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

Contract No.	Approved Amount	Term	No. Trainees (Estimated)	No. Completed Training	No. Retained	Potential Earnings (Based on Tracked Hours) (\$ %)
ET22-0918	\$598,770	10/04/21 – 10/03/23	297	0	0	\$598,770 (100%)

Based on hours tracked in the CEF system, the contractor has tracked 58,575 hours which equates to over 100% of potential earnings. Based on current demand from participating employers, the contractor projects earnings to be at 100%.

PRIOR PROJECTS

The following table summarizes Contractor's performance by LA A/C ATC under ETP Contracts that were completed within the last five years:

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
ET20-0921	Los Angeles	09/01/19 – 08/31/21	\$748,386	\$748,386 (100%)
ET19-0921	Los Angeles	09/01/18 – 08/31/20	\$948,124	\$948,124 (100%)
ET17-0908	Los Angeles	09/24/16 – 09/23/18	\$601,060	\$555,812 (93%)

DEVELOPMENT SERVICES

Betat Advisories in Auburn assisted with development for a flat fee of \$10,000.

ADMINISTRATIVE SERVICES

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

TRAINING VENDORS

N/A

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Commercial Skills

Apprentice Curriculum

- Air Conditioning HVAC Troubleshooting V
- Air Conditioning: Market Systems for HVAC Mechanics
- Compressors III
- Customer Relations II Lecture
- Direct Digital Controls III
- Electrical Controls II
- Electrical Controls III
- Heat Loads & Air Distribution IV
- HVAC Start Test Balance V
- HVAC Systems IV
- Hydronic Troubleshooting V
- Installation II
- Market Applications IV
- Pneumatics IV
- Safety
- Thermodynamics III
- Variable Frequency Drives V
- Water Chillers V
- Green Chill
- HVAC Core
- Market Core
- Market EMS E-2/Control
- Mechanical Code
- National Environmental Balancing Bureau (NEBB)
- Pneumatics
- Project Management
- Refrigerant Piping
- Screw Chillers
- Solar
- Thermal Energy Storage
- Title 24
- Vane Axial Fans
- Variable Air Volumes (VAV) Systems

Journeyworker Curriculum

- Absorption Chillers
- Belimo Motors
- Boilers
- Centrifugal
- Combustion Analysis

- Compressors
- Customer Relations
- Direct Digital Controls
- Electronically Commutated Motors (ECM)
- Electrical Code
- Electrical Controls
- Electrical for Start-up
- Electrical Protocol
- Electronic Variable Speed Drives
- Energy Audit
- Energy Retrofit
- Evap. Cond/Cooling Towers
- Green Professional Building

MES Tradesman Curriculum

- Electrical
- Mechanical
- Brazing & Soldering
- Package Systems
- Advanced Troubleshooting Techniques
- Refrigerant Controls
- Electrical Controls

Safety Skills - OSHA 10 (Certified-OSHA Instructor)

- OSHA 10

Safety Skills - OSHA 30 (Certified-OSHA Instructor)

- OSHA 30



Training Proposal for:

Operating Engineers and Northern California Surveyors Pre-Apprentice, Apprentice, and Journeyman Affirmative Action Training Fund

Contract Number: ET23-0953

Panel Meeting of: October 28, 2022

ETP Regional Office: North Hollywood

Analyst: M. Reeves

PROJECT PROFILE

Contract Attributes:	Retrainee Apprenticeship Priority Rate	Industry Sector(s):	MEC (H) Construction (C) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Northern California	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No International Union of Operating Engineers Local No. 3		
Turnover Rate:	≤20%		

FUNDING DETAIL

Program Costs	+	Support Costs	=	Total ETP Funding
\$412,900		\$28,607 8%		\$441,507

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

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Journeyworker	Commercial Skills	41	8-200	0	\$1,476	\$46.13
				Weighted Avg: 60			
2	Retrainee Apprentice	Commercial Skills	139	8-200	0	\$2,224	\$34.60
				Weighted Avg: 130			
3	Retrainee Pre-Apprentice	Commercial Skills	35	8-200	0	\$2,053	\$29.41
				Weighted Avg: 120			

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

Minimum Wage by County: Job Numbers 1-3 (SET/Priority Industry wage modification): \$29.41 per hour.

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

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

Up to \$1.73 per hour may be used to meet the Post-Retention Wage for Job Number 3.

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1		
Journeyworker - Construction Inspector		41
Job Number 2		
Apprentice - Construction Inspector		139
Job Number 3		
Pre-Apprentice - Construction Inspector		35

INTRODUCTION

Founded in 2005, Operating Engineers and Northern California Surveyors Pre-Apprentice, Apprentice, and Journeyman Affirmative Action Training Fund (www.teapprenticeship.org) (Operating Engineers) is a joint labor-management committee comprised of representatives from the inspection and testing industry through its trade association and labor organization. Trainees in this project will be Construction Inspectors. This will be the Operating Engineers fifth ETP Contract, and the fourth in the last five years.

Operating Engineers provides training for employees of third party inspection and testing contractors (employers) in 46 Northern California counties. Construction Inspectors ensure the structural integrity of commercial and industrial buildings, roads, and bridges by performing four main tasks: (1) Monitoring materials and workmanship on the job site; (2) Assuring that relevant codes and approved plans are followed; (3) Performing tests and job related duties necessary for quality inspections; and (4) Communicating and working closely with contractors, engineers, and city and county building departments.

Veterans Program

Operating Engineers serves and actively recruits Veterans into the program. Operating Engineers participates in various Veteran outreach job fair programs and hiring activities throughout Northern California, including working with Helmets to Hardhats and receiving referrals from EDD One-Stop job centers.

As an incentive to join the program, Veterans who apply receive a bonus in the point ranking system which allows for expedited admission to Apprentice training positions. To ease Contract administration, a separate Veteran job number is not being requested at this time.

Apprenticeship Program

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

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

To ensure ETP does not displace Montoya Funds, Apprentice reimbursement is reduced by \$7, reducing the priority industry rate from \$23 to \$16 per class/lab hour.

PROJECT DETAILS

This project will train Construction Inspectors in the “special inspection” functions of construction inspecting. Special inspection requires the monitoring of construction materials and workmanship critical to the integrity of building structures. This includes reviewing the work of contractors to ensure the approved plans and specifications are followed and relevant building codes and municipal ordinances are observed. The special inspection process occurs in addition to inspections conducted by the municipal building inspector and by the design professional responsible for a particular job. Special inspectors perform continuous or periodic inspection and testing, depending on specific job types and circumstances of each job.

These ‘special inspection’ functions require skilled, experienced, and credentialed inspectors. Well-trained inspectors are key to structural integrity and safety of construction projects. To obtain contracts and maintain employment levels, employers must have highly skilled and certificated workers like those targeted in the proposal. As construction work continues to expand in Northern California, there is a need for more inspectors who possess the specialized certifications to

perform inspection work. Certifications, which were once voluntary, are now often mandatory for inspectors to work on job sites. There is also a growing need for inspectors with highly specialized skills in emerging technologies in concrete. Examples include new research and development of concrete materials, applicable field applications, quality assurance, and construction techniques in the following materials: roller compacted concrete, shotcrete, self-consolidating and high strength concrete.

Training Plan

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

Commercial Skills: This training will be provided to Pre-Apprentices, Apprentices, and Journeyworkers. Training topics include Concrete Field testing, Introduction to Plan Reading, Fundamentals of Concrete, Emerging Technologies in Concrete, Non-destructive Testing, Quality Assurance, Soils and Earthwork, and Structural Welding.

Alternate Recordkeeping

Staff has reviewed and approved Operating Engineers request to use an alternate recordkeeping method.

Marketing and Support Costs

Operating Engineers notifies employers of training through association web sites, mailings, and presentations. Employers participate as members of the Trust and training is designed around their needs and the general needs of the industry.

Although many participating employers have already been recruited, additional recruitment will take place to complete the project and replace any employers whose training needs change. Assessment of employer-specific job requirements will take place during the term of the Contract. Therefore, Operating Engineers is requesting and staff supports 8% support costs.

Commitment to Training

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

➤ Training Infrastructure

Operating Engineers' Training Administrator will oversee project administration. Two staff members will assist to schedule classes and provide training coordination. Additional staff duties will include marketing, recruitment, and needs assessments. Training will be delivered at the Training Center by qualified journey level workers with industry knowledge and formal training experience. Betat Advisories has also been retained to provide contract administration services.

Tuition Reimbursement

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

ACTIVE PROJECTS

The following table summarizes Operating Engineers performance under an active ETP Contract:

Contract No.	Approved Amount	Term	No. Trainees (Estimated)	No. Completed Training	No. Retained	Potential Earnings (Based on Tracked Hours) (\$ %)
ET21-0947	\$212,110	03/01/21 – 02/28/23	134	110	0	\$212,110 (100%)

*Currently, Operating Engineers has tracked training hours equal to 136% of training performance and is on track to earn the full approved amount.

PRIOR PROJECTS

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

Contract No.	Location (City)	Term	Approved Amount	Payment Earned (\$ %)
ET20-0907	Alameda	08/01/19 – 10/29/21	\$298,320	\$298,320 (100%)
ET17-0907	Alameda	10/01/16 – 09/30/18	\$281,820	\$225,908 (80%)

DEVELOPMENT SERVICES

Betat Advisories in Auburn assisted with development for a flat fee of \$10,000.

ADMINISTRATIVE SERVICES

Betat Advisories will also perform administrative services for a fee not to exceed 10% of payment earned.

TRAINING VENDORS

N/A

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Commercial Skills

Journeyworker

- 3D Laser Scanning
- Advanced Global Positioning/Global Navigation Satellite Systems
- Advanced Survey Calculator
- In-Depth Plan Reading
- Latest Techniques in Leveling, including Digital
- Photogrammetry
- Robotics
- Boundary Retracement
- Total Station
- Administration of Building Obstruction Codes and Standards
- Building Construction
- Building Inspections
- Customer Service for an Inspector
- Emerging Technologies in Concrete
- Field Applications
- Fireproofing, Firestopping, and Draftstopping
- High Strength Concrete
- Identifying and Differentiating New Materials
- Inspection for the Design Professional
- Interpreting Specifications for New Materials
- Non-Destructive Testing
- Prestressed Concrete
- Quality Assurance
- Reinforced Concrete
- Research and Development in Concrete Materials
- Roller Compacted Concrete
- Self-Consolidating Concrete
- Shotcrete
- Soils and Earthwork
- Special Inspections
- Specialty Building Products
- Structural Design
- Structural Masonry
- Structural Steel
- Structural Welding
- Technical Content of Building Codes and Standards
- Working With Customers

Apprentice

- Algebra I
- Algebra II
- Angles
- Area by Coordinates
- Boundary Retracement/Field Result
- Boundary Retracement/Pre Steps
- Circle Solutions
- Conducting the Survey
- Construction Control Surveys
- Construction Staking
- Data Collection System
- Documenting a Survey
- Earthwork & Volume
- Functions Boundary Survey
- Geometry
- Global Positioning System (GPS) Topic 1
- GPS Topic 2
- GPS Topic 3
- GPS Topic 4
- Highway Construction Surveys
- Horizontal Curves
- Introduction to Computers
- Introduction to Traverse
- Introduction/History Boundary Surveying
- Latitude, Departure & Coordinates
- Legal Description/Easements
- Metric Systems/Conversions
- Municipal Street Construction
- Oblique Triangles
- Omitted Measurement
- Partitioning of Land
- Photogrammetric Surveys
- Plan, Profile & Section
- Preparing for a Survey
- Rectangular Coordinates System
- Reporting
- Safety Training Review
- Safety-Heat Stress
- Solving Equations Part 2
- Subdivision
- Topographic Surveying & Mapping
- Total Station
- Traverse Lines
- Traverse-Precision
- Traverse-Methods & Procedures
- Trigonometry

- Vertical Curves
- International Code Council Reinforced Concrete Certification
- International Code Council Structural Steel Bolt and Weld
- Non-Destructive Testing and Magnetic Particles
- Certified Welding Inspection Certification
- International Code Council Structural Masonry Certification
- Pre-stressed Concrete Certification
- International Code Council Commercial Building Inspector Certification
- American Concrete Institute Lab Technician Certification
- International Code Council Soils Section Inspector Certification
- Asphalt Laboratory and Field Fundamentals
- American Concrete Institute Base Aggregate Technician Certification

Pre-Apprentice

- Introduction to Apprenticeship
- Introduction to Field Surveying
- Introduction to Pacing, Chaining, and Instruments
- Introduction to Plans and Calculations
- Safety Procedures
- Survey Math and Calculator
- Concrete Field Testing
- Temperature of Freshly Mixed Concrete
- Sampling of Freshly Mixed Concrete
- Slump of Hydraulic Cement Concrete
- Unit Weight, Yield, and Air Content of Concrete
- Air Content of Freshly Mixed Concrete by Pressure Method
- Air Content of Freshly Mixed Concrete by Volumetric Method
- Making and Curing Concrete Test Specimens in the Field
- Radiation Safety and Use of Nuclear Gauges
- Principles of Radiation Safety and Health Physics
- Principles of Nuclear Physics Related to Moisture and Density Measurements
- Licensing and Compliance with Regulatory Requirements for Radiation Safety
- Transportation and Shipping of Portable Nuclear Gauges
- Use and Maintenance of Portable Nuclear Gauges
- Fundamentals of Concrete
- Strength and Durability of Concrete
- Volume Changes and Other Properties of Concrete
- Cracks and Blemishes in Concrete
- Portland Cement, Aggregates, Water and Admixtures in Concrete
- Batching and Mixing Concrete
- Hot and Cold Weather Concreting
- Lightweight and Heavyweight Concrete
- Introduction to Concrete Inspection
- Introduction to Plan Reading
- Design-Construction Sequence
- Plan Views, Elevations and Sections

- Drawing Simple Isometric Sketches
- Reading an Architect's Scale and Identifying Plan Scales
- Identifying Plane Lines Symbols and Reference Marks by Coordinating Drawings
- Orienting Plan Section Details and Elevations to Other Plans
- Identifying Common Structural Steel Shapes, Reinforcing Steel and Their Designations
- Interpreting Indexes and Keys on Commercial Construction Drawings
- Using a Grid System to Locate Columns and Piers
- Interpreting Foundation Plans, Structural Details and Sections to Identify Dimensions, Reinforcement and Location of Various Elements
- Data Analysis
- Report Writing
- Inspecting Spray Applied Fireproofing: Reading and Interpreting Plans, Verifying Materials, Minimum Required Coverage and Thickness of Fireproofing, Sampling, Testing, Job Protocols



Training Proposal for:
Southern California Floor Covering Apprenticeship & Training Trust Fund

Contract Number: ET23-0954

Panel Meeting of: October 28, 2022

ETP Regional Office: North Hollywood

Analyst: J. Romero

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate Apprenticeship	Industry Sector(s):	MEC (H) Construction (C) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Multi Counties	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Resilient Floor and Decorative Covering Local Union No. 1247		
Turnover Rate:	≤20%		

FUNDING DETAIL

Program Costs	+	Support Costs	=	Total ETP Funding
\$387,120		\$26,680 8%		\$413,800

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

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Journeyworker	Commercial Skills; OSHA 10/30	50	8-200	0	\$590	\$39.95
				Weighted Avg: 24			
2	Retrainee Apprentice	Commercial Skills; OSHA 10/30	210	8-210	0	\$1,830	\$21.97
				Weighted Avg: 107			

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

Minimum Wage by County: Job Number 1 - \$29.41 per hour;
Job Number 2 - \$21.97 per hour (Collective Bargaining Agreement Wage)
Health Benefits: Yes No This is employer share of cost for healthcare premiums – medical, dental, vision.
Used to meet the Post-Retention Wage?: Yes No Maybe

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1		
Journeyworker - Resilient Floor and Decorative Covering		50
Job Number 2		
Apprentice - Resilient Floor and Decorative Covering		100
		110

INTRODUCTION

Founded in 1953, Southern California Resilient Floor & Decorative Covering Crafts JATC (Southern California Flooring JATC) (www.dc36apprenticeships.org) was created in accordance with the collective bargaining agreement between Painters and Allied Trades District Council No. 36 of The International Union of Painters and Allied Trades AFL-CIO Resilient Floor and Decorative Covering Local Union No. 1247, and the Floor Covering Association of Southern California, Inc. It is a joint labor-management committee representing the floor covering industry throughout Southern California, administered by a Board of Trustees made up of four labor and four management members. Southern California Flooring JATC serves approximately 250 Apprentices and 400 Journeyworkers to provide job opportunities and up-to-date skills through training.

Southern California Flooring JATC's headquarters and training center are located in the City of Commerce. The training facilities that will participate in this project are located in Los Angeles & San Diego Counties. It serves both large and small companies and workers in Imperial, Inyo, Kern, Los Angeles, Mono, Orange, Riverside, San Bernardino, San Diego, San Luis Obispo, Santa Barbara, and Ventura Counties. All trainees are represented by Local Union No. 1247. Southern California Flooring JATC recruits underrepresented groups including women into the trades by partnering with Women in Non Traditional Roles to provide an orientation to women who may be interested in the Apprenticeship program. This will be Southern California Flooring JATC's eighth contract with ETP; the sixth in the last five years.

Veterans Program

Southern California Flooring JATC recruits Veterans in cooperation with Helmets to Hardhats, a national joint labor-management program that recognizes the link between skills acquired in military service and the building trades. Currently, there are four Veterans in the program and working to recruit more. For ease of administration, it is not requesting a separate Job Number for Veterans.

Apprenticeship Program

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

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

To ensure ETP does not displace Montoya Funds, Apprentice reimbursement is reduced by \$7, reducing the priority industry rate from \$23 to \$16 per class/lab hour.

PROJECT DETAILS

The Apprentices and Journeyworkers included in this proposal perform work with a wide variety of materials and systems. Floor and decorative covering workers' work includes measuring, cutting, fabricating, fitting and installing flooring material and floor coverings. Workers are trained in the use of multiple types of flooring, including carpets of all types and designs, sheet rubber, sheet linoleum, sheet vinyl, laminate floors and laminate floor systems, rubber tile, linoleum tile, asphalt tile, cork flooring, interlocking tile, vinyl tile, vinyl composition tile, and artificial turf. They learn to lay out, apply, and maintain floor covering materials.

Apprentices will learn all facets of the trade, including the use of proper tools, job site procedures, safety, blueprint reading, surface preparation, sheet goods, underlayment, and carpet types and applications. Journey level workers will learn to work to manufacturer specifications and learn advanced safety and workplace system requirements, trade math, and other installation techniques. Journey-level trainees will receive industry/manufacturer certifications for completing specialty training courses. Apprentices and Journeyworkers will work on various projects such as, Clipper Arena – Commercial Interior Resources, Kaiser-San Marcos/Kaiser Murrietta – Rouse Company, and Kaiser Wildomar – Empire Flooring.

Training Plan

All training sessions are delivered in person via class/lab in the following:

Commercial Skills: Training will be offered to all Apprentices and Journeyworkers and focuses on techniques for various floor coverings including Carpet Seaming, Blueprint reading, Conventional Carpet, Sheet Vinyl Seaming Techniques, Advanced Carpet Installation, Green Floor Covering Installation, and Synthetic Turf. In addition, Armstrong Certification Training will cover work with new water-based adhesives, which completely alters the installation process.

Certified Safety Training

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

Learning Management System

Staff has reviewed and approved Southern California Flooring JATC use of a Learning Management System for recordkeeping.

Training Hours Limitation

Retraining hours are capped at 200 per-trainee. However, for Apprentice trainees with OSHA 10 training this cap extends to 210 hours.

Commitment to Training

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

Training Infrastructure

Southern California Flooring JATC’s Training Director, Coordinator and three other employees, will oversee training. Administration will be performed in a partnership between Southern California Flooring JATC, the Los Angeles Unified School District and Betat Advisories, LLC. Class scheduling and completion of training rosters will be the role of the JATC. The two administration vendors will assist in employer liaison, documentation of work hours, uploading training and enrollment data to ETP Cal-E-Force, ETP reporting, and related activities.

Marketing and Support Costs

Employers are notified of Southern California Flooring JATC training through association websites, mailings, and presentations conducted throughout Southern California. Southern California Flooring JATC also promotes training at labor-management meetings and industry assemblies. Application announcements for union Apprentice programs are sent to government agencies, local high schools, community colleges, and community-based classes.

Southern California Flooring JATC is requesting 8% support costs to market Journeyworker training to employers, recruit and place Apprentices, and conduct ongoing assessments of employer-specific job requirements. While many participating employers are on board, outreach activities will also be ongoing. Staff recommends the 8% support costs.

Trainer Qualifications

All training will be provided by experienced Journeyworkers in the industry. No outside vendors will be used.

Tuition Reimbursement

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

ACTIVE PROJECTS

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

Contract No.	Approved Amount	Term	No. Trainees (Estimated)	No. Completed Training	No. Retained	Potential Earnings (Based on Tracked Hours) (\$ %)
ET22-0903	\$490,200	08/23/21 – 08/22/23	182	0	0	\$163,017 (33%)

Based on ETP Systems, 8,464 reimbursable hours have been tracked for potential earnings of \$163,017 (33% of approved amount). The Contractor projects final earnings of 100% based on training hours that have been delivered and scheduled. The Southern California Flooring JATC's normal administration processes have been delayed by the migration of contracts to Cal-E-Force. In addition, although training has been delivered, the contract representative reports that enrollment and subsequent tracking of hours for this project will not occur until after the placement (retention) of trainees participating in the prior Agreement (ET21-0932) has processed.

PRIOR PROJECTS

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

Contract No.	Location (City)	Term	Approved Amount	Payment Earned (\$ %)
ET21-0932	Statewide	12/14/20-12/13/22	\$278,800	\$278,800 (100%)
ET20-0920	Statewide	09/01/19 – 08/31/21	\$391,100	\$391,100 (100%)
ET19-0919	Statewide	08/27/18 - 08/28/20	\$350,830	\$350,830 (100%)
ET17-0909	Statewide	09/26/16 – 09/25/18	\$229,840	\$229,840 (100%)

DEVELOPMENT SERVICES

Betat Advisories, LLC in Auburn assisted with development of this proposal for a flat fee of \$10,000.

ADMINISTRATIVE SERVICES

Betat Advisories, LLC and Los Angeles Unified School District, in Los Angeles, will perform administrative services in connection with this proposal for a fee not to exceed 13% of payment earned.

TRAINING VENDORS

N/A

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

Trainees may receive any of the following:

COMMERCIAL SKILLS**Apprentice Curriculum**

Course 1

- Introduction to employment as a floor coverer
- Tools and processes
- Workplace procedures
- Load and unload
- Surface Preparation
- Wall base

Course 2

- Free hand flat lay
- Scribe fit flat lay
- Carpet seaming
- Tools and processes
- Workplace procedures
- Blueprint reading

Course 3

- Safety review
- Underlayment
- Resilient sheet goods
- Glue down carpet
- Peel and stick carpet
- Tools and processes
- Workplace procedures
- Conventional carpet
- Yardage
- Vinyl back carpet

Course 4

- Safety Review
- Cove Sheet Goods
- Glue down borders
- Sheet vinyl seaming techniques
- Tools and processes
- Workplace procedures

Course 5

- Safety review
- Hand sewing
- Carpet stair installation
- Conventional borders
- Carpet banding
- Skirts, treads and risers
- Tools and processes
- Workplace procedures

Course 6

- Safety review
- Hand sewing
- Vinyl composite tile
- Cove sheet vinyl
- Conventional carpet
- Glue down carpet
- Tools and processes
- Workplace procedures

Course 7

- Safety review
- Linoleum sheet installation
- Foreman training
- Self leveling
- Heat seam welding
- Cove sheet vinyl
- Conventional carpet
- Glue down carpet
- Vinyl composite tile
- Tools and processes
- Workplace procedures

Course 8

- Tools review
- Surface preparation review
- Carpet seaming review
- Blueprint reading review
- Underlayment review
- Tools and processes
- Resilient sheet goods review
- Glue down, peel and stack and conventional carpet review
- Cove sheet goods review
- Sheet vinyl seaming techniques review
- Carpet stair installation review
- Vinyl composite tile review
- Journey level test

Journey Level Curriculum

- Advanced Carpet Installation
- Advanced Installation (other than carpet, by product & location)
- Armstrong Certification
- Carpet Installation Testing
- Forbo
- Glues and adhesives
- Green Floor Covering Installation
- Hard Surface Installation Testing
- Heat Welding
- Laminates
- Linoleum Installation Training
- Materials review
- Mondo Rubber
- Nora Rubber
- Self-Leveling
- Sheet Goods Installation
- Synthetic Turf
- Tandus Centiva
- Tarkett
- Tools review
- Trade Math
- Types of flooring
- Understanding customer needs
- Vinyl Backed Carpet Installation

Safety Skills – OSHA 10 (Certified-OSHA Instructor)

- OSHA 10

Safety Skills – OSHA 30 (Certified-OSHA Instructor)

- OSHA 30



Training Proposal for:

U.A. Local 342 Joint Apprenticeship and Training Trust

Contract Number: ET23-0955

Panel Meeting of: October 28, 2022

ETP Regional Office: North Hollywood

Analyst: J. Romero

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate Apprenticeship	Industry Sector(s):	MEC (H) Construction (C) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Multiple Counties	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No United Association Local Union 342		
Turnover Rate:	≤20%		

FUNDING DETAIL

Program Costs	+	Support Costs	=	Total ETP Funding
\$461,664		\$31,769 8%		\$493,433

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

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Journeyworker	Commercial Skills; OSHA 10/30	30	8-200	0	\$590	\$67.75
				Weighted Avg: 24			
2	Retrainee Apprentice	Commercial Skills; OSHA 10/30	281	8-210	0	\$1,693	\$33.88
				Weighted Avg: 99			

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

<p>Minimum Wage by County: Modified SET/Priority Industry wage modification: \$29.41 per hour.</p> <p>Health Benefits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No This is employer share of cost for healthcare premiums – medical, dental, vision.</p> <p>Used to meet the Post-Retention Wage?: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Maybe</p>
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Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1		
Journeyworker - Plumber, Pipe Fitter, Steam Fitter, Refrigeration Fitter/Air Conditioning Mechanic		30
Job Number 2		
Apprentice - Plumber, Pipe Fitter, Steam Fitter, Refrigeration Fitter/Air Conditioning Mechanic		281

INTRODUCTION

The U.A. Local 342 Joint Apprenticeship and Training Trust, (www.ua342.org/training), (UA Local 342) trains Apprentices and Journeyworkers for the plumber and pipefitting industry in Northern California. The UA Local 342 serves 3,300 Journeyworkers and 600 Apprentices working primarily in Alameda and Contra Costa counties. Employers are represented by United Association of Journeymen and Apprentices of the Plumbing and Pipe Fitting Industry of the United States and Canada, the Northern California Mechanical Contractors Association, and the UMIC, Inc – Industrial Contractors.

UA Local 342 provides training for apprentices and journeymen in the pipe trades industry who design, build, install and repair plumbing and sanitary systems, water and gas piping, refrigeration and HVAC systems and installing fixtures for homes, commercial enterprises and other institutions.

Workers to be trained are employed by a variety of firms, including plumbing and mechanical contractors, utility contractors, refineries, building and industrial plant owners, and utility and pipeline companies. The UA Local 342 operates a 45,000 square-foot training center located in Concord where all in-person training will occur. This will be UA Local 342's seventh ETP Contract, and the third in the last five years.

Veterans Program

UA Local 342 is committed to supporting job-related training that helps Veterans transition into California's workforce. It recruits Veterans in cooperation with Helmets to Hardhats, a national joint labor-management program that recognizes the link between skills acquired in military service and the building trades. Currently, there are 30 Veterans enrolled in the apprenticeship program.

In addition to Helmets to Hardhats, UA Local 342 also works with the Veterans in Piping (VIP) program offered by the United Association of Journeymen and Apprentices of the Plumbing and Pipe Fitting Industry of the United States and Canada. The VIP program offers high-quality skills training and jobs in the pipe trades to active duty military personnel preparing to leave military service. The VIP program consists of 18 weeks of highly specialized, intensive training in marketable skills such as welding; heating, ventilating, air conditioning and refrigeration; and sprinkler fitting. Upon completion of the VIP program, the trainees are connected to established apprenticeship training programs such as the UA Local 342. This program is a major factor in the program's recruitment of Veterans and UA Local 342 currently has five Veterans who are a direct result of recruitment through the VIP Program. However, to provide administrative simplicity for this project, a Veteran job number is not included in this project.

Apprenticeship Program

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

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

To ensure ETP does not displace Montoya Funds, Apprentice reimbursement is reduced by \$7, reducing the priority industry rate from \$23 to \$16 per class/lab hour.

PROJECT DETAILS

Apprentices and Journeyworkers in the pipe trades build and service everything from sanitary plumbing in homes to ultra-pure process piping systems in semiconductors and biotech plants. Plumbing, pipefitting and HVAC contractors participating in this agreement are in demand for highly-skilled workers in "green" energy requirements and systems.

These skilled workers are needed to replace retiring Journeyworkers, skilled workers on green building systems, and fill the growing demand for workers in Northern California area. The

proposed training will give Journeyworkers and Apprentices skills such as valve repair, medical gas installation, welding, refrigerant handling, industrial rigging, foreman skills, geothermal systems, green awareness, instrumentation, field computer systems, AutoCAD and Title 24 requirements. For this proposal, new courses are added which include Energy Audits, HVAC Star Mastery and Start, Test, and Balance for HVAC workers. This specialized training leads to certifications that are recognized nationally in the pipe trades industry.

Workers trained under this application are employed by a variety of types of firms and work on sites across the bay area including local hospitals, oil refineries, and a large job with PG&E to replace gas pipelines throughout Northern California. Other examples of work projects include: design-build, installation and service of high-purity process piping for semiconductor, biotechnology, and pharmaceutical manufacturing; construction, service and replacement of pipeline systems, including pumps and other installations; installation, service and repair of piping systems that provide hospital patients with oxygen and other medical gases; and construction, service and repair at oil refineries. Some of their major projects are Bay Area Semi-Conductor Manufacturing Plant, Concord and Bay Area Refinery (conversion to bio-diesel), Bay Area Carbon Capture (facility upgrade) and Oakland Rainwater Harvest.

Training Plan

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

Commercial Skills: Training will be provided to all trainees. Journeyworkers will receive training in topics such as Valve Repair, Medical Gas Installation, Welding, Refrigerant Handling, Industrial Rigging, Foreman Skills, Geothermal Systems, Green Awareness, and Instrumentation and Field Computer Systems. Apprentices will receive training in topics such as Trade Math, Blueprint Reading, and all Plumbing and Mechanical Systems.

Certified Safety Training

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

Electronic Recordkeeping

Staff has reviewed and approved the UA Local 342’s use of a Learning Management System for recordkeeping.

Training Hours Limitation

Retraining hours are capped at 200 per-trainee. However, for Apprentice trainees with OSHA 10 training this cap extends to 210 hours.

Commitment to Training

Signatory employers will continue to make contributions to the Trust for every hour worked by Apprentices. ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

Training will be overseen by the Training Director. Eight staff will assist with administration, coordinate the training schedule, and assist with training attendance. Betat Advisories has been retrained to assist with administrative functions as well.

Marketing and Support Costs

All training is marketed through the various participating employer associations and through the UA Local 342’s newsletters, public service announcements, personal contacts, telephone calls, the Internet, emails, and the UA Local 342 s website. While many participating employers have already been recruited, additional recruitment and assessment activities with employers must occur.

UA Local 342 requests 8% support costs to assist in trainee recruitment, employer outreach and assessment of employer-specific job requirements. Staff recommends approval.

Trainer Qualifications

Trainers are all highly-trained and skilled employees of the UA Local 342 and will provide all training. These trainers are experienced Journeyworkers with formal instruction in training methods and subject matter.

Tuition Reimbursement

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

ACTIVE PROJECTS

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

Contract No.	Approved Amount	Term	No. Trainees (Estimated)	No. Completed Training	No. Retained	Potential Earnings (Based on Tracked Hours) (\$ %)
ET21-0938	\$427,774	12/14/20-12/13/22	505	505	0	\$427,774 (100%)

PRIOR PROJECTS

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

Contract No.	Location (City)	Term	Approved Amount	Payment Earned (\$ %)
ET20-0938	Concord CA	11/04/19-11/03/21	\$723,600	\$723,600 (100%)

DEVELOPMENT SERVICES

UA Local 342 JATT retained Betat Advisories, LLC in Auburn, to assist with development of this proposal for a flat fee of \$10,000.

ADMINISTRATIVE SERVICES

UA Local 342 JATT also retained Betat Advisories, LLC to perform administrative services in connection to this proposal for a fee not to exceed 10% of payment earned.

TRAINING VENDORS

N/A

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Commercial Skills

Journeyworker Training

- Auto CAD
- Advanced Drawing (Pipe Drafting)
- Advanced Plan Reading
- Basic Electricity
- Beginning Instrumentation
- Blueprint Reading
- Boiler
- Brazing
- Certification of Crane Operators (CCO) Certification
- Chlorofluorocarbon (CFC) Certification
- Construction Management
- Detailing
- Diametrics
- Downhill Welding
- Drawing
- Foreman Training
- Gas
- Gas Installations (Plumbing)
- Hand Fusion
- HVAC Theory
- Industrial Instrumentation (Tube Bending)
- Instrumentation
- Med Gas
- Med-Gas Installer/Brazer (For UA Certification)
- Metal Inert Gas (MIG) Welding
- Orbital Welding
- Plumbing Code
- Plumbing Fixtures & Appliances (Plumbing)
- Polyvinylidene Difluoride (PVDF) Properties and Applications
- Rigging
- Radiation Safety Officer Training (RSO)
- Signal Person
- Tungsten Inert Gas (TIG) & Fusion Welding
- Title 24
- Trimble
- Tube Bending
- Variable Speed
- Water Supply

Apprentice Training

Refrigeration Fitter/Air Conditioning

- Beginning Electrical Theory
- Mechanical Refrigeration Theory
- Advanced Electrical Theory/Beginning Schematics
- The Refrigeration Cycle
- Intermediate Electrics I
- Intermediate Mechanical Refrigeration I
- Intermediate Electrical II
- Intermediate Mechanical Refrigeration II
- Electrical Troubleshooting I
- Electrical Troubleshooting II
- Introduction to Direct Digital Controls
- Introduction to Variable Frequency Drivers
- Introduction to Market Refrigeration Systems
- Introduction to Pneumatic Controls
- Introduction to Boilers
- Advanced Compressor and Motor Theory
- Start Test Balance: Water Side I
- Start Test Balance: Air Side I
- Start Test Balance: Water Side II
- Start Test Balance: Air Side II

Plumber/Pipefitter

- OSHA-CPR
- Trade Mathematics
- Water Supply Systems
- Sewage Disposal
- Plumbing System Service and Repair
- Construction Management in Plumbing
- Medical Gas Systems
- Related Science in the Piping Trades
- Beginning Drawing and Plan Reading for the Piping Trades
- Advanced Drawing in the Piping Trades
- Plumbing Tool Workshop I
- Plumbing Tool Workshop II
- Plumbing Code I
- Plumbing Code II
- Welding for Plumbers
- Electricity for Plumbers
- Gas Installation in Plumbing
- Backflow Prevention
- Plumbing Fixtures
- Certification Preparation
- Computer for the Field

Steamfitter

- OSHA-CPR
- Trade Mathematics
- Use and Care of Tools
- Welding Safety/Plate Welding
- Oxygen/Acetylene Cutting
- Pipe Shop I

- Pipe Shop II
- Related Science in the Piping Trades
- Beginning Drawing and Plan Reading for the Piping Trades
- Advanced Drawing in the Piping Arrangement
- Instrumentation 1
- Instrumentation 2
- Steam Systems
- Electricity for Steam-fitting
- Industrial Rigging
- Beginning AutoCAD
- Advanced AutoCAD
- Pumps
- Tube Bending
- Pipe Welding 1
- Welding 5
- Welding 6
- Welding 7
- Welding 8
- Welding 9
- Welding 10
- Orbital Welding
- Construction Management in Steam-fitting
- Computer for the Field

Safety Skills – OSHA 10 (Certified-OSHA Instructor)

- OSHA 10

Safety Skills – OSHA 30 (Certified-OSHA Instructor)

- OSHA 30



Training Proposal for:
Bay Area Counties Roofing Industry
Apprenticeship Training Fund

Contract Number: ET23-0962

Panel Meeting of: October 28, 2022

ETP Regional Office: San Francisco Bay Area

Analyst: S. Wang

PROJECT PROFILE

Contract Attributes:	Apprenticeship Retrainee Priority Rate	Industry Sector(s):	MEC (H) Construction (C) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Alameda, Contra Costa, Lake, Marin, Mendocino, Monterey, Napa, San Benito, San Francisco, San Mateo, Santa Clara, Santa Cruz, Solano, Sonoma	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No United Union of Roofers, Waterproofers, and Allied Workers Locals 40, 81, 95		
Turnover Rate:	≤20%		

FUNDING DETAIL

Program Costs	+	Support Costs	=	Total ETP Funding
\$461,600		\$32,041 8%		\$493,641

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

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Priority Rate Journeyworker	Comm'l. Skills, Computer Skills, OSHA 10/30	80	8-200	0	\$1,230	\$44.80
				Weighted Avg: 50			
2	Retrainee Priority Rate Apprentice	Comm'l. Skills, Computer Skills, OSHA 10/30	231	8-210	0	\$1,711	\$29.41
				Weighted Avg: 100			

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

Minimum Wage by County: Job Numbers 1-2 (SET/Priority Industry wage modification): \$29.41 per hour statewide

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

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

Up to \$6.27 per hour may be used to meet the Post-Retention Wage in Job Number 2. This amount has been verified in the collective bargaining agreement's wage tables.

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1		
Journeyworker Roofers		80
Job Number 2		
Apprentice Roofers		52 179

INTRODUCTION

Established in 1960, Bay Area Counties Roofing Industry Apprenticeship Training Fund (Bay Area Roofers) (<http://rwprogram.com/>) is a joint trust serving three apprenticeship programs in the Bay Area. The program provides training for both Apprentices and Journeyworkers in the roofing industry. The program is funded through collective bargaining agreements between signatory employers with the Associated Roofing Contractors of the Bay Area Counties, Inc., and three union locals of the United Union of Roofers, Water Proofers, and Allied Workers: Local 40 West Bay Counties; Local 81 East Bay & North Bay Counties; and, Local 95 Santa Clara Counties. Bay Area Roofers' training facility is a 9,600 square-foot building that allows instructors to use actual roofing materials and a multitude of new systems used in the construction industry. Training will be delivered at its training facility in Livermore.

This will be the Bay Area Roofers ninth ETP Contract, and its fifth within the last five years. Each union local has its own collective bargaining agreement and its own Joint Apprenticeship Training Committee (JATC). Each JATC sponsors an apprenticeship program approved by the Division of

Apprenticeship Standards (DAS). Currently, the program serves more than 650 Apprentices and 1,470 Journeyworkers in 14 Northern California counties.

Veterans Program

Even though Bay Area Roofers has committed to training veterans in its program, the JATC is not including a Veteran's Job Number in this project at this time for ease of project administration. Bay Area Roofers participates in the Helmets to Hardhats' program and gives veterans accelerated admission to its apprenticeship program.

First-Year Apprentices

Bay Area Roofers would like to request an exception to permit the first-year Apprentices to participate as permitted under existing ETP Apprenticeship Training program's guidelines for a two-year program. Under these guidelines, an exception may be made for trainees who have advanced to Year 1, Period 2 when the apprenticeship program is less than or equal to 24 months.

According to the Contract Representative, trainees complete probation after 6 months of training. Additionally, Bay Area Roofer's Apprenticeship Standards as approved by the DAS requires a combination of time, work hours, and required classes for advancement. As long as the trainees meets the requirements, they are eligible as Apprentices.

Apprenticeship Program

The Panel funds Apprentice training that does not displace any other source of government funds, or replace an existing apprenticeship program approved by the DAS. ETP funding supplements cost of delivery for the Related and Supplemental Instruction portion of DAS-approved apprenticeship training. Apprenticeship programs vary in length. In this project, the program is three and a half years. The curriculum is developed with input from DAS and a designated Local Educational Agency (LEA). In this case, Petaluma Adult School, Martinez Adult School, and Metropolitan Education District in San Jose are the LEAs.

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

To ensure ETP does not displace Montoya Funds, Apprentice reimbursement is reduced by \$7, reducing the priority-industry rate from \$23 to \$16 per Class/Lab and/or E-Learning hour.

PROJECT DETAILS

Funding for this proposal will allow Roofers to learn much needed skills as their industry moves away from traditional hot-tar systems and towards new roofing systems and materials. New roofing systems include a variety of single ply systems and a variety of modified roofing systems (mopping, torching, primed, adhesives, hot rubber, and peel-n-stick). Training will be provided on updated waterproofing systems as well. These systems include photovoltaic systems, vegetative roofs, and rainwater harvesting systems.

Additionally, the need for highly-skilled, highly-trained workers has created a competitive environment in California, specifically with large out-of-state roofing contractors who are

formidable competition to California employers. Training will allow Bay Area Roofers to have flexible and highly-skilled workers who can compete against these companies.

ETP funding will expand and upgrade Bay Area Roofers' program. Bay Area Roofers reports that the following projects are driving employer demand under this proposal:

- Google, Java, and Caribbean Projects
- San Francisco Airport Terminal 1 (Phase 2)
- San Francisco Water Treatment Plant
- Mission Rock

Training Plan

Training will be delivered via Class/Lab and E-Learning delivery methods as follows:

Commercial Skills: Training for Journeyworkers will include Advanced Concepts in Waterproofing and Damp Proofing, Advanced Hot Air Welding, Chemical Usage, and Designing Rigging and Hoisting Systems and Procedures. This training will include specialty skills covering products and materials that are new to the industry but which were not taught during the apprenticeship. Training for Apprentices will include Asphalt and Wood Shingles, Batten Seam Roofing, Cold Applied Roofing Materials, and Ethylene Propylene Diene Monomer Single Ply Roofing to ensure the knowledge of commonly used materials.

Computer Skills: Training for Journeyworkers will include Advanced Use of Computers in Construction, Building Information Modeling Software, and Estimating Systems to ensure proper knowledge while using these systems. Training for Apprentices will include Computer Operations for Construction and Construction Modeling.

Certified Safety Training

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

Training Hours Limitation

Retraining hours are capped at 200 per trainee. However, for Apprentice trainees with OSHA 10 training this cap extends to 210 hours per trainee.

Electronic Recordkeeping/LMS

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

Commitment to Training

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

Training Infrastructure

Bay Area Roofers’ Director of Training (dedicated administrator) will oversee the project. Trainers are in-house journeyworkers who have experience working in the trade and are subject-matter experts. Bay Area Roofers also hired a third-party subcontractor, Betat Advisories, to assist with ETP administration.

Marketing and Support Costs

Employers are notified of training through the association web site, mailings, and presentations. Employers participate as members of the joint committee that operates the program, and training is designed around their needs and the general needs of the industry. Marketing also includes emails to employers, local unions, and roofing material representatives. Thus, Bay Area Roofers requests and staff recommends 8% support costs to assist in Apprentice and Journeyworker recruitment, employer outreach, and assessment of employer-specific job requirements.

Tuition Reimbursement

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

ACTIVE PROJECTS

The following table summarizes Contractor’s performance under active ETP Contracts:

Contract No.	Approved Amount	Term	No. Trainees (Estimated)	No. Completed Training	No. Retained	Potential Earnings (Based on Tracked Hours) (\$ %)
*ET22-0921	\$599,820	10/4/21-10/3/23	282	0	0	\$0 (0%)
**ET21-0915	\$427,160	12/31/20 – 12/30/22	381	347	347	\$427,160 (100%)

*Based on the Cal-E-Force system, 0 reimbursable hours have been tracked. The Contractor projects final earnings of 100% based on training currently committed to by employers and in progress through July 2023 of final training.

**Based on the Cal-E-Force system, 21,722 reimbursable hours have been tracked for potential earnings of \$427,160 (100% of approved amount). The Contractor projects final earnings of 100% based on training currently committed to by employers and in progress through October 2022 of final training.

PRIOR PROJECTS

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

Contract No.	Location (City)	Term	Approved Amount	Payment Earned	
				\$	%
ET19-0924	Livermore	10/1/18 – 6/27/21	\$949,386	\$889,005	(94%)
ET17-0926	Livermore	1/27/17 – 1/26/19	\$448,875	\$442,554	(99%)

DEVELOPMENT SERVICES

Betat Advisories in Auburn assisted with development for a flat fee of \$10,000.

ADMINISTRATIVE SERVICES

Betat Advisories will also perform administrative services for a fee not to exceed 10% of payment earned.

TRAINING VENDORS

N/A

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

Trainees may receive any of the following:

APPRENTICES**COMMERCIAL SKILLS**

- Asphalt and Wood Shingles
- Batten Seam Roofing
- Bermuda and Shingle Panel
- Blueprint Reading
- Built-Up Roofing Materials
- Cold Applied Roofing and Caulking
- Common Roofing Materials
- Ethylene Propylene Diene Monomer Single Ply Roofing
- Flashing Materials
- Flat Seam Roofing
- Following Plans and Specifications
- Following Project Plans
- Green Roofs
- Hot Air Welding for Apprentices
- Infection Risk Control Assessment
- Insulation Materials
- Low Slope Roofing
- Maintenance and Repair
- Measurement and Calculation Problems in Roofing
- Metal Roofing
- Mopping Operations
- Rainwater Harvesting Systems
- Regulations Governing Roofing and Waterproofing
- Rigging and Hoisting
- Roof Pumps and Tankers
- Roof Surfacing and Sealing
- Roofing Tools
- Safe Working Procedures for Roofers and Use of Safety Equipment
- Single Ply Roofing
- Single Ply Roofing Materials
- Single Ply Roofing Systems
- Solar Systems
- Specialty Tile
- Standing Seam Roofing
- Steep Slope Roofing
- Types of Rigid Roofing
- Ventilation
- Waterproofing and Below Grade Materials

- Waterproofing and Damp Proofing
- Working With Concrete and Mission Tile

COMPUTER SKILLS

- Computer Operations for Construction
- Construction Modeling

Safety Skills - OSHA 10/30 (Certified-OSHA Instructor)

- OSHA 10
- OSHA 30

JOURNEYWORKERS

COMMERCIAL SKILLS

- Advanced Concepts in Waterproofing and Damp Proofing
- Advanced Hot Air Welding
- Advanced Maintenance and Repair Techniques
- Advanced Single Ply Roofing
- Advanced Systems of Built-Up Roofing
- Air Barriers for Ventilation and Heat Escape
- Chemical Usage
- Coordinating Plans and Schedules With Other Building Trades
- Creating Project Plans
- Creating Safe Working Conditions
- Designing Rigging and Hoisting Systems and Procedures
- Drainage Systems Including Rain Water Recovery Systems
- Electronic Leak / Failure Detection
- Foreman Skills, Including Creating and Implementing Project Plans
- Green Roof Specific Safety Issues
- Handling Pressurized Equipment
- Infection Risk Control Assessment
- Project Management Systems
- Rainwater Harvesting Systems
- Rigid Roofing
- Roofing Materials
- Single Ply Products and Uses: Advanced Course
- Title 24 Energy Standards for Roofing
- Torch-On Product
- Vegetative Roofs
- Water Proofing on Vertical Surfaces
- Wind Uplift and Load Issues Related to Green Roofing
- Working Around Hazardous Materials
- Working on Scaffolding
- Working with Photovoltaic Material

COMPUTER SKILLS

- Advanced Use of Computers in Construction
- Building Information Modeling (BIM) Software

- Computer Skills Related to Product Application & Testing
- Estimating Systems
- Project Management Software

Safety Skills - OSHA 10/30 (Certified-OSHA Instructor)

- OSHA 10
- OSHA 30



Training Proposal for:
Carpenter Training Trust Fund for Northern California

Contract Number: ET23-0958

Panel Meeting of: October 28, 2022

ETP Regional Office: Sacramento

Analyst: J. Dongallo

PROJECT PROFILE

Contract Attributes:	Priority Rate Retrainee Apprenticeship	Industry Sector(s):	MEC (H) Construction (C) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Northern and Central California	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No United Brotherhood of Carpenters and Joiners of America		
Turnover Rate:	≤20%		

FUNDING DETAIL

Program Costs	+	Support Costs	=	Total ETP Funding
\$462,080		\$31,920 8%		\$494,000

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

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Priority Rate Apprentice	Commercial Skills	304	8-200	0	\$1,625	\$31.79
				Weighted Avg: 95			

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

Minimum Wage by County: SET/Priority Industry Statewide Average: \$29.41 per hour
Health Benefits: Yes No This is employer share of cost for healthcare premiums – medical, dental, vision.
Used to meet the Post-Retention Wage?: Yes No Maybe
 Although participating employers provide health benefits, they are not being used to meet the Post-Retention Wage.

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1		
Apprentice Carpenters		304

INTRODUCTION

Carpenters Training Trust Fund for Northern California (CTTF) (www.ctcnc.org) provides Pre-Apprentice, Apprentice and Journeyworker training services for union Carpenters throughout Northern California. It is headquartered in Pleasanton and operates five training centers. CTTF is funded by a joint labor and management trust, as agreed to in collective bargaining.

Representatives from the United Brotherhood of Carpenters and Joiners of America, which includes 27,500 Journeyworker Carpenters, serve on CTTF and the Board of Trustees. Signatory employers also serve on both the Committee and the Board, through the Construction Employers’ Association of California. CTTF also provides training for 6,000 registered Apprentices in 46 counties across Northern and Central California.

CTTF trains Carpenters in these California counties: Alameda, Alpine, Amador, Butte, Calaveras, Colusa, Contra Costa, Del Norte, El Dorado, Fresno, Glenn, Humboldt, Kings, Lake, Lassen, Madera, Marin, Mariposa, Mendocino, Merced, Modoc, Monterey, Napa, Nevada, Placer, Plumas, Sacramento, San Benito, San Francisco, San Joaquin, San Mateo, Santa Clara, Santa Cruz, Shasta, Sierra, Siskiyou, Solano, Sonoma, Stanislaus, Sutter, Tehama, Tuolumne, Trinity, Tulare, Yolo and Yuba Counties. This is CTTF’s twelfth project, and the seventh in the last five years.

Veterans Program

CTTF works in cooperation with Helmets-to-Hardhats, a national joint labor-management program to help transition active duty military personnel into employment in the construction

industry, including Apprenticeship programs. However, a Veterans component is not included in this proposal for ease of administration.

Apprenticeship Program

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

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

To ensure ETP does not displace Montoya Funds, Apprenticeship reimbursement is reduced by \$7, reducing the priority industry rate from \$23 to \$16 per class/lab hour.

PROJECT DETAILS

CTTF has partnerships with multiple contractors throughout the Northern and Central California counties. Upon graduation, the program places graduates with these contractors. Apprentice training will give workers new to the trade the basic skills they need to succeed in a long-term career and provide union contractors with the skilled workers they need to staff construction projects. As the requirements of the industry continue to change, workers must improve skill sets. The program was developed and is operated as a coordinated, collaborative team composed of the union, union members and contractors. Currently, the program has apprentices working on large work projects, such as, the water treatment plant in Sunnyvale, the San Francisco Trans Bay, San Francisco Airport, Travis Air Base, San Jose Data Center and Multi-Family Modular homes in Albany and Oakland.

To successfully compete for jobs, union contractors need the best trained, most productive workers. There is a need for a highly productive workforce, with all workers ready to do their jobs on the first day of work. In addition, construction work has become more complex and workers at all levels must have higher levels of skills to succeed and certifications to validate those skills.

Training Plan

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

Commercial Skills: Training will be offered to all Apprentice Carpenters to increase worker skill sets in the carpentry industry. Class topics will Blueprint Reading, Commercial Door Hardware, Concrete Framework, Rigging, Wood Framing, Mathematics Review, CalGreen, Green Advantage, Aerial Lifts and Worker Safety & Tool Skills for Pile Drivers.

Marketing and Support Costs

CTTF markets through direct mailings, personal contacts, telephone calls, public service announcements, emails, and its website. The JATC will disseminate class information throughout

the year to all apprentice and journey-level plumber, pipe and refrigeration fitters within the local's jurisdictions, as well as to the contractors who employ them. CTTF is also active in the local workforce investment board and is a partner in its community workforce development work. Additionally, CTTF sends out application announcements for the apprentice program to local, state and federal agencies as well as to local high schools, community colleges and community-based organizations. Classes for the journey-level and apprentice trainees are offered January through May and August through December. CTTF employs two administrators to conduct the marketing, recruitment, needs assessments, and scheduling of training.

CTTF requests 8% support costs to fund its staff in recruiting and qualifying additional participating employers for this program. While CTTF already recruited many participating employers, additional and continuous recruitment and assessment will take place. The projected budget costs for personnel will exceed the ETP support cost funding and the JATC will cover the additional expenses.

Commitment to Training

ETP funding will not displace CTTF's financial commitment to training. Signatory employers will continue to make contributions to the training trust for every hour worked by Apprentices as defined in their collective bargaining agreement. General safety training is provided by participating employers in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

The Executive Director, with the assistance of three part-time staff members, will be responsible for the marketing, recruitment, scheduling training and ETP administration. There are multiple part-time trainers who will deliver training in accordance with ETP regulations. These trainers are former or current Carpenters and are experts in the areas that they teach. The training rooms for on-site training are fitted out with latest equipment and tools. In addition, CTTF has retained the services of a third party consultant to assist in the administration of the project.

Learning Management System

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

Tuition Reimbursement

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

ACTIVE PROJECTS

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

Contract No.	Approved Amount	Term	No. Trainees (Estimated)	No. Completed Training	No. Retained
ET22-0930	\$598,290	11/22/21 – 11/21/23	2,257	0	0

Based on ETP Systems, 93,506 reimbursable hours have been tracked for potential earnings of \$598,290 (100% of approved amount). The Contractor projects final earnings of 100% based on training currently committed to by employers and in progress through November 2023.

PRIOR PROJECTS

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

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
ET21-0909	Central & Northern California	7/1/20 – 6/30/22	\$427,350	\$427,350 (100%)
ET20-0912	Central & Northern California	8/1/19 – 7/21/21	\$748,440	\$748,440 (100%)
ET19-0905	Central & Northern California	8/1/18 – 7/31/20	\$949,588	\$948,640 (99%)
ET18-0903	Central & Northern California	7/5/17- 7/4/19	\$949,036	\$949,036 (100%)
ET17-0902	Central & Northern California	8/1/16- 7/31/18	\$948,970	\$948,970 (100%)

DEVELOPMENT SERVICES

Betat Advisories LLC in Auburn assisted with development for a flat fee of \$10,000.

ADMINISTRATIVE SERVICES

Betat Associates LLC will also perform administrative services for a fee not to exceed 10% of payment earned.

TRAINING VENDORS

N/A

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Commercial Skills

Apprentice Carpenters

- Blueprint Reading - Advanced
- Blueprint Reading - Basic
- Commercial Door Hardware
- Commercial Steel Framing
- Concrete Bridge Building
- Concrete Formwork
- Concrete Structures/Equipment/Safety/Green Technologies
- Engineered Structural Systems
- Exterior Finish
- Foundations & Floors
- Interior Finish
- Introduction to Welding & Cutting
- Layout Instruments
- Rigging
- Roof Framing
- Stair Building
- Wood Framing
- Advanced Construction Techniques
- Applied Blueprint Technology
- Arches, Furring & Advanced Systems
- Basic Applications
- Blueprint Reading I
- Blueprint Reading II
- Commercial Framing Systems and Fire Stop
- Doors, Frames, Hardware & Windows
- Drywall/Lathing, Trade Safety
- Exterior Systems & Trims
- Interior Metal Lath Systems
- Mathematics Review
- Residential Metal Stud Framing
- Shaft Protection & Ceiling Systems
- Welding (Heavy Plate)
- Welding (Light Gauge)
- CalGreen
- Commercial & Industrial Insulation Installation, Aerial Lift
- Commercial Blueprint Reading for Insulators, Welded Frame-Mobile Tower Scaffolds
- Construction Math, Intro to Working Drawings for Insulators, Firestop,
- Energy Conservation Codes and Standards for Insulators
- Green Advantage

- Residential Blueprint Reading for Insulators, Fork Lift, Driver Safety Training
- Residential Insulation Installation and Weatherization
- Advanced Formwork
- Advanced Pile Driving - Land & Water
- Bridge Building & Advanced Structural Blueprints
- Concrete & Formwork
- Falsework, Shoring & Heavy Timber Framing
- Introduction to Pile Driving Land & Water -
- Aerial Lifts
- Introduction to Structural Blueprints & Layout Instruments
- The Pile Driver Apprentice & The Trade, Construction Math
- Welding 1 - SMAW (Shielded Metal Arc
- Welding) 1F, 2F, 3F, 4F
- Welding 2 - SMAW 1G, 2G - Fork Lifts
- Welding 3 - SMAW 3G Certification
- Welding 4 - SMAW 4G Certification
- Welding 5 - FCAW 3G Certification
- Welding 6 - FCAW 4G Certification
- Wharfage & Marine Structures
- Worker Safety & Tool Skills for Pile Drivers - Fall Protection



Training Proposal for:

**Heat and Frost Insulators and Allied Workers of Northern Ca.
and Local No. 16 Apprentice Training Trust**

Contract Number: ET23-0957

Panel Meeting of: October 28, 2022

ETP Regional Office: Sacramento

Analyst: C. Kaiser

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate Apprenticeship	Industry Sector(s):	MEC (H) Construction (C) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Statewide	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Heat and Frost Insulators and Allied Workers Union Local 16		
Turnover Rate:	≤20%		

FUNDING DETAIL

Program Costs	+	Support Costs	=	Total ETP Funding
\$326,400		\$22,644 8%		\$349,044

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

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Priority Rate Apprentice	Commercial Skills	204	8-200	0	\$1,711	\$29.70
				Weighted Avg: 100			

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

Minimum Wage by County: \$29.41 per hour SET/Priority Industry Statewide Average
Health Benefits: Yes No This is employer share of cost for healthcare premiums – medical, dental, vision.
Used to meet the Post-Retention Wage?: Yes No Maybe
 Although employer provides health benefits, they are not being used to meet Post-Retention Wage.

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1		
Apprentice - Insulation Mechanic Apprentice		204

INTRODUCTION

Founded in 1961, Heat and Frost Insulators and Allied Workers of Northern Ca. and Local No. 16 Apprentice Training Trust Fund (Heat and Frost Insulators) (www.insulators16.org) provides training for Insulators and allied workers in Northern California at its Benicia training facility. This will be Heat and Frost Insulators' sixth ETP Contract, the fifth in the last five years.

Heat and Frost Insulators insulate mechanical structures from ambient temperatures. A typical building has insulation on hot and cold water pipes, the heating and air conditioning system, and related mechanical equipment. Insulation materials conserve energy, reduce overall energy demand, reduce pollution, control condensation, eliminate mold, and improve workplace safety. Insulation requires a variety of techniques to install depending on the type of surface, which include pasting, wiring, stapling, taping, and spraying. Insulators also perform asbestos removal work, and install firestop materials to seal openings and joints in fire resistant rated walls.

Veterans Program

Heat and Frost Insulators continues to serve Veterans and participates in Veterans outreach and hiring activities, including Helmets to Hardhats. For this contract, Veteran trainees will participate under Job Number 1. Currently, Heat and Frost Insulators has 24 Veterans in its program.

Apprenticeship Program

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

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

To ensure ETP does not displace Montoya Funds, Apprentice reimbursement is reduced by \$7, reducing the priority industry rate from \$23 to \$16 per class/lab hour.

PROJECT DETAILS

Heat and Frost Insulators designed the training to meet the needs of signatory employers, ensure an adequate number of skilled insulators to work on specialized projects, and address industry needs. Heat and Frost Insulators have ongoing projects with oil refineries including Chevron, Marathon, P66, PBF Shell, and Valero.

This training supports apprentices by preparing workers for careers in the industry. Continuously increasing requirements for technical training and the demand for new apprentices require additional funding for apprenticeship programs. ETP support will enable the JATC to expand training to meet contractor demand and improve the quality of training.

Training Plan

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

Commercial Skills: Training will provide Insulation Mechanic Apprentices with the skills needed to perform in their field. Course topics include Blueprint Reading, Cold Work/Hot Work, Hand Saw Cutting, Insulation Materials and Properties, Polyvinyl Chloride (PVC) Application, and Sheet Metal & Layouts.

Commitment to Training

Employers will continue to make contributions to the training trust fund for every hour worked by apprentices and journey workers. ETP funding will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

The Apprenticeship Coordinator will oversee the ETP Contract administration along with three instructors. The instructors will be responsible for scheduling and coordinating training and uploading rosters. In addition, Heat and Frost Insulators has retained the services of a third party administrative subcontractor to assist with administrative requirements.

Marketing and Support Costs

Employer demand is inherent in the apprenticeship agreements between the trainees and participating employers. Marketing is conducted through announcements, email, and web posting to Local 16 union members and signatory contractors. Three staff members will perform duties related to marketing and support.

Heat and Frost Insulators requests 8% support costs to assist in apprentice recruitment, employer outreach, and assessment of employer-specific job requirements. Although many of the participating employers have already been notified, additional outreach and needs assessments will take place throughout the Contract term. Staff recommends the 8% support costs.

Electronic Recordkeeping

Staff reviewed and approved Heat and Frost Insulator's use of a Learning Management System for recordkeeping.

Tuition Reimbursement

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

ACTIVE PROJECTS

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

Contract No.	Approved Amount	Term	No. Trainees (Estimated)	No. Completed Training	No. Retained	Potential Earnings (Based on Tracked Hours) (\$ %)
ET21-0948	\$395,010	3/1/2021 – 2/28/2023	114	0	0	\$291,445 (74%)

The Contractor projects final earnings of 100% based on planned training.

PRIOR PROJECTS

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

Contract No.	Location (City)	Term	Approved Amount	Payment Earned (\$ %)
ET20-0927	Benicia	10/7/2019 – 10/6/2021	\$554,400	\$330,792 (60%)*
ET19-0900	Benicia	7/1/2018 – 6/30/2020	\$646,720	\$646,720 (100%)
ET17-0910	Benicia	10/1/2016 – 9/30/2018	\$250,200	\$250,200 (100%)

*ET20-0927 lower completion rate is due to unexpected circumstances with the COVID pandemic. In-person training was halted due to COVID guidelines which pushed completion of training past the last date of the Contract.

DEVELOPMENT SERVICES

Betat Advisories in Auburn assisted with development of this proposal for a flat fee of \$7,500.

ADMINISTRATIVE SERVICES

Betat Advisories will also perform administrative services in connection with this proposal for a fee not to exceed 10% of payment earned.

TRAINING VENDORS

N/A

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Commercial Skills

- Apprentice Training:
 - Blueprint Reading
 - Boxing a Valve
 - Cold Work/Hot Work
 - Community Service
 - Determining an Insulation System
 - Economic Thickness
 - Effective Supervision
 - End Caps and Conicals
 - General Application Methods
 - Geometric Construction
 - Hand Saw Cutting
 - High Temperature
 - Industry Related Formulas
 - Insulation and Relation to Heat Transfer
 - Insulation Materials and Properties
 - Math Review
 - Metal Layouts
 - Orientation
 - Pattern Making
 - Pumps
 - Polyvinyl Chloride (PVC) Application
 - Removable Pads
 - Rubatex, Armaflex and Rubber
 - Safety
 - Sheet Metal & Layouts
 - Skill Upgrade
 - Standards for Refrigeration and Low Temperature Insulation
 - Stiffner Ring
 - Supervision



**Training Proposal for:
Northern California Elevator Industry Joint Apprentice Training
Committee Trust Fund**

Contract Number: ET23-0960

Panel Meeting of: October 28, 2022

ETP Regional Office: Sacramento

Analyst: K. Mam

PROJECT PROFILE

Contract Attributes:	Priority Rate Retrainee Apprenticeship	Industry Sector(s):	MEC (H) Construction (C) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Northern California	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No International Union of Elevator Constructors Local Union No. 8		
Turnover Rate:	≤20%		

FUNDING DETAIL

Program Costs	+	Support Costs	=	Total ETP Funding
\$462,080		\$31,920 8%		\$494,000

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

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Priority Rate Apprentice	Commercial Skills	304	8-200	0	\$1,625	\$39.66
				Weighted Avg: 95			

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

Minimum Wage by County:
Job Number 1 (SET/Priority Industry wage modification): \$29.41 per hour statewide; however, the collective bargaining agreement’s wage of \$39.66 per hour permits the contractor to satisfy the ETP required wages.

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

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

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

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1		
Apprentice - Elevator Constructor		304

INTRODUCTION

Established in 2004, the Northern California Elevator Industry Joint Apprenticeship and Training Committee Trust Fund (NorCal Elevator JATC) (www.iuec8.org) serves over 500 apprentices and 800 journey-level Elevator Constructors and Mechanics. Workers are represented by the International Union of Elevator Constructors Local 8, which covers 46 Northern California counties. Employers are represented by the National Elevator Bargaining Association and the Elevator Contractors of America. Workers are employed in companies that build, install, repair, modernize, and service elevators and escalators. Training will be delivered at NorCal Elevator JATC’s headquarters in San Francisco or one of its leased facilities in Martinez, Sacramento, Santa Clara, or Marin. This will be NorCal Elevator JATC’s fifth ETP project; the fifth in the last five years.

Veterans Program

Even though NorCal Elevator JATC has committed to training veterans; participates in the Helmets to Hardhats program; and gives veterans an accelerated admission to its apprenticeship program, it is not including a Veteran’s Job Number for ease of project administration.

Apprenticeship Program

The Panel funds Apprentice training that does not displace any other source of government funds, or replace an existing apprenticeship program approved by the Division of Apprenticeship Standards (DAS). ETP funding supplements cost of delivery for the Related and Supplemental Instruction (RSI) portion of DAS-approved apprenticeship training. Apprenticeship programs vary in length. In this project the program is four years. The curriculum is developed with input from DAS and two designated Local Educational Agencies (LEA) in this case Los Angeles Unified School District (LAUSD) and Martinez Adult School.

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

To ensure ETP does not displace Montoya Funds, Apprentice reimbursement is reduced by \$7, reducing the priority industry rate from \$23 to \$16 per class/lab hour.

PROJECT DETAILS

Training in this proposal will continue to focus on the growing volume of new construction and need for long-term service modernization and repair of elevators and related equipment in Northern California. Elevator Constructors specialize in installation, maintenance, modernization, or repair work. Mechanics generally require greater knowledge of electronics, hydraulics, and electricity because a large part of maintenance and repair work is troubleshooting. In addition to elevators, workers in this trade build and repair escalators, chairlifts, moving walkways, and similar equipment in buildings. Current projects include elevators and escalators for BART, SFO, Treasure Island, and Pier 70 in San Francisco.

Training Plan

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

Commercial Skills: Apprentices will receive training on topics such as Alternating Current Theory, Basic Components and Series and Parallel Resistance, Confined Spaces, and Detail Drawings and Material Specifications to ensure proper knowledge and safety while operating equipment.

Commitment to Training

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

➤ Training Infrastructure

The JATC's Chairman (dedicated administrator) will oversee the project with four staff dedicated to ETP-project administration. All trainers are qualified journey-level workers with extensive practical and training experience in the elevator industry. Additionally, LAUSD representatives and Steve Duscha Advisories have been retained as subcontractors to help in overseeing training.

Marketing and Support Costs

NorCal Elevator JATC requests, and staff supports, 8% in support costs to assist in trainee recruitment, employer outreach and assessment of employer-specific job requirements and promote training opportunities for Journeyworkers and Apprentices with signatory employers. All training is marketed through the various participating employer associations in Northern California and through the JATC's newsletters, public service announcements, personal contacts, telephone calls, emails, and NorCal Elevator JATC's website.

ETP-funded training will be discussed at all labor/management meetings and pertinent trade and apprenticeship events. Marketing and training evaluations are conducted via face-to-face meetings, email, and regular contact with trainees, employers, and the union. Additional feedback is received in writing from trainee class assessments and employer and union trustee reports to NorCal Elevator JATC.

Tuition Reimbursement

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

Electronic Recordkeeping/LMS

Staff has reviewed and approved NorCal Elevator JATC's use of a Learning Management System (LMS) for recordkeeping.

ACTIVE PROJECTS

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

Contract No.	Approved Amount	Term	No. Trainees (Estimated)	No. Completed Training	No. Retained	Potential Earnings (Based on Tracked Hours) (\$ %)
ET22-0914	\$599,872	10/04/21 – 10/03/23	321	0	0	0

NorCal Elevator JATC has started training, however, no hours have been tracked in the ETP system. The Contractor is in the process of enrolling trainees and is on track to completing training. The Contractor projects final earnings of 100% based on training currently committed to by employers and in progress through October 2023.

PRIOR PROJECTS

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

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
ET21-0918	Multi-Counties	7/1/2020 – 6/30/2022	\$427,952	\$427,952 (100%)
ET20-0909	Multi-Counties	8/1/2019 – 7/31/2021	\$749,420	\$749,420 (100%)

ET18-0921	Multi-Counties	4/2/2018 – 4/1/2020	\$742,742	\$742,742 (100%)
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DEVELOPMENT SERVICES

Betat Advisories in Auburn assisted with development for a fee of \$10,000.

ADMINISTRATIVE SERVICES

Betat Advisories will also perform administrative services in connection with this proposal for a fee of not to exceed 6.5% of payment earned.

TRAINING VENDORS

N/A

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Commercial Skills

- Alternating Current Theory
- Basic Electrical Circuit Components
- Basic Electricity Orientation
- Basic Mathematic Concepts
- Car and Counterweight Assembly and Roping
- Competent Person Training
- Confined Spaces
- Crosby Fasteners
- Detail Drawings and Material Specifications
- Electrical Fundamentals
- Electrical Safety
- Electrical Theory & Application
- Elevator Cab Modernization, Refinishing and Floor Covering
- Elevator Control Equipment Installation
- Elevator Rope and Roping
- Equations and Formulas
- Ergonomics
- Fall Protection
- Fire Safety
- Hazard Communication
- Hoistway Structures
- Installation of Guide Rails
- Introduction to Guide Rails
- Introduction to Installation Drawings
- Introduction to OSHA
- Introduction to Safety
- Machine and Sheave Installation
- Magnetism and Electromagnetism
- Materials Handling
- Measurement
- Motor Vehicle Safety
- Pit Structure
- PPE
- Ratio and Proportion
- Re-roping
- Rigging and Hoisting
- Safety During Construction and Modernization
- Safety During Maintenance and Repairs
- Scaffold Safety
- Series and Parallel DC Resistive Circuits
- Signed Numbers and Powers of 10
- Stairways and Ladders
- The Metric System

- Tool Safety
- Tools and Material Handling
- Training Program for Suspended Scaffolds
- Understanding the Relationship between Voltage, Current and Resistance



Training Proposal for:
Stationary Engineers Northern California and Northern Nevada
Apprenticeship and Training Trust Fund

Contract Number: ET23-0959

Panel Meeting of: October 28, 2022

ETP Regional Office: Sacramento

Analyst: J. Fetsch

PROJECT PROFILE

Contract Attributes:	Apprenticeship Priority Rate Retrainee	Industry Sector(s):	MEC (H) Construction (C) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Statewide	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Stationary Engineers Local 39, IUOE, AFL-CIO		
Turnover Rate:	≤20%		

FUNDING DETAIL

Program Costs	+	Support Costs	=	Total ETP Funding
\$462,240		\$31,886 8%		\$494,126

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

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Priority Rate Apprentice	Commercial Skills	214	8-200	0	\$2,309	\$42.06
				Weighted Avg: 135			

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

Minimum Wage by County: Job Number 1: (SET/Priority Industry wage modification): \$29.41 per hour.

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

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

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

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1		
Stationary Engineer Apprentice		214

INTRODUCTION

Stationary Engineers Northern California and Northern Nevada Apprenticeship and Training Trust Fund (Stationary Engineers Local 39) was created in 1951 to train stationary engineers who operate and maintain the physical plant systems in buildings such as airports, hospitals, biotech research and manufacturing facilities, food and beverage facilities, public and private-office buildings. Stationary Engineers maintain equipment in the building including boilers, pumps, fans, compressors, refrigeration and air conditioning units, motors, automated controls and electrical apparatus.

Training under this Contract will be delivered between seven training centers throughout Northern California with classrooms and laboratories equipped for specialized skills’ training. Engineers Local 39 is headquartered in San Francisco with the other training sites located in Alameda, Concord, Contra Costa, Fresno, Sacramento, San Francisco, Santa Clara and Tehama counties. This is Stationary Engineers Local 39’s fourth ETP Contract and the fourth in the last five years.

Veterans Program

Although Stationary Engineers recruits veterans, a separate Veterans Job Number will not be included under this proposal. Stationary Engineers partners with Veterans Affairs and participates in veteran outreach and hiring activities to recruit applicants. Stationary Engineers screen for

veterans and assist them in collecting GI Bill benefits while they are apprentices. Currently, the program has one veteran apprentice.

Apprenticeship Program

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

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

To ensure ETP does not displace Montoya Funds, Apprentice reimbursement is reduced by \$7, reducing the priority industry rate from \$23 to \$16 per class/lab hour.

PROJECT DETAILS

Stationary Engineers Local 39 serves approximately 280 Apprentices and 22,000 Journeyworkers, however only Apprentices will be participating in this project. Technology in the engineering industry is continually upgrading. Changes to computerized systems, sensor technology, automatic testing, computer controls, thermostats, and the use of computerized building management systems are increasing the complexity of jobs for Apprentices. Engineers are responsible for the safety and operation of all systems within a building and it is critical that Apprentices are trained in new technologies. Further, Engineers must know how to operate, monitor, maintain, service, and repair multiple types of equipment. As such, training will be delivered in equipment operations, updated-building standards, and green-business practices necessary to meet industry-demands. The training will prepare the Apprentices to work in the following locations: Grand Hyatt San Francisco, Hotel Nikko San Francisco, Moscone Center, California Pacific Medical Center, Summit Medical Center, Macy's North/East Bay, along with various other locations.

Training Plan

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

Commercial Skills: Apprentices will receive training in maintaining and operating plumbing, electrical systems, refrigeration, boilers, compressors, engines, and HVAC equipment. Training will also focus on the operation and maintenance of energy-efficient technologies and products.

Commitment to Training

ETP funds will not displace the existing financial commitment to training. Signatory employers will continue to make contributions to the Trust for every hour worked by Apprentices. Safety training is provided by participating employers in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

The Apprenticeship Coordinator (dedicated administrator) will oversee the project. There will be 12 Instructors that will take attendance and forward training documentation to the headquarters office where three Administrative Staff will input the data into the LMS. Stationary Engineers Local 39 retained a third-party subcontractor to assist with ETP administration.

Learning Management System (LMS)

Staff has reviewed and approved Stationary Engineers Local 39's LMS for the use of recordkeeping.

Marketing and Support Costs

Stationary Engineers Local 39 is requesting 8% in support costs to conduct marketing through direct mailings, informational flyers, personal contacts, telephone calls, public-service announcements/presentations, emails, and its website. Application announcements for the apprenticeship program will be sent to local, state, and federal agencies as well as local high schools, community colleges, and community-based organizations. The Apprenticeship Coordinator will be working with three staff members for marketing, recruiting, needs assessments, and scheduling. Staff recommends the 8% support costs.

Tuition Reimbursement

Stationary Engineers Local 39 represents that students enrolled in the ETP-funded program will not be charged tuition, fees, or any other costs associated with training. The representation will be made a condition of the Contract.

ACTIVE PROJECTS

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

Contract No.	Approved Amount	Term	No. Trainees (Estimated)	No. Completed Training	No. Retained	Potential Earnings (Based on Tracked Hours) (\$ %)
ET22-0911*	\$598,752	11/22/2021-11/21/2023	216	0	0	\$0.00 (0%)
ET21-0914	\$427,350	12/1/2020-11/30/2022	185	286	0	\$427,350 (100%)

*Contractor expects to earn 100% on both projects based on training planned.

PRIOR PROJECTS

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

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
ET20-0919	Statewide	8/26/2019-8/25/2021	\$721,750	\$715,731 (99%)

DEVELOPMENT SERVICES

Betat Advisories LLC in Auburn assisted with development at a cost of \$10,000.

ADMINISTRATIVE SERVICES

Betat Advisories LLC will also perform administrative services for an amount not to exceed 10% of payment earned of the Contract.

TRAINING VENDORS

To Be Determined

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Commercial Skills

- Air Conditioning
- Air Conditioning Maintenance and Troubleshooting
- Air Flow
- Basic Electricity
- Biomedical Principles
- Boiler Basics
- Boiler Components
- Boiler Piping
- Charging a System
- Chemical Treatment for Wastewater
- Chemical Use and Safe Handling
- Chilled Water
- Compressors
- Condensers
- Conduction, Convection, Radiation
- Conduit Bending and Wire Pulling
- COVID-19 Hazard Awareness Training
- Drawing Diagrams
- Eaton Controllers
- Electrical Circuits
- Electrical Meters
- Electrical Safety
- Electrical Symbols and Diagrams
- Electricity and Motor Controls
- Electro-Magnetism
- Electron Theory
- Electronic Controls
- Energy Efficiency
- Equipment Operation
- Feed Water Components to Boiler Systems
- Green Buildings
- Handling Equipment that Could Release Ozone Depleting Refrigerants into the Atmosphere.
- Heat Exchangers
- Heat Pumps
- Identifying Symbols in a Logic Diagram
- Installing and Using Gauges
- Math for Engineers
- Measuring Current
- Medical Equipment Control
- Medical Equipment Maintenance Management

- Micrologic Controllers
- Motors
- Multi-Wire Circuits
- Ohms Law
- Physics of Biomedical Equipment
- Power Factor and Efficiency
- Programming and Troubleshooting Controls
- Programmable Logic Controls
- Protection Devices
- Records and Reports
- Refrigerant Gauges
- Refrigeration
- Refrigeration Cycle
- Refrigeration Maintenance and Troubleshooting
- Repairs and Maintenance
- Safe Working Conditions
- Safety Considerations for Electricity
- Series and Parallel Circuits
- Sewage and Sludge Treatment
- Taking Measurements
- Teco Controllers
- Theory of Heat
- Tools, Hardware and Test Equipment



**Training Proposal for:
Bernards Bros. Inc.**

Contract Number: ET23-0178

Panel Meeting of: October 28, 2022

ETP Regional Office: North Hollywood

Analyst: D. Tran

PROJECT PROFILE

Contract Attributes:	Priority Rate Retrainee SET	Industry Sector(s):	Construction (C) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Orange, Fresno, San Luis Obispo, Los Angeles, San Bernardino	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Number of Employees in:	CA: 330	U.S.:330	Worldwide: 330
<u>Turnover Rate:</u>	17%		
<u>Managers/Supervisors:</u> (% of total trainees)	N/A		

FUNDING DETAIL

In-Kind Contribution
\$395,304

Total ETP Funding
\$310,500

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Priority Rate SET	Business Skills; Commercial Skills; Computer Skills; Continuous Impr; Management Skills; OSHA 10/30	300	8-200	0	\$1,035	\$29.41
				Weighted Avg: 45			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: Job Number 1: \$29.41/Hour Statewide SET Modified Wage.
Health Benefits: Yes No This is employer share of cost for healthcare premiums – medical, dental, vision.
Used to meet the Post-Retention Wage?: Yes No Maybe
 Up to \$2.50 per hour may be used to meet the Post-Retention Wage for Job Number 1.

Wage Range by Occupation – Job Number 1		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Administrative		65
Management		31
Project Engineer		65
Project Manager		70
Superintendent		69

INTRODUCTION

Founded in 1974, and headquartered in San Fernando, Bernards Bros. Inc. (Bernards Bros) is a multidisciplinary commercial builder and construction management company that provides a full range of construction services in all aspects of general contracting, construction management and planning, and program management. Customers consist of developers, corporations, educational institutions, and public agencies. The Company has four additional satellite locations located in Irvine, Ontario, Fresno, and San Luis Obispo that will participate in this training proposal. This will be Bernards Bros' second ETP contract; second within the last five years.

Veterans Program

The Company doesn't have a specific veteran's outreach program at this time; however, it is enhancing recruiting efforts to create a more diverse workforce, including veterans. In addition, the Company currently has several veterans employed at the Company.

PROJECT DETAILS

During previous contract, Bernards Bros hired a significant amount of new employees which has created the need for increased training and skills development. The training in this proposal will build upon the skills learned and developed previously and will provide enhanced, in-depth training to develop in-house experts and more knowledgeable staff.

The construction industry is constantly changing and evolving. New regulations, efficiency standards, design techniques, building methods, and new materials are constantly improving. The Company needs to continuously provide training to all employees to ensure the workforce is up to date on all new regulations as well as industry standards. Additionally, the Company recently invested \$300,000 in new software that the entire organization will be trained on. This software includes new drafting programs such as Bluebeam, P6, and Autodesk, document control and viewing, Cornerstone for both learning and document tracking, Emplify and Procore which are all-encompassing software that manages various aspects of construction projects across the organization. Training across the entire organization will greatly enhance cross functional unit workflow and will allow employees to efficiently communicate between units and departments.

The construction management industry is becoming more competitive and is heavily consolidating. Timely, effective training is needed to allow Bernards Bros to compete with not only construction companies of a similar size but also against those that are much larger. Its business is performance-based where the ultimate goal is to provide clients with highly educated and well trained staff that will lead projects to completion ahead of schedule, using the least amount of resources, and saving the most money on project completion estimates. Since the industry as a whole is experiencing heavy consolidation, the Company has seen a growth and increase in its foot print, employee count, and the types of products and services provided. Bernards Bros is now delivering a full service portfolio to a variety of clients. These services include pre-construction and estimating, general contracting consulting, construction project management, design-build, integrated project delivery, LEED (sustainable development), and various developer support services. Due to the scope of services and level of knowledge employees must have in the construction industry, extensive training will be provided to all employees in the organization. This will create an efficient workforce that can work in cross functional units, on job sites where multiple vendors and subcontractors are involved, and on large scale community projects with extensive workflows and tight time and funding constraints. Projects managed by Bernards Bros range from \$5 million to \$500 million. This training is custom tailored to the internal processes, workflows, tools and techniques used by the company. Training will not duplicate any apprenticeship training programs.

Training Plan

Training will be delivered via Class/Lab and E-Learning.

Business Skills: Training will be offered to all occupations. Training will be focused on core skills that every employee must have when working in the field and with clients. Topics include Business Writing, Customer Service, Time Management, and Estimating.

Commercial Skills: Training will be offered primarily to project engineers, project managers, and management. Training will focus on enhancing field skill sets where employees are typically the first line of communication and contact. Topics include Bidding Techniques, Inspection Best Practices, and Pre-Construction Scheduling.

Computer Skills: Training will be offered to all occupations. Training on newly implemented software is critical for the entire organization. Proficiency on all new systems will be developed and tested. Topics include Procore, ViewPoint, and Cornerstone.

Continuous Improvement: Training will be offered to all occupations. Training will focus on enhancing companywide efficiency, improving time and project management, and implementing Lean construction processes. Topics include Lean techniques, Strategic planning, and Decision Making Skills.

Management Skills: Training will be offered to management and superintendents. Training will focus on building highly productive teams and training upcoming leaders within the organization. Topics include leadership development, team building, and employee coaching.

Certified Safety Training

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

Special Employment Training

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

➤ Wage and Retention Modifications

For trainees employed in a priority industry, the Panel may modify the wage up to 25% below the statewide average hourly wage (from \$39.21 to \$29.41). The Company requests this modification.

Commitment to Training

Bernards Bros spends over \$1 million annually in training. This is to ensure that all employees are up to date on industry certifications and meeting regulations for new standards on safety, design, and occupational role related training. The company is committed to having a well-educated and well trained workforce so that when employees are deployed into the field, they are knowledgeable and able to communicate with all parties involved on the project.

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

➤ Training Infrastructure

The Director of HR, Learning and Development will be responsible for managing and administering the ETP training program along with designated staff. This person will be the primary point of contact to ETP. In addition, the Sr. HR Administrator will assist in coordinating the training locations, collection of rosters, and uploading/tracking hours in the ETP systems. Training will be delivered by in-house subject-matter experts and, if necessary, vendors.

PRIOR PROJECTS

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

Contract No.	Location (City)	Term	Approved Amount	Payment Earned	
				\$	%
18CS-0009	San Fernando	07/03/17 – 07/02/19	\$127,224	\$127,224	(100%)

DEVELOPMENT SERVICES

N/A

ADMINISTRATIVE SERVICES

N/A

TRAINING VENDORS

To Be Determined

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Accounting/Auditing
- Active Listening
- Business Writing
- Coaching
- Communication Skills
- Contract Management
- Customer Relations
- Effective Meetings
- Estimating
- Financial Risk Analysis
- Forecasting and Budgeting
- Goal Setting
- Interpersonal Skills
- Job Costing
- Leadership Development
- Managing Change
- Marketing & Business Development
- Product Knowledge
- Project Management
- Report Writing
- Time Management
- Customer Service
- Scheduling Training
- Presentation Training
- Public Speaking Training
- Customer Service Training

Commercial Skills

- Bidding Techniques
- Plan Reading/Deciphering
- Building Codes
- Construction Best Practices
- Construction Defects
- Construction Math
- Construction Techniques
- Estimating Procedures and Processes
- Field Operation Procedures
- Green Construction
- Inspection Best Practices
- Leadership Energy Environmental Design (LEED)
- Pre-Construction Scheduling

- Quality Control
- Surveying
- Training Workshop
- Presentation Best Practices
- LEED Training
- Sustainability Training
- Heat Illness Prevention
- Scaffold Use for Construction

Computer Skills

- Accounting Applications
- E-Mail Marketing Tools
- Adobe
- BIM Building Information Modeling –Virtual Construction
- BlueBeam
- Computer Aided Design (CAD) - Auto Desk
- Cost Reporting/ Job Site Financial Applications
- Engineering and Document Control
- Estimate Breakdown
- Estimating Software Applications
- Microsoft Office (Intermediate)
- MS Project
- Navisworks
- New Time-Keeping System
- Onscreen Takeoff
- P6 Scheduling
- Revit
- Scheduling Software
- SQL Server – Microsoft Software
- FoxIt
- Duo
- Office at Hand
- Procore
- Vista
- ViewPoint
- Textura
- Egnyte
- Cornerstone

Continuous Improvement Skills

- Best Practices
- Change Management
- Coaching
- Decision Making Skills
- Leadership Development
- Managing Conflict
- Problem Solving/Process Improvement
- Time Management

- EQ Training
- Lean Construction Techniques and Processes
- Green Building Design and Construction
- Strategic Planning

Management Skills (Managers/Supervisors/Leads Only)

- Leadership Development
- Team Building
- Executive Coaching

Safety Skills - OSHA 10 (Certified-OSHA Instructor)

- Cal OSHA 10-Hour Construction - Training

Safety Skills - OSHA 30 (Certified-OSHA Instructor)

- OSHA 30-Hour Construction - Training



Retrainee-Job Creation

Critical Proposal for:

Relativity Space, Inc.

Contract Number: ET23-0167

Panel Meeting of: October 28, 2022

ETP Regional Office: North Hollywood

Analyst: L. Vuong

PROJECT PROFILE

Contract Attributes:	Job Creation Initiative Priority Rate Retrainee	Industry Sector(s):	Manufacturing (E) Aerospace Related Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Los Angeles	Repeat Contractor:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Number of Employees in:	CA: 597	U.S.: 734	Worldwide: 734
<u>Turnover Rate:</u>	5%		
<u>Managers/Supervisors:</u> (% of total trainees)	19%		

FUNDING DETAIL

In-Kind Contribution
\$500,400

Total ETP Funding
\$383,640

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Critical Proposal Priority Rate	Business Skills, Commercial Skills, Computer Skills, HazMat.	550	8-200	0	\$460	\$21.73
				Weighted Avg: 20			
2	Critical Proposal Job Creation Priority Rate	Business Skills, Commercial Skills, Computer Skills, HazMat.	284	8-200	0	\$460	\$21.73
				Weighted Avg: 20			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: \$21.73 per hour for Los Angeles County.
Health Benefits: Yes No This is employer share of cost for healthcare premiums – medical, dental, vision.
Used to meet the Post-Retention Wage?: Yes No Maybe
 Although employer provides health benefits, they are not being used to meet Post-Retention Wage.

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1		
Engineer		210
Manager/Supervisor		110
Manufacturing Technician		20
		88
Support Staff		10
		112
Job Number 2 (Job Creation)		
Engineer		116
Manager/Supervisor		52
Manufacturing Technician		4
		59
Support Staff		7
		46

CRITICAL PROPOSAL

Relativity Space, Inc. (Relativity Space) is designated as a “Critical Proposal” recommended by the Governor’s Office of Business and Economic Development based on business growth and expansion of its California operations. Relativity Space is expanding its existing facility including building additional one million square feet space to its Long Beach facility and hiring at least an additional 284 new employees in the next two years. The Company plans to launch its first rocket, Terran 1 in the next coming year. Training under this proposal will provide staff with extensive training on new products, services and technologies.

INTRODUCTION

Founded in 2015, Relativity Space (www.relativityspace.com) designs, develops and manufactures guided missile and aerospace transportation systems. Its long-term goal is to upgrade humanity's industrial base on Earth and on Mars. Its products and services include proprietary metal 3D printing technology, artificial intelligence and autonomous robotics. Relativity Space offers a radically simplified supply chain, building a rocket with 100x fewer parts in less than 60 days. Customers include NASA, US government, commercial organizations, flying communications constellations, demonstration satellites, and orbital transfer vehicles.

Headquartered in Long Beach, the Company has facilities in Stennis (Mississippi), Canaveral (Florida) and Washington DC. This will be Relativity Space's first ETP Contract. This training proposal will target workers at Long Beach where all training will take place.

Veterans Program

Although there is not a Veterans' component in this proposal, Relativity Space continuously recruits and hire Veterans to join its workforce.

PROJECT DETAILS

The need for training is critical and driven by new products and businesses, customer demands, industry regulatory requirements, complex technological systems, and continued training and development. The manufacturing and launching of its first rocket, Terran 1 requires increased manufacturing and expansion of facility and workforce capacity. The Company also invested \$200,000 in new equipment, including 3D printing machines, to assist with the manufacturing of Terran 1. Once Terran 1 is completed, the Company will quickly shift focus to begin development of its second rocket, Terran R.

In addition, Relativity Space is operating in a highly competitive aerospace industry. The ability to maintain the technical expertise of its workforce provides competitive advantages in acquiring new business. As such, the Company is continually striving to meet customer's expectations and demands by delivering the best products and services in a constantly changing environment. ETP funding will allow its workforce to be part of the Company's vision to continue leading the rocket manufacturing and aerospace marketplace, attracting new and bigger projects, and servicing its customers with the most cutting-edge products and services. Workers will gain the skills and experience needed for optimal job performance, which will increase retention, attract new customers, and promote and support continued growth.

Retrainee - Job Creation

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

To support the increase in production, new products, and operations, Relativity Space has committed to hiring 284 new employees (Job Number 2) at its Long Beach facility over the next two years. Relativity Space will train these employees to learn and operate sophisticated equipment, technology systems, and computer programs. Trainees will also have a better understanding of the Company's business operations. The date-of-hire for trainees will be within the three-month period before contract approval or within the term-of-contract.

Training Plan

The Company's training plan will provide workers with the necessary manufacturing and technical skills required to integrate new products and service, meet industry standards, adapt to new

technologies and systems, develop more innovative products, exceed customer expectations, design a quick response time and reduce costs. Relativity Space has developed a company-wide program to modernize business operations and procedures. Training will be delivered via Class/Lab, Videoconference, and E-Learning by in-house experts and vendors as needed in the following:

Business Skills: This training will be offered to all occupations with emphasis on productivity, interfacing with customers, project management and company updates. Trainees will learn to perform business-related tasks with greater efficiency and interact more effectively with internal and external customers.

Commercial Skills: This training will be offered to all occupations and assist trainees to handle various customer and industry requirements and procedures.

Computer Skills: This training will be offered to all occupations in skills necessary to support the Company's security system, programming and network administration. Trainees will learn to effectively use the Company's highly technical automated systems to provide efficient and effective customer services and tools to effectively perform job functions.

Hazardous Materials: This training will be offered to all occupations. Trainees will learn proper techniques, knowledge and communication on handling chemicals and hazardous materials and practicing safety protocols.

Alternate Recordkeeping

Staff has reviewed and approved the Company's request to use an alternate recordkeeping method.

Commitment to Training

Relativity Space has a current annual training budget of approximately \$1.8 million and includes basic job skills and safety training, new-hire orientation, diversity, operations, anti-harassment, and compliance training.

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

➤ Training Infrastructure

Training is scheduled to begin upon Panel approval. Relativity Space has designated four staff, including a Head of Talent Development and three team members of Learning Development to oversee training and all administrative responsibilities. The Company also retained Aescher Consulting to support project administration duties.

DEVELOPMENT SERVICES

Relativity Space retained Aescher Consulting in Pasadena to assist with development of this proposal for a flat fee of \$5,000.

ADMINISTRATIVE SERVICES

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

TRAINING VENDORS

To Be Determined

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

Trainees may receive any of the following:

Business Skills

- Accounting
- Authentic Leadership
- Building Solid Teams
- Business Acumen
- Business Development
- Business Initiatives
- Business Systems
- Career Development
- Change Management
- Coaching Skills
- Collaboration
- Communication Skills
- Company Updates
- Conflict Management
- Conflict Resolution
- Continuous Improvement
- Crucial Conversations
- Culture & Traditions
- Customer Experience
- Customer Solutions
- Customer Success
- Delegation
- Design Thinking
- Difficult Conversations
- Diversity, Equity & Inclusion (DEI)
- Documentation Review
- Effective 1:1s
- Effective Communication
- Emotional Intelligence
- Employee Engagement & Action Planning
- Employee Resource Group Training
- Executive Development
- Feedback Skills
- Financial Acumen
- Financial Tools
- Focus & Prioritization
- Global Leadership
- Goal-Setting
- Growth & Partnerships
- Industry Trends
- Influence & Persuasion
- Innovation
- Intercultural Training
- Interviewing Practices
- Internship Training

- IP Intellectual Property Training
- Leadership Development
- Leadership Styles
- Leading Teams
- Manager Training
- Marketing
- Meeting Management
- Negotiation
- Performance Management
- People Team Continuous Learning
- Presentation Skills
- Productivity & Prioritization
- Project Leadership
- Project Management
- Sales Operations
- Sales Skills
- Shareable Content Object Reference Model Training (SCORM)
- Strategic Planning
- Systems Administration
- Team Building
- Team Strengths
- Third Party Confidentiality Training
- Time Management
- Train the Trainer Training
- Trust Building
- Unconscious Bias Training
- Understanding Relativity

Commercial Skills

- 3D Printing Operations
- Additive Development
- Advanced Techniques (New Products, Processes, and Tools)
- Avionics
- Compliance
- Confined Space Awareness
- Data Science
- Emergency Action Planning
- Engine Development
- Engineering
- Environmental Requirements
- Equipment Operations
- Fabrication
- Finite Element Modeling and Postprocessing (FEMAP)
- Geometric Dimensioning and Tolerancing (GD&T)
- Good Documentation Practices/Good Manufacturing Practices
- Health & Safety
- Heating, Ventilation, and Air Conditioning (HVAC)
- Injury/Illness Prevention Program
- International Traffic in Arms Regulations (ITAR)
- Lockout Tagout Training (LOTO) Awareness
- Machine Operations

- Maintenance Procedures
- Motors and Electrical Systems
- Personal Protective Equipment (PPE) Training
- Product Quality (PQ)
- Product Training
- Quality Assurance
- Robotics
- Supply Chain Operations
- Terran 1 Training
- Terran R Training
- Test & Launch
- Tooling
- Vehicle Engineering

Computer Skills

- Adobe Suite
- Alchemy ERP
- Box
- Business Systems
- Computer-Aided Design (CAD)
- Confluence
- CyberSecurity
- Design Software
- Engineering Software
- Expensify
- Finance Software
- Google Suite
- Greenhouse
- Human Resource Software
- Jira
- Learning Management Systems
- Manufacturing Software
- Office 365
- Pave
- Peakon
- Safety Software
- Sales Software
- SiQ
- Slack
- TripAction
- WorkDay
- Zoom
- 15Five

Hazardous Materials Skills

- Classification of Hazardous Products
- Compliance with Federal Hazardous Material Regulations
- Hazardous Waste Operations
- Incident Report
- Materials Handling
- Waste Management



Training Proposal for:
United Parcel Service, Inc.
Contract Number: ET23-0172

Panel Meeting of: October 28, 2022

ETP Regional Office: North Hollywood

Analyst: M. Reeves

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate	Industry Sector(s):	Services (G) Transportation Warehousing (48-49) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Statewide	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Teamsters Joint Council 42		
Number of Employees in:	CA: 24,513	U.S.: 211,084	Worldwide: 269,027
<u>Turnover Rate:</u>	15%		
<u>Managers/Supervisors:</u> (% of total trainees)	10%		

FUNDING DETAIL

In-Kind Contribution
\$619,200

Total ETP Funding
\$414,000

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Priority Rate	Commercial Skills, Management Skills	500	8-200	0	\$828	\$21.57
				Weighted Avg: 36			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: \$23.53 per hour for Alameda, Marin, San Mateo, Santa Clara and San Francisco counties; \$23.30 per hour for Contra Costa County; \$21.73 per hour for Los Angeles County; and \$21.57 per hour for all other counties.

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

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

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

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Driver		350
		100
Supervisor/Manager		50

INTRODUCTION

Founded in 1907 and headquartered in Atlanta, GA, United Parcel Service, Inc. (UPS) is a global leader in logistics, offering a broad range of solutions including: package transportation and freight, international trade facilitation, and advanced technology deployment. UPS also provides industry-specific customer solutions in healthcare and e-commerce. The Company serves more than 220 countries and territories worldwide. UPS has approximately 105 California locations and over 24,500 full-time California workers.

The Company’s package volume increased across all products during 2020, with the strongest growth occurring in residential ground services. This volume growth was primarily driven by business-to-customer e-commerce activity, which grew by an estimated 33%, partly due to the COVID-19 pandemic. UPS also experienced volume growth of 14.8% from small and medium sized business during the same period. UPS attributes a significant percentage of its recent accelerated growth to the Company’s investments to improve both its time-in-transit numbers and its Digital Access Platform.

Additionally, the Company has broadened its market coverage through the successful implementation of weekend service. UPS is the only carrier that provides both commercial and residential pickup and delivery services on Saturdays as a general service offering.

Looking forward, UPS plans to continue expanding service offerings, increasing package volume, and adding new facilities to support the Company's commitment to doing business in California.

This will be UPS' eighth ETP Contract, and the second in the last five years.

Veterans Program

UPS has not included a separate component for Veterans in this proposal. However, UPS believes that U.S. Veterans, reservists and National Guard members are good for business, and the Company currently employs thousands of individuals who have served or currently serve in the military.

Union Support

The Drivers included in this proposal are represented by various local unions affiliated with the International Brotherhood of Teamsters. Accordingly, Teamsters Joint Council 42 has submitted a letter of support for this training project.

PROJECT DETAILS

The proposed UPS Integrat and Management Skills training differs from the previous ETP project in a number of ways. Firstly, while all training in the previous contract was delivered at the UPS training facility in Menlo Park, the Company now has two California training facilities: Menlo Park in Northern California and the new Mobile Training Academy in Southern California (Riverside). This increased training capacity allows UPS to build upon and expand the Company's employee training initiatives.

As technology changes and improves, employees must be sufficiently trained to continue performing tasks effectively. UPS is investing heavily in R&D, automation technology, software and alternative fuel technologies. Additionally, due to the COVID-19 pandemic and related CDC guidelines, the Company's Operations Safety and Training Group developed a Virtual Service Provider Training model that is now an added dimension to the UPS training program. The Company's newer service offerings such as weekend service (including Saturday delivery and Sunday pick-up), and the UPS Access Point locker system require enhanced employee training in the areas of customer service and package handling.

This proposal includes a revamped training plan designed to support continued growth through innovative technology, process improvements and new service offerings. Some curriculum topics are repeated from the previous contract; however, technology advancements and business improvements dictate that the subject matter be updated regularly. Additionally, most of the trainee population will be comprised of newly hired Drivers going through the Integrat training program for the first time, so there will be no duplication of training from the previous ETP Contract.

Training Plan

All training will be delivered via Class/Lab and E-Learning. Laboratory training will include simulated, hands-on instruction through the use of "mock town" learning stations and various in-car virtual reality simulations.

Commercial Skills: Training will provide Drivers with extensive knowledge and skills to perform package handling and delivery tasks in a safe and efficient manner. Training will include package selection procedures, customer service and package handling, scheduling and planning skills, and new technology skills.

Management Skills: Training will be offered to Supervisors/Managers. Areas of emphasis will include communication skills, coaching, and work measurement tools.

Alternate Recordkeeping

Staff has reviewed and approved the Company's request to use an alternate recordkeeping method.

Commitment to Training

ETP funds will not displace the existing financial commitment to training. UPS spends an estimated \$7.9 million on training for its California workforce. Company-funded training includes new hire orientation, sexual harassment prevention, diversity training, and on-the-job training. Safety training is provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

The Region Tax Manager will oversee project administration. Additionally, both training facilities, Menlo Park and the Mobile Training Academy in Riverside, are staffed with four training supervisors and one training manager per location. The Integrad Management team will work with District HR teams to coordinate the scheduling, tracking, and documentation of training. Training will be provided by in-house experts at both training facilities. The Company has a training plan in place and is prepared to begin training upon contract approval.

PRIOR PROJECTS

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

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
ET19-0201	Statewide	09/03/18 – 09/02/20	\$308,334	\$281,329 (91%)

The greater training capacity along with the number of new Drivers represents a larger training plan than the last Contract. However, UPS has developed infrastructure to manage this larger training plan.

DEVELOPMENT SERVICES

N/A

ADMINISTRATIVE SERVICES

N/A

TRAINING VENDORS

N/A

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Commercial Skills

- Driver Service Provider (DSP)
 - Training on DIAD application and functionality (Delivery Information Acquisition Device)
 - UPS Service Offerings/Customer Logistics
 - ORION (On Road Integrated Optimization and Navigation)
 - Miles Reduction/Area Trace/Planning Ahead
 - Customer Delivery/Pickup Solutions
 - Space and Visibility
 - Five Seeing Habits/10 Point Commentary
 - Virtual Reality/Driver Simulator
 - On Road Application/Evaluation
 - Safe Work Methods
 - Slips and Falls
 - Lift and Lowering
 - On/Off Vehicle (3-points of Contact)
 - Smooth Start/Stop Car Routine
 - Inside AM/PM Routine
 - Package Selection Methods/Procedures
 - Customer Focus/Service/Package Handling
 - Smalls Containerization
 - Integration Station Training Simulation
 - Delivery and Pickup Methods/Stops

- Virtual Service Provider (VSPT)
 - Training on DIAD application and functionality (Delivery Information Acquisition Device)
 - On-Car Safety – Smooth Start/Stop Car Routine
 - Inside AM/PM Routine
 - Space and Visibility
 - Five Seeing Habits/10 Point Commentary
 - Rules of Backing/Park Safe
 - On Road Application/Evaluation
 - Safe Work Methods
 - Delivery Methods/Driver Release
 - Package Selection Methods/Procedures
 - Customer Focus
 - Relate/Respond/Refer
 - Pick-up Methods/Drop Box
 - Integration Station Training Simulation
 - Delivery and Pickup Methods/Stops

Management Skills (Managers/Supervisors/Leads Only)

- Managing Performance (MP) for on Road Management
 - Defining Management Roles and Responsibilities
 - Effective Communication and Coaching Skills
 - DOT/OSHA Regulations
 - Management Tools – Loop Principles and Dispatch/Work Measurement/Operation Systems and Reports/Telematics
 - Delivery and Pickup Method Applications
 - OJS (On Job Supervision) Preparation
 - Formalizing Post OJS Review
 - Developing Strategic Action Plans
 - Center Planning Meeting/Role Plays
 - Volume Development
 - Defining/Understanding Driver Responsibilities
 - Hands on Training – On Road/Integration Station Method Application
 - Safe Work Methods
 - Space & Visibility
 - Define the Five Seeing Habits/10 Point Commentary
 - Apply the Safe Driving Methods through Demonstration
 - The Running Commentary is a Combination of the 5 Seeing Habits/10 Point Commentary
 - Drive Drill
 - On Car Observations/Activities
 - Pre/Post Course Requirements



TEAMSTERS JOINT COUNCIL 42

INTERNATIONAL BROTHERHOOD OF TEAMSTERS

"TO PROTECT AND SERVE AMERICA'S WORKFORCE"

September 6, 2022

Employment Training Panel
1100 J Street
Sacramento, CA 95814

Dear Panel Members,

I am the President of Teamsters Joint Council 42, based in Southern California. Many local unions affiliated with the IBT represent UPS employees throughout California.

The Teamsters are ardent supporters of employee training and we recognize the importance and crucial role that the ETP Training Program plays in the development of our members.

We support UPS in its efforts to secure funding for this training. Specifically, the training done with our members who are full-time package car and tractor-trailer drivers provides them with the knowledge and skills necessary to compete in this very difficult and competitive business environment.

The approximate number of trainees from the following occupations will be participating in this project: 500 trainees / job title - package car driver

Exhibit E

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

Employment Training Panel

Page 2

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

Sincerely,

A handwritten signature in black ink that reads "Randy Cammack". The signature is written in a cursive style with a large, looping initial "R".

Randy Cammack

President

RC.cm



**Training Proposal for:
Vitas Healthcare Corporation of California**

Contract Number: ET23-0169

Panel Meeting of: October 28, 2022

ETP Regional Office: North Hollywood

Analyst: D. Tran

PROJECT PROFILE

Contract Attributes:	Medical Skills Training Priority Rate Retrainee SET	Industry Sector(s):	Services (G) Healthcare (62) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Los Angeles, Orange, San Diego, Venutera, Santa Clara, San Joaquin, Sacramento, Santa Clara, San Mateo, Riverside, Contra Costa	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Number of Employees in:	CA: 1,398	U.S.: 8,675	Worldwide: 8,675
<u>Turnover Rate:</u>	2%		
<u>Managers/Supervisors:</u> (% of total trainees)	12%		

FUNDING DETAIL

In-Kind Contribution
\$839,661

Total ETP Funding
\$499,928

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Medical Skills Training Priority Rate SET	Computer Skills; Continuous Improvement Management Skills; Medical Skills Didactic; Medical Skills Preceptor;	572	08-200	0	\$874	\$29.41
				Weighted Avg: 38			

*Post-Retention Wage is the Contractual Wage.

<p>Minimum Wage by County: \$29.41/Hour SET Modified Statewide Average.</p> <p>Health Benefits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No This is employer share of cost for healthcare premiums – medical, dental, vision.</p> <p>Used to meet the Post-Retention Wage?: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Maybe</p> <p>Up to \$2.50 per hour may be used to meet the Post-Retention Wage for Job Number 1.</p>
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Wage Range by Occupation – Job Number 1		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Licensed Practical Nurse (LVN)		162
Registered Nurse (RN)		351
Social Worker (SW)		59

INTRODUCTION

Founded in 1978, Vitas Healthcare Corporation of California (Vitas Healthcare), is a provider of hospice services to both adult and pediatric patients. Vitas Healthcare focuses on non-curative hospice care for the terminally-ill and offers two levels of services (hospice and palliative care). Hospice care is a collaborative approach to providing comfort to patients and their families as well as preserving dignity while offering options and choices that go far beyond accepted medical standards. Palliative Care is a complement to the patients’ medical treatment, by way of managing pain and alleviating symptoms to improve quality of life and providing emotional and spiritual support in dealing with difficult medical issues.

Vitas Healthcare is a wholly owned subsidiary of Chemed. Training will take place at 13 Vitas Healthcare facilities location in Encino, Camarillo, Covina, Irvine, Lancaster, Lathrop, Milpitas, Walnut Creek, Riverside, San Diego, San Mateo, Sacramento, and Torrance. This will be the Company’s fifth ETP contract, and second within the last five years.

PROJECT DETAILS

The healthcare industry is rapidly changing. The industry is increasing with competitors, particularly in the areas of hospice and palliative care which are core services provided by Vitas Healthcare. In addition, the COVID 19 pandemic has resulted in many nurses leaving the profession to retire or pursue other career paths, and the future workforce is becoming increasingly unsure of their career choice in the healthcare industry. This has resulted in an overall industry shortage of nurses, healthcare providers, and general caretakers.

Vitas Healthcare is committed to extensive training of its frontline nursing and caregiver staff to help drive retention of employees through extensive skill development, promotional opportunities, and is focused on developing a committed workforce for the entire organization. In the Company's previous training project, training focused on ensuring all frontline staff have the necessary skills to provide high quality care to patients. The training was primarily on care skills, recent implementation of new technology such as the Care Plan It (CPI) system, and training on specific medical and scientific applications.

This training proposal will enhance the skills developed in its previous contract and will incorporate new training on the future of healthcare and how the industry has shifted due to the COVID 19 pandemic. Vitas Healthcare will train extensively on new care techniques provided through unconventional methods such as tele-health, and tele-care, using much more technology based platforms to connect with patients and their families. Vitas Healthcare is also expanding its training outside of just care focused topics. Vitas Healthcare is implementing new policy changes and workflows that will make the organization leaner and create more efficiencies. The Company recently transitioned to an all-electronic medical record format, introduced the EMMY application for desktop and mobile devices, and virtual reality training for further skill development. All of these changes require extensive training for the frontline staff who are now working in a digital world and having the skills to properly protect confidential private patient healthcare data is essential.

Topics in this curriculum may be similar to their previous proposal however the material and skillsets being developed have been updated due to changing regulations, process changes, and system changes. No trainees will receive duplicative training under this proposal.

Special Employment Training

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

➤ Wage and Retention Modifications

For trainees employed in a priority industry, the Panel may modify the wage up to 25% below the statewide average hourly wage (from \$39.21 to \$29.41). The Company requests this modification.

Training Plan

Computer Skills: This training will be offered to all occupations. Training will focus on the recent implementation of new software that all frontline employees must use in their daily job duties. Topics include Oracle Business Information, Microsoft Teams, and Vx (Virtual Reality) computer training.

Continuous Improvement: This training will be offered to all occupations. Training will focus on new industry standards for providing care, ensuring all staff are engaged in the continued improvement of the organization as a whole and as individual members. Topics include Care Management, Care Planning, Team Building, and Customer Service Skills.

Management Skills: This training will be offered to senior nursing staff (RN's and LVN's). Training will focus on building skills for senior staff members who are ready for promotional opportunities in the organization. Topics include Leadership, Team Manager, and Charge Nurse Training.

Medical Skills: This training will be offered to Registered Nurses. Training will focus on building and enhancing the core essential skills required by all frontline nursing staff. Topics include Core Measures, Patient assessment and care, and hospice nursing care.

Commitment to Training

The company spends approximately \$2 million annually on training. Vitas continues to provide extensive onboarding training for its workforce to build on their foundation of providing the best in high quality care for their patients. ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

Training and the administration of the program will be overseen by the Vice President of Workforce Development and Training, the Chief Nursing Officer, along with five other designated staff members who are responsible for organizing training classes, distributing and collecting the rosters, and uploading the training information into the ETP CEF system.

Electronic Recordkeeping/LMS

The Company will be using their own LMS system, Oracle Cloud LMS. ETP staff has reviewed and approved the system.

PRIOR PROJECTS

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

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
ET19-0255	Los Angeles	10/08/18 – 10/07/20	\$899,080	\$899,080 (100%)

DEVELOPMENT SERVICES

N/A

ADMINISTRATIVE SERVICES

N/A

TRAINING VENDORS

To Be Determined

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Computer Skills

- Vx Computer Training
- Microsoft Teams
- Microsoft Word
- Microsoft PowerPoint
- Power BI
- Oracle Training

Continuous Improvement Skills

- Care Planning and Documentation
- Case Management / Discharge Planning
- Charge Nurse Training / Frontline Leadership Skills
- Communication Skills
- Conflict Resolution Skills
- CORE Measures
- Crisis Prevention Intervention (CPI)
- Critical Thinking Skills
- Culturally Appropriate Care
- Customer Service Skills
- Documentation Skills
- Organization and Time Management Skills³⁵⁹
- Patient and Family Centered Care Skills
- Preceptor Skills (train-the-trainer)
- Performance and Quality Improvement and Procedures Skills
- Team Building Skills
- Utilization Review

Management Skills (Managers/Supervisors/Leads Only)

- Leadership: Employee Promise and the VITAS Difference for Leaders
- Team Manager Leadership Workshop
- Charge Nurse Training / Frontline Leadership Skills

Medical Skills (Didactic)

- Behavioral Health Nursing Skills
- Body Mechanics
- Care of Bariatric Patient
- Care of the Cardiac Patient
- Care of the Stroke Patient
- Care Planning and Documentation
- Central Lines Management
- Chest Tube Care & Management
- Diabetes Care & Management

- Educating the Patient & Family
- Equipment Skills (IV pumps, cardiac telemetry, vital signs, pulse-oximeter, ventilators, specialty beds and mattresses, etc.)
- Evidence Based Practices
- Gastrointestinal Assessment and Management
- Infection Control
- Medical/Surgical Nursing Skills
- Medication Administration & Management
- Moderate Sedation
- New Graduate Nursing Skills
- Nurse Orientation Training for New Grads only)
- Nursing Diagnosis Skills
- Nursing Process Skills
- Oncology Nursing Skills
- Orthopedic Nursing Skills
- Ostomy & Continence Care
- Pain Management (Acute & Chronic)
- Patient Assessment & Care
- Patient Fall Prevention
- Psychiatric Nursing Skills
- Psychotropic Medications
- Renal assessment & Management
- Respiratory Assessment & Care
- Restraints
- Total Parenteral Nutrition (TPN)
- Transfer Techniques
- Triage Nursing Skills
- Ventilator and Tracheotomy Care
- Wound & Skin Care
- Care Planning and Documentation
- Case Management / Discharge Planning
- Communication Skills
- Conflict Resolution Skills
- CORE Measures
- Crisis Prevention Intervention (CPI)
- Critical Thinking Skills
- Culturally Appropriate Care
- Customer Service Skills
- Documentation Skills
- Organization and Time Management Skills
- Patient and Family Centered Care Skills
- Preceptor Skills (train-the-trainer)
- Performance and Quality Improvement and Procedures Skills
- Team Building Skills
- Utilization Review
- Virtual Reality for Admissions
- Virtual Reality for Hospice Aides
- Certification Program for RNs

- COVID-19 training series
- Virtual Visits
- Patient and Caregiver Experience
- Admissions Practicum
- Electronic Health Record System

Medical Skills (Preceptor)

- Patient Assessment & Care
- Geriatric Nursing Skills
- Med/Surge Nursing Skills
- Pre and Post-Operative Care
- Orthopedic Nursing Skills
- Oncology Nursing Skills
- Hospice Nursing Skills



Retrainee-Job Creation

Training Proposal for:

Balfour Beatty Construction, LLC

Contract Number: ET23-0174

Panel Meeting of: October 28, 2022

ETP Regional Office: San Diego

Analyst: J. Lima

PROJECT PROFILE

Contract Attributes:	SET Retrainee Priority Rate Job Creation Initiative	Industry Sector(s):	Construction (C) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	San Diego; Orange; Riverside; Ventura; Sacramento	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Number of Employees in:	CA: 256	U.S.: 256	Worldwide: 30,000
<u>Turnover Rate:</u>	8%		
<u>Managers/Supervisors:</u> (% of total trainees)	N/A		

FUNDING DETAIL

In-Kind Contribution
\$278,400

Total ETP Funding
\$247,020

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee SET Priority Rate	Business Skills, Computer Skills, Comm'l. Skills, OSHA 10/30, Cont. Imp.	249	8-200	0	\$920	\$29.41
				Weighted Avg: 40			
2	Job Creation SET Priority Rate	Business Skills, Computer Skills, Comm'l. Skills, OSHA 10/30, Cont. Imp.	10	8-200	0	\$1,150	\$18.00
				Weighted Avg: 50			
3	Retrainee SET Priority Rate Veterans	Business Skills, Computer Skills, Comm'l. Skills, OSHA 10/30, Cont. Imp.	7	8-200	0	\$920	\$29.41
				Weighted Avg: 40			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: Job Numbers 1 & 3 (SET/Priority Industry): \$29.41 per hour
 Job Number 2 (SET/Job Creation): \$17.89 per hour in San Diego County

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

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

Up to \$2.41 per hour may be used to meet the Post-Retention Wage for Job Numbers 1 & 3.

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Numbers 1 & 3		
Administrative Staff		21
Accountant		19
Project Engineer		40
Project Leader		131
Estimator		11
Safety Technicians		6
Software Technicians		6
Supervisor/Manager (frontline)		22
Job Number 2		
Project Leader		1
		2
		7

INTRODUCTION

Founded in 1933 and headquartered in San Diego, Balfour Beatty Construction, LLC (Balfour), (www.balfourbeattyus.com) is a professional construction management company that provides a full range of construction management, general contracting, design build, integrated delivery and pre-construction services. Balfour's customers include private developers and public entities such as K-12 school districts, community colleges and universities.

Training will occur in five California counties: San Diego, Orange, Riverside, Ventura and Sacramento. This is Balfour's third ETP Contract; and the second in the last five years.

Veterans Program

Balfour employs Veterans and will include seven veteran staff members in this proposal. While the Job Creation portion is not specified to only Veterans they encourage Veterans to apply.

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

PROJECT DETAILS

Balfour's previous project focused on project management and overall operations which helped employees focus on operational excellence. With this type of progress, the goal for this new project is to continue building on our previous work while supplementing training efforts with classes that cover new technology, equipment, and changes in the industry.

Balfour seeks funding to provide training to increase its competitive advantage in the construction industry. Changes in technology, green construction processes, and energy efficiency standards require Balfour's workforce to increase their skill sets to satisfy customer demand.

As the construction industry continues to evolve, the Company continues to see a bigger shift towards sustainable design and energy efficiency technologies. This requires changes in project delivery methods and training to accommodate these changes as they upgrade project management software and technology to support the shift and meet client's needs.

Retrainee - Job Creation

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

Due to Balfour's current workload and aggressive expansion plans to help win projects, build and provide office support for the projects which require more staff to exceed customer expectation and reach company goals, the Company will hire 10 new employees (Job Number 2). The date-of-hire for trainees will be within the three-month period before contract approval or within the term-of-contract.

Training Plan

Balfour's goal is to increase employee productivity, efficiency, and job skills. It hopes to grow its business, ensuring high paying jobs and promoting employee retention/satisfaction. Training will be delivered via Class/Lab and E-learning in the following:

Business Skills: Training will be offered to all occupations to upgrade job skills in project development, negotiations, cost management analysis, front line leadership skills, effective communication and business acquisition. Trainees will learn the skills needed to effectively

identify best practices and ensure project success, as well as reduce uncertainties that occur during transitions from the preconstruction to the construction phase when purchase orders and subcontracts are issued.

Commercial Skills: Training will be offered to Administrative Staff, Accounting, Estimating, Project Engineers, Project Leaders, Safety Technicians and Software Technicians and focus on improving job skills and increasing efficiency. This training will allow staff to work more effectively with internal and external customers. Training will also focus on upgrading knowledge of construction best practices, construction defects, bidding techniques, building codes and pre-construction scheduling. Trainees will learn the skills to deliver better building services for clients' projects.

Computer Skills: Training will be offered to Administrative Staff, Accounting, Estimating, Project Engineers, Project Leaders, Safety Technicians and Software Technicians specific to their job functions. This training will enable trainees to integrate upgraded software applications and implement advanced capabilities into existing operations with rapid response for clients, provide quick turn around on change orders, and interface reports with existing software platforms.

Continuous Improvement: Training will be offered to all occupations to assist in minimizing wasteful activities in all areas of operations. Empowering employees through Frontline Decision Making and Problem Solving will enable further elimination of bottlenecks and improved customer response time. Trainees will learn best management practices on how to contribute to Balfour corporate sustainability goals.

Certified Safety Training

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

Special Employment Training

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

➤ Wage and Retention Modifications

For trainees employed in a priority industry, the Panel may modify the wage up to 25% below the statewide average hourly wage (from \$39.21 to \$29.41). The Company requests this modification for Job Numbers 1 & 3.

Frontline Managers/Supervisors

The trainees that fall within the Manager/Supervisor (frontline) occupation spend the majority of their time directly providing construction services to customers and are given this job title for business reasons. These employees do not have the authority to hire and/or fire Balfour staff.

Commitment to Training

Balfour's training budget in CA is \$100,000 and includes training on project management and overall operations. ETP funds will not displace the existing financial commitment to training.

Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

The ETP training program will be overseen by the Sustainability Project Manager. There is an employee assigned at each office to collect record keeping rosters. A new Operations Training Team has been established to help support the ETP project based off of lessons learned from past projects. Training will be delivered by in-house experts and vendors as needed.

Impact/Outcome

Project Management, Sustainability and Integrated Project Solutions training will contribute toward employees earning the following professional credentials: Leadership in Energy and Environmental Design, Design Build Institute of America, Certified Construction Manager, Planning & Scheduling Professional, Lean Construction Certified, and Certified Professional Estimator.

Alternate Recordkeeping

Staff has reviewed and approved the Company's request to use an alternate recordkeeping method.

PRIOR PROJECTS

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

Contract No.	Location (City)	Term	Approved Amount	Payment Earned	
				\$	%
17CS-0001-000	Multi-County	4/3/17 - 4/2/19	\$302,296	\$216,612	(72%)

The combination of personnel issues and high business demand impacted the training program during the ETP Contract term dates which put a pause on record keeping half way through the contract. Therefore, although some training was not tracked, training was provided beyond funds earned.

Moving forward, Balfour has established steps through lessons learned to keep training and record keeping on track, despite any outside factors, to ensure a successful project outcome within this new ETP Contract. These steps are highlighted in the training infrastructure above.

Balfour would also like to note the success found in its first ETP Contract (ET15-0339), which had a payment earned percentage rate of 90%.

DEVELOPMENT SERVICES

Training Funding Source in Seal Beach assisted with development for a flat fee of \$1,900

ADMINISTRATIVE SERVICES

Training Funding Source will also perform administrative services for a fee of 13% of payment earned.

TRAINING VENDORS

To Be Determined

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

Trainees may receive any of the following:

Business Skills

- Accounting
- Business Acquisition
- Client Relations
- Critical Conversations
- Frontline Leadership
- Negotiation
- Presentation Skills
- Project Management

Commercial Skills

- Environmental Procedures
- Energy Efficiency
- Estimating
- Product Knowledge
- Scheduling
- Construction Procedures

Computer Skills

- Bluebeam
- Customer Relationship Management (CRM)
- Deltek
- Estimating/Preconstruction Software
- Field BIM Management
- Financial Accounting Software
- InDesign
- Job Management System (JMS)
- Microsoft Office
- Smartsheet
- Scheduling Software
- Virtual & Augmented Reality
- Virtual Design & Construction

Continuous Improvement Skills

- Lean Techniques
- Project Delivery Methods
- Quality Control
- Sustainability
- Supplier Diversity
- Zero Waste

Safety Skills - OSHA 10 (Certified-OSHA Instructor)

- OSHA 10

Safety Skills - OSHA 30 (Certified-OSHA Instructor)

- OSHA 30



Retrainee-Job Creation
Training Proposal for:
Bapko Metal, Inc.

Contract Number: ET23-0187

Panel Meeting of: October 28, 2022

ETP Regional Office: San Francisco Bay Area

Analyst: A. Salinas

PROJECT PROFILE

Contract Attributes:	Priority Rate Retrainee Job Creation Initiative	Industry Sector(s):	Manufacturing (E) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	San Diego, Orange	Repeat Contractor:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Number of Employees in:	CA: 230	U.S.: 230	Worldwide: 230
<u>Turnover Rate:</u>	8%		
<u>Managers/Supervisors:</u> (% of total trainees)	8%		

FUNDING DETAIL

In-Kind Contribution
\$453,529

Total ETP Funding
\$327,750

TRAINING PLAN TABLE.

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Priority Rate	Business Skills, Computer Skills, Cont. Imp., Mfg. Skills, PL-Mfg. Skills OSHA 10/30	225	8-200	0	\$1,150	\$21.57
				Weighted Avg: 50			
2	Job Creation Initiative Retrainee Priority Rate	Mfg. Skills, PL-Mfg. Skills OSHA 10/30	50	8-200	0	\$1,380	\$19.07
				Weighted Avg: 60			

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

Minimum Wage by County: Job Number 1: \$21.57 per hour for San Diego and Orange counties
 Job Number 2(Job Creation): \$17.81 per hour for Orange County; \$17.89 per hour for San Diego County.

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

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

Up to \$2.50 per hour may be used to meet the Post-Retention Wage for Job Number 1.

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1 - Retrainee		
Administrative Staff		15
		10
Detailers		34
		15
Fabricators		39
		31
Installers		28
		37
Supervisors/Managers		5
		11
Job Number 2 – Job Creation		
Detailers		10
		5
Fabricators		10
		5

Installers		10
		10

INTRODUCTION

Founded in 1978 and headquartered in Orange, Bapko Metal, Inc. (Bapko) (<https://bapko.com/about/>) is a self-performing contractor specializing in structural steel, miscellaneous steel, and architectural metals. Bapko's largest presence is in Orange and Los Angeles counties. Bapko's work can be found in communities ranging from San Diego to Palo Alto and many counties in between. ETP training will take place at its facilities in Lakeside and Orange, and occurring on job sites.

This will be Bapko's first ETP Contract. The Company will provide training in OSHA 10/30 (safety skills) certification, AutoCad, productivity analysis, and production practices & procedures. As Bapko continues with its expansion efforts, it will maintain training on its current available equipment while also delivering training on new software systems and fabrication equipment.

Veterans Program

Although there is not a separate Veterans' Job Number in this proposal, Bapko is committed to veteran inclusion and encourages veterans to apply for positions within the Company. It also actively posts hiring notices on veteran-job sites.

Retrainee - Job Creation

In this proposal, the Company will hire 50 new employees (Job Number 2). The date-of-hire for trainees will be within the three-month period before contract approval or within the term-of-contract. Turnover Rate penalty is not assessed for job creation. The Panel offers incentives to companies that commit to hiring new employees. Training for newly-hired employees will be subject to a lower post-retention wage.

Bapko's is working to expand its customer base and increase the volume of its contracted projects. The Company must hire more employees to manage its new service division focused on the fabrication of specialty metals and glass. The acquisition of new fabrication equipment aids new and incumbent employees with providing this additional service to current and future customers. Bapko operates out of multiple buildings encompassing over 55,000 square feet, which offer enough space to house the newly hired staff.

PROJECT DETAILS

In order to increase Bapko's work quality and efficiency to meet current and new customer needs, the Company is implementing a Lean process-training program and new system software (Tekla). Through ETP-funded training, it will gain a greater competitive edge in its industry to meet its annual goal of increasing its revenue, greater job retention, and increased volume of job availability in its region.

Training Plan

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

Business Skills: Training will be offered to Administrative Staff and Supervisors/Managers and include Accounting Principles, Employee Stock Ownership and Product Planning.

Computer Skills: Training will be offered to Administrative Staff and Supervisors/Managers and include Banking, Electronic Timecards, Enterprise Resource Planning and AutoCad.

Continuous Improvement: Training will be offered to Administrative Staff and Supervisors/Managers and include Problem Solving/Root Cause Analysis, Process Improvement, Productivity Analysis and Statistical Process Control.

Manufacturing Skills: Training will be offered to Detailers, Fabricators and Installers and include Computer Numerical Control Machining, Fabrication/Installation Techniques, Good Manufacturing Practices and Supply Chain Management.

Certified Safety Training

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

Productive Laboratory

Trainees may produce goods for profit as part of the PL training in the courses identified under the Curriculum. The instructor must be dedicated to training delivery during all hours of training. PL training is necessary so that knowledge from classroom training can be applied to real working scenarios. The Company request a maximum of 20 hours (per trainee) of PL-Manufacturing Skills training to be delivered to Fabricators and Installers. Training will focus on the use of fabrication and installation equipment. The trainer-to-trainee ratio will be maintained at 1:1.

Commitment to Training

The Company’s annual training budget in California is \$100,000. This training includes company-wide orientation training, basic-computer skills, violence in the workplace and sexual harassment prevention. ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

The CFO (dedicated administrator) will oversee the project. Each site (Lakeside and Orange) will have a business-unit leader in charge of project administration, and an administrative assistant at the Company’s Orange location to handle billing and other contract and compliance related issues. Bapko has also hired a third-party subcontractor to assist with ETP administration. Training will be delivered by in-house experts and vendors as needed.

Impact/Outcome

Trainees will have the opportunity to become OSHA 10/30 certified. Bapko will develop its employees’ production skill set to attain proficiency with its software and equipment to meet

requirements of the general contractor while complying with OSHA regulations. The Company also aims to increase individual and organizational productivity by 5-10%, reduce customer defects by 10%, and reduce machine shop defects by 5%.

Alternate Recordkeeping

Staff has reviewed and approved the Company's request to use an alternate recordkeeping method.

DEVELOPMENT SERVICES

Training Funding Source (TFS) in Seal Beach assisted with development for a flat fee of \$1,950.

ADMINISTRATIVE SERVICES

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

TRAINING VENDORS

To Be Determined

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

BUSINESS SKILLS

- Accounting Principles
- Coaching/Mentoring
- Communication/Conflict Resolution
- Contract Administration
- Customer Service
- Decision Making
- Effective Meetings
- Empowering and Motivation
- Frontline Leadership
- Inventory Control
- Leadership Energy Environmental Design
- Order Processing
- Planning - Forecasting for Sales and Service
- Product Planning
- Production Practices & Procedures
- Project Management
- Purchasing
- Sales & Marketing
- Scheduling
- Shipping and Receiving
- Time Management

COMPUTER SKILLS

- Banking
- Estimating
- Enterprise Resource Planning
- AutoCad
- Building Information Modeling
- Information Security Network Management
- SOLIDWORKS (3D CAD design software)
- 3D Design
- System Administration
- Inventor
- Internet/Intranet
- MS Office (Intermediate/Advanced)
- PlanGrid
- ProContractor
- REALTRAC (shop-management software)
- Remote Access System
- Tool Assistant Management
- Visio

- Tekla
- Electronic Timecards

CONTINUOUS IMPROVEMENT

- Just In Time
- Manufacturing Efficiencies
- Problem Solving/Root Cause Analysis
- Process Improvement
- Productivity Analysis
- Quality Management System/Improvement
- Statistical Process Control
- Teambuilding

MANUFACTURING SKILLS

- Best Practices
- Computer Numerical Control Machining
- Electrical Assembly
- Electro Static Discharge
- Equipment Operation and Maintenance (Press Brake)
- Fall Protection
- Fabrication/Installation Techniques
- Good Manufacturing Practices
- Inventory Control
- Job Site Procedures
- Laser Technician
- Lean Manufacturing
- Material Requirements Planning
- Preventive Maintenance
- Scaffolding
- Shipping/Receiving
- Shop Procedures
- Soldering
- Supply Chain Management
- Trouble Shooting
- Wire Harness
- Assembly Welding

Safety Skills - OSHA 10/30 (Certified-OSHA Instructor)

- OSHA 10
- OSHA 30

Productive Lab (Trainer-to-Trainee Ratio 1:1)

MANUFACTURING SKILLS

- Electrical Assembly
- Wire Harness Assembly
- Fabrication/Installation Techniques
- Scaffolding

- Soldering
- Welding



Retrainee-Job Creation
Training Proposal for:
Bill Howe Plumbing, Inc.
Contract Number: ET23-0186

Panel Meeting of: October 28, 2022

ETP Regional Office: San Francisco Bay Area

Analyst: R. Jackson

PROJECT PROFILE

Contract Attributes:	SET Priority Rate Retrainee Job Creation Initiative	Industry Sector(s):	Construction (C) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	San Diego	Repeat Contractor:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Number of Employees in:	CA: 215	U.S.: 215	Worldwide: 215
<u>Turnover Rate:</u>	3%		
<u>Managers/Supervisors:</u> (% of total trainees)	N/A		

FUNDING DETAIL

In-Kind Contribution
\$325,400

Total ETP Funding
\$298,540

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Priority Rate SET	Business Skills Commercial Skills Computer Skills Continuous Improvement PL- Commercial Skills	175	8-200	0	\$1,357	\$29.41
				Weighted Avg: 59			
2	Job Creation Initiative Retrainee Priority Rate SET	Business Skills Commercial Skills Computer Skills Continuous Improvement PL- Commercial Skills	45	8-200	0	\$1,357	\$20.23
				Weighted Avg: 59			

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

Minimum Wage by County: Job Number 1 (Priority/SET Wage): \$29.41 per hour statewide.
Job Number 2 (Job Creation): \$17.89 per hour for San Diego County.

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

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

Up to \$ 2.50 per hour may be used to meet the Post-Retention Wage for Job Number 1.

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1: Retrainee		
Administrative Staff		10
Field Crew		65
Foreman		5
Leads		10
Installation Staff		35
Team Leads		10
Technicians		40

Job Number 2: Job Creation		
Administrative Staff		5
		5
Field Crew		10
Installation Staff		15
Team Leads		5
Technicians		5

INTRODUCTION

Founded in 1980 and headquartered in San Diego, Bill Howe Plumbing, Inc. (Bill Howe) (<http://www.billhowe.com>) provides residential HVAC, insulation, plumbing installation and repair services to homeowners and tenants within the greater San Diego area. Training will take place at the Company's single location in San Diego.

This will be Bill Howe's first ETP Contract.

Veterans Program

Even though this proposal does not include a Veteran's component, the Company accepts referrals from the Employment Development Department (EDD) and considers qualified veterans for new openings as a part of its regular hiring process.

Retrainee - Job Creation

In this proposal, the Company will hire 45 new employees (Job Number 2). The date-of-hire for trainees will be within the three-month period before contract approval or within the term-of-contract. The Panel offers incentives to companies that commit to hiring new employees. Training for newly-hired employees will be subject to a lower post-retention wage.

Due to business-capacity growth, Bill Howe is prompting the need for additional hiring and the need to deliver additional customized vocational training. The Company has ample room in its existing facility to accommodate newly hired staff. The rapid growth in San Diego County is attributed to its expanded customer base. Training aims to reduce operating costs and meet rapidly expanding construction schedules resulting from new business contracts and the lifting of widespread COVID-19 related delays.

PROJECT DETAILS

Topics for incumbent trainees are proposed to help the Company upgrade its staff's vocational construction skills. ETP-funded training will help Bill Howe increase its competitive position. The Company's supply-chain costs are rising, so parts, materials, and labor costs can be optimized through upgraded skills to improve efficiency that this proposed training plan addresses.

Training Plan

The following training will be conducted using Class/Lab, E-Learning, or Productive Lab (PL) delivery methods:

Business Skills: This training will be offered to all occupations on course topics such as Cost Control, Partner Relations, and Efficient Materials Sourcing as it pertains to internal/external

customer communication. Administrative Staff and Leads will receive a higher amount of this training due to those occupations' increased need for communication, presentation skills, customer interaction, and problem solving.

Commercial Skills: This training will be offered to Field Crew, Technicians, and Installation Staff on course topics such as Gas installation, Piping Systems and Shoring to increase skills and competencies on specific plumbing, best construction practices, and brand equipment and tools.

Computer Skills: This training will be offered to all occupations on course topics such as Drafting Applications, Inventory Management Systems, Intermediate/Advanced Microsoft Office, and Heavy Construction Software Suites. Internal software is used companywide to process work orders, billing, and track work documentation. Due to application updates and a hiring effort, it has been determined that supplemental training on this software may improve efficiency.

Continuous Improvement: Training will be offered to all occupations. The goal is to improve efficiency and productivity by implementing improved processes throughout the organization. As the Company continues to grow and add new products and technologies, topics such as Change Management, Process Improvement, and Team Management will help the Company work efficiently to remain competitive.

Productive Lab (PL- Commercial Skills)

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

Trainer-to-trainee ratio is 1:1 based on the delivery methods of the Company. The Company represents delivering at this ratio reduces the slowed productivity for the hours the expert trainers are assigned to deliver the training needed to bring the trainees to meet the competency requirements. This training is targeted for Field Crew, Installation and Technician occupations with a maximum request of up to 35 hours of PL per trainee. This is needed to both transfer theory to application and deepen skill set with hands-on training best delivered thru the productive lab method. Productive Lab is requested as the variability of equipment, repair/installation issues is very broad and this is reportedly the most efficient manner to thoroughly train these occupations.

Special Employment Training (SET)

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

➤ Wage and Retention Modifications

For trainees employed in a priority industry, the Panel may modify the wage up to 25% below the statewide average hourly wage (from \$39.21 to \$29.41). The Company requests this modification for Job Number 1.

Commitment to Training

The Company's annual California training budget is \$100,000. Training includes basic orientation, CPR, sexual-harassment prevention, violence in the workplace, and basic computer usage. ETP funds will not displace the existing financial commitment to training. Safety training will continue to be provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

Bill Howe's Training Coordinator (dedicated administrator) will oversee all project administration. Training will be delivered by 20 in-house subject-matter experts, and outside training vendors will be used on a case-by-case basis. The Company has also retained a third-party subcontractor to assist with ETP systems and administrative duties.

Impact/Outcome

- The Company reports ETP funding will support its recent expansion in business contracts and will assist with upgrading vocational construction skills to remain competitive.
- The ETP-training plan is designed to help reduce and mitigate rising operations' costs driven largely by inflation and to help meet construction schedules.

Alternate Recordkeeping

Staff has reviewed and approved the Company's request to use an alternate recordkeeping method.

DEVELOPMENT SERVICES

Bill Howe retained National Training Company (NTC) in Irvine to assist with development of this proposal for a flat fee of \$10,000.

ADMINISTRATIVE SERVICES

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

TRAINING VENDORS

To Be Determined

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

BUSINESS SKILLS

- Budget Review Processes
- Cost Control
- Efficient Materials Sourcing
- Partner Relations
- Planning and Organization
- Project Management
- Site Logistics

COMMERCIAL SKILLS

- Boring Installation
- Commercial Plumbing
- Company Promotion
- Control Panels
- Customer Retention
- Gas Installation
- Heavy Equipment Operation
- House-Line Installation
- Inventory Management
- Job Site Preparation
- Operating Heavy Equipment
- Piping Systems
- Residential Plumbing
- Shoring
- Site Evaluation
- Steel Pipe Handling
- Trenching Operations
- Customer Retention

COMPUTER SKILLS

- Computer Aided Design
- Computerized Reports
- Drafting Applications
- Heavy Construction Software Suites
- Internal Software Application
- Inventory Management Systems
- Intermediate / Advanced Microsoft Office
- Site Management Software
- Communications Software
- Development Technology Applications

CONTINUOUS IMPROVEMENT

- Change Management
- COVID-19 Procedures
- Equipment Storage Procedures
- Logistical Planning
- Process Improvement
- Safety Procedures (no more than 10% of a trainee's total hours)
- Team Building
- Team Management
- Pipeline Development Practices
- Equipment Maintenance Procedures

Productive Lab (Trainer-to-Trainee Ratio 1:1)

PL- COMMERCIAL SKILLS

- Pipe & Tube Benders
- Troches
- Press Fitting Systems
- Pipe Threaders
- Drain Inspection Cameras
- Hydro Jetting Machine
- Heat Shields
- Mole Grips
- Plumbing Operating Procedures
- Ratcheting Pipe Threader
- Construction Electronic Tools



Retrainee-Job Creation
Training Proposal for:
Exo Imaging, Inc.

Contract Number: ET23-0190

Panel Meeting of: October 28, 2022

ETP Regional Office: San Francisco Bay Area

Analyst: S. Wang

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate Job Creation Initiative	Industry Sector(s):	Manufacturing (E) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Santa Clara	Repeat Contractor:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Number of Employees in:	CA: 120	U.S.: 160	Worldwide: 180
<u>Turnover Rate:</u>	1%		
<u>Managers/Supervisors:</u> (% of total trainees)	15%		

FUNDING DETAIL

In-Kind Contribution
\$710,000

Total ETP Funding
\$285,200

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Priority Rate	Business Skills, Computer Skills, Cont. Impr., Mgmt. Skills, Mfg. Skills	100	8-200	0	\$1,380	\$28.85
				Weighted Avg: 60			
2	Job Creation Initiative Retrainee Priority Rate	Business Skills, Computer Skills, Cont. Impr., Mgmt. Skills, Mfg. Skills	80	8-200	0	\$1,840	\$28.85
				Weighted Avg: 80			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: Job Number 1: \$23.53 per hour for Santa Clara County
Job Number 2 (Job Creation): \$19.61 per hour for Santa Clara County

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

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

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

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1: Retrainee		
Administrative Staff		3
Associate Director of Product Engineering Integrity		1
Controller		1
Director of Finance		1
Engineers		59
Inspectors		1
Managers/Supervisors		18
Sales Account Executive		1
Specialist		4
Systems Architect		7
Technicians		6
Web Developer/Designers		1
Job Number 2: Job Creation		
Administrative Staff		4
Associate Director of Product Engineering Integrity		1

Engineers		30
Inspectors		4
Managers/Supervisors		10
Paralegal		2
Sales Account Executive		4
Specialist		4
Systems Architect		6
Technicians		13
Web Developer/Designers		2

INTRODUCTION

Founded in 2015 and headquartered in Santa Clara, Exo Imaging, Inc. (Exo) (<https://www.exo.inc/>) is a health information and medical equipment manufacturing company whose mission is to modernize medical imaging and therapeutic applications through its handheld ultrasound platform and artificial intelligence. The Exo ultrasound platform combines advances in nano-materials, novel sensor technologies, advanced signal processing and computation with the economies of scale of semiconductor manufacturing to dramatically reduce the cost of imaging. Through its platforms, it will enable healthcare professionals to make critical, real-time decisions that improves patient outcomes. Training will be delivered to trainees at the Company's Santa Clara location.

This will Exo's first ETP-funded proposal. Exo's customer base includes healthcare industries and point-of-care healthcare professionals.

Veterans Program

Even though Exo does not have a separate Veteran's Job Number, the Company actively encourages veterans to apply for job opportunities through its website.

Retrainee - Job Creation

In this proposal, the Company will hire 80 new employees (Job Number 2). The date-of-hire for trainees will be within the three-month period before contract approval or within the term-of-contract. The Panel offers incentives to companies that commit to hiring new employees. Training for newly-hired employees will be subject to a lower post-retention wage.

Due to business-capacity growth, Exo has experienced an increase in business capabilities as it has hardware and software in place and ready to be delivered to its customer base. Its hardware-IRIS is a handheld ultrasound device for point of care medical professionals to help with quick diagnosis. This prototyped product is currently under small scale manufacturing in Santa Clara. The software, Exo Works, is a cloud platform that enables medical professionals to save, send, archive, and invoice with a click. The Company is currently signing contracts with various large medical centers in the country. In order to efficiently deliver these products to healthcare industries, Exo must hire more staff to assist.

PROJECT DETAILS

Training in this proposal will focus on technical and equipment training to deliver the Company's new hardware and software products to its customers. Some of the equipment that requires training includes:

- Laser Doppler Vibrometer – used for optical vibration measurements of MEMS at wafer level.
- Onda Tank – used for pressure wave of 3D measurements of ultrasound systems.
- White Light Interferometer – used for static deflation and topography measurements of MEMS devices and components.
- IR Microscope – used for characterization of bonding and assembly of packaged devices. Used to look through silicon.
- Imaging Systems with MacOS and Phantom Targets – Used to capture ultrasound images of completed and partially completed ultrasound probes.

Training Plan

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

Business Skills: Training will be offered to all occupations and include Customer Service Skills, Active Listening/Communication Skills, Decision Making and Presentation Skills.

Computer Skills: Training will be offered to all occupations and include Applied Deep Learning with Python, Agile and JavaScript Testing Best Practices.

Continuous Improvement: Training will be offered to all occupations and include SAP Training, Research Training, Statistical Process Control, and Exo Works Platform Training.

Management Skills: Training will be offered to Managers/Supervisors and include Agile Project Management, Avoid Micromanagement, Conflict Management and Leadership Management.

Manufacturing Skills: Training will be offered to Engineers, Inspectors, Managers/Supervisors, and Technicians and include Anisotropic Conductive Film Bonding, Assembly Processes, Thermal Conductive Material, and Ultrasonic Welding and Hermetic Seal.

Commitment to Training

Exo's annual training budget in California is \$150,000 and includes new-hire orientation, safety training, and basic job skills' training. ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

The VP of Organizational Development (dedicated administrator) will oversee this ETP-funded project, and the Company's HR Generalist and HR Manager will assist with internal administrative duties. Training scheduling and the training hours collection will be administered by its HR Department. Training will be delivered by in-house experts and vendors as needed.

Electronic Recordkeeping/LMS

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

Impact/Outcome

Upon completion of training, trainees will receive certification in hardware and software technology training. In addition, trainees will learn how to efficiently use each equipment to build the products.

DEVELOPMENT SERVICES

N/A

ADMINISTRATIVE SERVICES

N/A

TRAINING VENDORS

To Be Determined

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Customer Service Skills
 - How to Create a Customer Journey Map
 - Creating Great Customer Conversations
 - Customer Service: Keep Your Customers Coming Back!
 - Time Management for Customer Service
 - EXO Customer Service Training
- Strategic Planning and Thinking
- Achieving a Strategic Perspective
- Decision Making
- 10 Ways to Have a Better Conversation: Celeste Headlee
- 5 ways to Listen Better | Julian Treasure
- Active Listening / Communication Skills
- Adapting to Other People to Communicate More Effectively - Part A
- Adapting to Other People to Communicate More Effectively - Part B
- Apply Communication Strategies When Working with Cross-Cultural Teams
- Presentation skills
- Business Writing
- Problem Solving: Introduction to Problem Solving
- Problem Solving: Define the Problem
- Problem Solving: Determine the Root Cause
- Conflict Management: Special Situations
- Problem Solving: Generate Solutions
- Problem Solving: Evaluate and Select Solutions
- Problem Solving: Implement Solutions
- Problem Solving: Monitor the Resolution
- CTSM
- Media Training
- Community Management
- Regulatory for Marketing Claims
- Marketing Strategy
- Social Media Engagement
- Media Planning & Buying
- eCommerce
- Pmut Training
- Disruption Mindset Training

Computer Skills

- Applied Deep Learning with Python
- Architecting Scalable Python Applications
- JavaScript Testing Best Practices
- After Effects - Learn Motion Graphic Design

- Learning Python
- Microsoft Outlook
- JPM Stat SW
- Agile
- SAFe
- Website Development
- Word/Excel/PP
- Dropbox
- Miro

Continuous Improvement Skills

- SAP Training
- IPO Readiness
- Regulatory Compliance
- Design of Experiment
- Statistical Process Control
- Research Training
- Budget & Expense Training
- Clinical Ultrasound
- Cardiac Ultrasound
- Artificial Intelligence
- Software Architecture
- FDA Process
- Strategy and Business Development
- Marketing Journey
- Ultrasound Case Studies
- Sunshine Act Reporting & Concur Expenses
- Single Customer Journey
- IP Training
- Exo Works Platform Training
- Confluence Training

Management Skills

- Agile Project Management
- Taking Final Steps to Bring a Project to a Close
- The 4 Stages of a Project
- Avoid Micromanagement
- Confirm Your Project Meets Its Goals
- The Importance of Clear Communication in Any Project
- The Project Framework - Part A
- The Project Framework - Part B
- The 12 Guidelines of Effective Time Management
- This Prioritization Method Will Massively Increase Efficiency
- Time Management
- Time Management Toolkit: Time Blocking
- Working Virtually: Time Management in a Work-from-Home World
- Program Management
- Product Management

- Performance Management
- Conflict Management
- Supervisory
- Leadership Management
- Get Started as a New Manager
- Give Feedback Effectively as a Manager
- Apply Structure to Your Interview Process

Manufacturing Skills

- Simulink
- System Verilog
- GMP
- Anisotropic Conductive Film (ACF) Bonding
- Assembly Processes
- PCB Assembly
- Thermal Conductive Material
- Epoxy Application
- Conformal Coding
- Ultrasonic Welding and Hermetic Seal
- Design for Manufacturing and Assembly (DFMA)
- 3D printing or CNC Machining Experience
- Membrane Repair
- Laser Doppler Vibrometer (LDV)
- Onda Tank
- Impedance Analyzer
- White Light Interferometer
- Probe Station
- IR Microscope
- Bench Top Oscilloscopes, Power Supplies, Multimeters
- Imaging Systems with MacOS and Phantom Targets
- Ubuntu / Python Test Interfaces
- ATE Test Systems
- Vacuum Chamber
- Benchtop Ovens
- Solder Station
- Tormach CNC Mill
- Thermal Cycling Ovens
- Robot Arm
- X-Ray Machine
- Drop Tower



**Retrainee-Job Creation
Training Proposal for:
H.M. Electronics, Inc.**

Contract Number: ET23-0182

Panel Meeting of: October 28, 2022

ETP Regional Office: San Francisco Bay Area **Analyst:** A. Salinas

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate Job Creation Initiative	Industry Sector(s):	Manufacturing (E) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Alameda, San Diego	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Number of Employees in:	CA: 603	U.S.: 727	Worldwide: 804
<u>Turnover Rate:</u>	2%		
<u>Managers/Supervisors:</u> (% of total trainees)	9%		

FUNDING DETAIL

In-Kind Contribution
\$763,300

Total ETP Funding
\$270,066

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Priority Rate	Business Skills, Computer Skills, Manufacturing Skills, Continuous Impr, Management Skills	579	8-200	0-50	\$414	\$21.57
				Weighted Avg: 18			
2	Job Creation Initiative Retrainee Priority Rate	Business Skills, Computer Skills, Manufacturing Skills, Continuous Impr, Management Skills	66	8-200	0-50	\$460	\$17.89
				Weighted Avg: 20			

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

Minimum Wage by County: **Job Number 1:** \$21.57 per hour for San Diego County; \$23.53 per hour for Alameda County. **Job Number 2 (Job Creation):** \$17.89 per hour for San Diego County; \$19.61 per hour for Alameda County.
Health Benefits: Yes No This is employer share of cost for healthcare premiums – medical, dental, vision.
Used to meet the Post-Retention Wage?: Yes No Maybe
 Up to \$2.50 per hour may be used to meet the Post-Retention Wage for Job Numbers 1 & 2.

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1 - Retrainees		
Accounting Staff		10
		10
Administrative Staff		10
		20
Business Application Programmers/Analysts		18
Buyers/Planners		15
Engineering Staff		30
Facilities Support Staff		5
		3
		4
Factory Service Specialists		15
		10
		10
Installation Staff		5
		10

Managers/Supervisors		30
		22
Team Leads		10
		10
Machine Operators		12
		15
		5
Manufacturing Assembly Staff		43
		33
		23
Manufacturing Operations Staff		20
Marketing Staff		10
Material Support Staff		30
		10
		10
Project/Product Management Staff		15
Quality Assurance Staff		23
Sales Staff		13
		5
		5
Technical Support Staff		10
		12
		5
Technicians		15
		10
Training Staff		8
Job Number 2 – Job Creation		
Engineering Staff		10
Technicians		10
Manufacturing Assembly Staff		10
		10
Machine Operators		5
		5
Technical Support Staff		5
		5
Managers/Supervisors		6

INTRODUCTION

Founded in 1971 and headquartered in Carlsbad, H.M. Electronics, Inc. (HME) (www.hme.com) manufactures, sells, and services wireless-communication equipment. As stipulated in previous ETP Contracts, two of HME's subsidiaries will participate in this proposal. The first subsidiary is Clear Com LLC which is located in Alameda. The second subsidiary is HME Hospitality & Specialty Communications, Inc. (HME Hospitality) located in its headquarters' facility. ETP-funded training will be delivered at its Carlsbad and Alameda facilities.

This will be HME's fifth ETP Contract, and its fourth contract within the last five years. In the previous contract, HME invested \$6.3 million in new equipment to expand its business and improve its competitive position while the Company also implemented an ERP system re-launch. In this proposal, HME will again invest in significant manufacturing equipment that will require increased technical skills in its manufacturing workforce. In early 2022, HME launched its new, ongoing Supervisor Development Program; ETP funds will assist with further expansion of this program. ETP funding will also supplement the training of 20 occupations in over 15 new systems and processes pertinent to each occupation's job duties. ETP training will not be duplicated on technology or equipment from the prior Contract.

Veterans Program

Although there is not a separate Veterans Job Number in this proposal, HME is committed to veteran inclusion and encourages veterans to apply for positions within the Company. The Company's HR team works with local veteran career support organizations and has included the hiring and development of veterans in its Diversity, Equity & Inclusion recruitment/retention efforts.

Retrainee - Job Creation

In this proposal, the Company will hire 66 new employees (Job Number 2) due to business-capacity growth. The date-of-hire for trainees will be within the three-month period before contract approval or within the term-of-contract. The Panel offers incentives to companies that commit to hiring new employees. Training for newly-hired employees will be subject to a lower post-retention wage.

New customers' needs continue to grow each year. Consequently, the Company is reviewing staffing needs and adding additional jobs to ensure it continues to deliver high-quality products to customers. This will help meet the Company's goal of expanding product line and boosting production capabilities to meet increased demand. HME is anticipating a 5% increase in employee headcount over the next two years.

PROJECT DETAILS

Over the next two years, HME's IT department will focus on ensuring IT employees stay current in their knowledge of SQL, C#, and an AX D365 upgrade. The Company's Engineering department is upskilling with training in DevOps, Agile, C++, Node, React, and data analytics. Additionally, HME is rapidly building a more technologically advanced manufacturing operation with the rollout of an MES, MRP, and FTD that will require upskilling its manufacturing workforce.

Training Plan

The following training will be conducted using Class/Lab, E-Learning, or Computer-Based Training (CBT) delivery methods:

Business Skills: Training will be offered to Administrative Staff, Buyers/Planners, Business Application Programmers/Analysts, Managers/Supervisors, Marketing Staff, Project/Product Management Staff, Sales Staff, Team Leads, Technical Support Staff and Training Staff in courses such as Brand Training, Business Writing Skills, Collaboration Skills, and Conflict Resolution.

Computer Skills: Training will be offered to Accounting Staff, Administrative Staff, Buyers/Planners, Business Application Programmers/Analysts, Managers/Supervisors, Marketing Staff, Project/Product Management Staff, Technicians, Engineering Staff, Sales Staff, Team Leads, Technical Support Staff and Training Staff in courses such as Adobe Fundamentals, Altium Design Tool Programming, Business Intelligence/SQL Training, and Cloud Computing.

Continuous Improvement: Training will be offered to Accounting Staff, Administrative Staff, Buyers/Planners, Business Application Programmers/Analysts, Managers/Supervisors, Marketing Staff, Project/Product Management Staff, Installation Staff, Sales Staff, Team Leads, Technical Support Staff and Training Staff in courses such as Agile, Basic Networking, Configuration Management, and CAD (Computer-Aided Design).

Management Skills: Training will be offered to Managers/Supervisors in courses such as Goal Setting & Time Management, Leadership Development Program, and Leadership/Management Skills.

Manufacturing Skills: Training will be offered to Factory Service Specialists, Machine Operators, Manufacturing Assembly Staff, Manufacturing Operations Staff, Material Support Staff, and Quality Assurance Staff in courses such as Assembly Practices/Processes, Circuits & Electronics, Technical Training, and Coordinate Measuring Machine (CMM).

Computer-Based Training (CBT)

CBT will be provided to supplement Class/Lab, which is a more convenient means of delivering basic training. Trainees will receive between 0–50 hours of CBT.

Electronic Recordkeeping/LMS

HME has retained the Learning Management System (LMS) Saba Cloud to schedule, track, and document training. The system has been reviewed and approved by ETP staff. This LMS was used in the company's prior contract ET21-0106.

Commitment to Training

HME's annual training budget in California is \$200,000. This training includes company-wide orientation training, basic-computer skills, violence in the workplace, and sexual harassment prevention. The training will also include additional refreshers/re-certification courses. ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

HME's Learning & Development Specialist (dedicated administrator), Learning & Development Manager, Director of Lean Strategies & Operational Excellence, and HRIS Specialist will be overseeing the project. The Learning & Development Specialist coordinates with the HR liaison in its Alameda office to handle in-person on-site training and rosters held at this location, while also being responsible for managing the Company's LMS and ensuring its internal training team of six (in-house) trainers are properly trained on setting up courses and marking attendance.

Impact/Outcome

ETP funding will give the Company the ability to provide more quality technical training to address skill gaps within the business and specific to employees. The Company's Lean training has expanded to include Lean Office Skills, Improvement Kata, 2-Second Lean, Coaching Kata, and A3. ETP funds will soon result in HME leading its own Lean Leadership Program, which will provide a deeper dive into the various tools used in Lean in the workplace.

ETP funding will also allow some trainees to receive IPC-A-610 and IPC-A-600 certifications which are external certifications that allow an individual to become an IPC-certified trainer in the acceptability of electronic assemblies based on topics such as soldering criteria, surface mounting criteria, and jumper-wire assembly requirements (among others). HME also offers the following internal certifications for ISO 9001:2015 and Lean. The internal Lean certifications include two levels: Lean Practitioner and Lean Champion. The Company also offers trainers two levels of HME-specific training certifications.

Alternate Recordkeeping

Staff has reviewed and approved the Company's request to use an alternate recordkeeping method.

PRIOR PROJECTS

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

Contract No.	Location (City)	Term	Approved Amount	Payment Earned	
				\$	%
ET21-0106	Carlsbad	7/1/20 – 6/30/22	\$339,710	\$282,648.31 (83%)	
ET18-0185	Carlsbad	4/2/18 – 4/1/20	\$326,688	\$271,625 (83%)	
ET16-0366	Carlsbad	3/1/16- 2/28/18	\$352,400	\$271,188 (77%)	

DEVELOPMENT SERVICES

N/A

ADMINISTRATIVE SERVICES

N/A

TRAINING VENDORS

Osterling Consulting, Inc. in La Mesa has been retained to provide Lean (Continuous Improvement) training for a fee of \$2,500.

Other trainers will be identified as they are retained.

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

Trainees may receive any of the following:

Business Skills

- Brand Training
- Business Writing Skills
- Collaboration Skills
- Communication Skills
- Conflict Resolution
- Customer Service
- Facilitation Skills
- Leadership Skills
- Marketing Training
- Product Management
- Project Management
- Sales Training
- Statistics/Data Analysis
- Time Management

Computer Skills

- Advanced Adobe Creative Suite
- Altium Design Tool Programming
- Basic Networking
- Basic Troubleshooting
- Business Intelligence/SQL Training
- Cloud Computing
- C#
- C++
- Configuration Management
- CAD (Computer Aided Design) Training
- Data Analytics
- DevOps
- Dynamics AX
- Dynamics CRM (WAG)
- Dynamics 365
- Flying Probe Programming
- In Circuit Test (ICT) Machine Programming
- IP Networking
- Knowledge Base Training
- Labview Programming
- Microsoft Project
- Microsoft Visio
- Microsoft AX - User Training
- Microsoft AX - Development Training
- Microsoft AX - Lead Training
- Microsoft Office Skills Intermediate/Advanced
- Microsoft Server
- Microsoft SharePoint

- Node
- Power BI
- Programming Languages
- React
- Web Development Training

Continuous Improvement Skills

- Agile
- Interdepartmental Processes
- ISO Training
- Kaizen/Continuous Improvement
- Lean Tools/Processes
 - 5S
 - A3
 - Improvement Kata/Coaching Kata
 - PDCA Cycle
 - Problem Solving
- Lean Leadership
- Mechanical Design Techniques
- New Product Development Process
- Process Mapping
- Product Overview & Demonstration
- Product Knowledge
- Quality Inspector Certification
- Software Design Techniques
- Software Test Techniques
- Statistical Process Control
- Systems & Processes Knowledge
- Teambuilding
- Technical Support Best Practices

Management Skills (Managers/Supervisors)

- Goal Setting & Time Management
- Leadership Development Program
- Leadership Skills/Management Skills
 - Accountability
 - Coaching & Feedback
 - Collaborative Leadership
 - Conflict Resolution
 - Effective Communication for Leaders
- Planning & Preparing
- Recruitment & Selection
- Servant Leadership
- Supervisory Certification
- Team Leader Training

Manufacturing Skills

- Assembly Practices/Processes
- Circuits & Electronics Technical Training
- Coordinate Measuring Machine (CMM)
- Component Identification
- Configuration Management Training (CMT)

- Design for Manufacturability
- Design Verification Techniques
- Documentation Practices
- Electronics Design Techniques
- Engineering Fundamentals
- Electro Static Discharge (ESD)
- Equipment/Machinery Training
- Hardware Identification & Installation
- HALT & HASS Testing
- High-Speed Digital Design
- High-Speed Noise and Grounding
- High-Speed Signal Propagation
- IPC-610 Certification
- IPC-610 Refresher
- IPC-A-610 Acceptability of Electronic Assemblies
- IPC-A-600 Acceptability of Bare Boards
- J-ST-001 Certification
- Manufacturing - Practices/Processes
- Manufacturing Safety
- Material Support - Practices/Processes
- New Equipment Training
 - Schafer Vertical Lift Module
 - Kurtz Ersaflo 4
 - ASYS Insignum 4000 Laser
 - Koh Young Zenith
 - Desoutter CVIXX Driver
 - Cognex IS8101M-363-40 Camera
 - AX Upgrade to D365
- Printed Circuit Assembly/Surface Mount Technology Practices & Assembly Processes
- Quality Assurance Practices/Processes
- Repair Practices/Assembly Processes
- Soldering
- Technical Electronic Training
- Workmanship Standards

Computer-Based Training

Trainees may receive any of the following:

Business Skills

- A Guide for Healthy Communications (1.33 hours)
- Account Management: Establishing Lasting Partnerships (.7 hour)
- Accountability Overview (.18 hour)
- Addressing Workplace Dysfunctions (.47 hour)
- Advanced Train the Trainer: Content Development (.97 hour)
 - Delivering Training (.62 hour)
 - The New Learner (.55 hour)
 - Training Management (.73 hour)
- Analyzing Your Customer Service (1.07 hours)
- Art of Assertiveness (1.1 hours)

- Art of Authenticity (.88 hour)
- Artificial Intelligence (.43 hour)
- Authentication, Authorization, and Accounting: Best Practices (.53 hour)
- Best Practices for Knowledge Management (.33 hour)
- BizLibrary Production's How To Series (.33 hour)
 - Brain Bites
 - Email Management (.38 hour)
- Organizing Your Files (.47 hour)
- Building Great Relationships (.58 hour)
- Building Strategic Relationships (.47 hour)
- Business-Friendly Customer Service (.28 hour)
- Closing Sales with Confidence (.73 hour)
- Cognitive Flexibility (.47 hour)
- Communicating Through Body Language (.57 hour)
- Conflict Management Crash Course (.28 hour)
- Conflict Management Skills: Helping Employees Manage Conflict (.33 hour)
- Conflict Resolution (.75 hour)
- Coordinating With Others (.43 hour)
- Creating an Effective Daily Routine (.33 hour)
- Creating Development Plans (.33 hour)
- Critical Thinking 101 (.60 Hour)
- Customer Service Basics
 - Customer Service Confrontation and Conflict (.16 hour)
 - Customer Service Over the Phone (.33 hour)
 - Make it Easy! (.3 hour)
- Customer Service Communication Skills (1.27 hours)
- Customer Service Week 2019 - Training Challenge (.33 hour)
- Dealing With Angry People (.48 hour)
- Decision Making Basics (.55 hour)
 - Financial Decision Making (1.03 hours)
 - Group Decision Making (1.08 hours)
- Delivering Sensational Service (.17 hour)
- Delivering Training Masterfully (.17 hour)
- Developing for Success: Brand and Promote What You Do (.33 hour)
- Developing Work Relationships
 - Building Trust With Others (.33 hour)
 - Empathy for Others (.33 hour)
 - Recognize Your Peers (.33 hour)
 - Share Your Knowledge and Expertise (.33 hour)
 - Working With a Diverse Team (.33 hour)
- Digital Marketing (.35 hour)
- Disagreements at Work (.43 hour)
- Driving Agility [video course] (.38 hour)
- Effective Writing Skills (2.12 hours)
- Enhancing Productivity With Remote Workers (.33 hour)
- Essential Telephone Skills (.33 hour)
- Excellence in Customer Service (Part 3 of 5) (.17 hour)
- Finance for Everyone Toolkit (1.13 hours)
- Finance for Everyone Toolkit: Key Terms .17 hour)
- Five Forbidden Phrases (.28 hour)
- Fundamentals of Customer Service (1.17 hour)

- Getting Customer Feedback (.38 hour)
- Global Branding (.17 hour)
- HME Mentoring Introduction (0.33 Hour)
- How to Ask Positive Questions (.2 hour)
- How to Handle Irate Customers (.18 hour)
- How You Think is Everything (.23 hour)
- Identifying Customer Types (.37 hour)
- Improving Organizational Execution (.5 hour)
- Individual Decision-Making (.52 hour)
- Insight-Based Selling (.55 hour)
- Killer Words of Customer Service (.33 hour)
- Know Your Finances (Part 2 of 3): Introducing the Finance Industry (.18 hour)
- Know Your Finances (Part 3 of 3): Savings and Investing (.17 hour)
- Learning Retention Strategies (.45 Hour)
- Lessons From the Wild
 - Succeeding in Tough Times (.22 hour)
 - Surviving and Succeeding Against the Odds (.18 hour)
 - Lessons From the Wild: The Baboon in Your Business (.18 hour)
 - The Cheetah in Your Business (.2 hour)
 - The Leopard in Your Business (.22 hour)
 - The Story of Shingalana (.3 hour)
 - The Tiger in Your Business (.27 hour)
 - The Wild Dog in Your Business (.22 hour)
 - Tusks or Fangs .22 hour)
 - Walk on the Wild Side (.25 hour)
- Listening Skills (.22 hour)
- Make Change Work (.88 hour)
- Managing Big Data in Your Organization: Skills, Experience and Guidance (.33 hour)
- Managing Multiple Projects, Objectives and Deadlines by SkillPath®
- Seminars (2.5 hours)
- Managing Supply Chain Risk (.47 hour)
- Marketing - Target Audience (.42 hour)
- Maximizing Productivity With Stand-Up Meetings (.42 hour)
- Negotiating for Success (.17 hour)
- Negotiating Skills (1.55 hours)
- Nonverbal Communication (.85 hour)
- Operational Intelligence: An Introduction (.3 hour)
- Overcoming Barriers to Time Management (.63 hour)
- Pitching and Influencing (.17 hour)
- PMP Certification (PMBOK 6)
 - Overview -- Part 01 of 13 (2.05 hours)
 - Project Integration Management -- Part 02 of 13 (1.52 hours)
 - Project Scope Management -- Part 03 of 13 (1.47 hours)
 - Project Schedule Management -- Part 04 of 13 (1.08 hours)
 - Project Cost Management -- Part 05 of 13 (1.083 hours)
 - Project Quality Management -- Part 06 of 13 (.87 hour)
 - Project Resource Management -- Part 07 of 13 (1.45 hours)
 - Project Communication Management -- Part 08 of 13 (.7 hour)
 - Project Risk Management -- Part 09 of 13 (1.93 hours)
 - Project Procurement Management -- Part 10 of 13 (.85 hour)

- Project Stakeholder Management -- Part 11 of 13 (1 hour)
- Tools and Techniques -- Part 12 of 13 (3.25 hours)
- Project Delivery Environment -- Part 13 of 13 (1.13 hours)
- Presentational Speaking Crash Course (.43 hour)
- Presentational Speaking Overview (.27 hour)
- Proactive Customer Service (.32 hour)
- Project Implementation (.67 hour)
- Project Management Fundamentals (1.1 hours)
- Questioning Techniques (.22 hour)
- Remarkable Customer Service (.4 hour)
- Selling at a Distance (1.48 hours)
 - Prospecting by Phone (.78 hour)
- Selling Skills
 - From A to H (.2 hour)
 - From I to Q (.2 hour)
 - From R to Z (.17 hour)
- Service Best Practices (.63 hour)
- Setting and Managing Priorities (.67 hour)
- Six Cardinal Rules of Customer Service (.3 hour)
- Six Steps to Service Recovery (.3 hour)
- Starting Relationship Selling (.17 hour)
- Storytelling in Business (1.42 hours)
- Team Facilitation Skills
 - Getting Started (.75 hour)
 - Introduction (.98 hour)
 - Meeting Guidelines (.62 hour)
 - Meeting Management (.97 hour)
- The Art of Presentational Speaking: Advanced Presentation Skills (.47 hour)
- The Art of Presentational Speaking: Content (.43 hour)
- The Energy Bus Training Program (.58 hour)
- The Unfortunate Effects of Lies (.43 hour)
- The Value of Followers (.53 hour)
- Time Management (.9 hour)
- Time Management Essentials (.5 hour)
- Trying Myers-Briggs (.17 hour)
- Understanding DISC (.7 hour)
- Using Surveys to Get Feedback (1 hour)

Computer Skills

- Architectural Risk Analysis (1.33 hour)
- Automating Message Management in Outlook 2016: Organize Your Messages (.17 hour)
- Automating Repetitive Tasks With Macros in Word 2016: Add Custom Code to a Recorded Macro (.17 hour)
- AX Look Up Supplier and MFG Number (.5 hour)
- Balloon Drawings Using Discus (.5 Hour)
- Big Iron in the House: The Role of the Mainframe Today (.4 hour)
- Brain Bites: Using Windows 10 (.68 hour)
- Building a Mobile Interface With Sketch: Creating a Wireframe and a
- High-Fidelity Wireframe (.2 hour)
- Building a Mobile Interface With Sketch: Creating an Artboard and
- Establishing Layout (.2 hour)

- Building a Mobile Interface With Sketch: Designing Multiple Screens
- With Similar Components (.2 hour)
- C and C++ Security (1 hour)
- Codes and Canines: Data Transmission and Storage (.2 hour)
- Creating Elements in Sketch
 - Adding and Editing Shapes (.27 hour)
 - Typography (.23 hour)
- CSS Essentials (8.33 hours)
- CSS Specialist
 - CSS3 Introduction -- (Part 1 of 6) (1.3 hours)
 - Styling Specific Elements --(Part 2 of 6) (1.28 hour)
 - The Box Model -- (Part 3 of 6) (.95 hour)
 - Animations With CSS3 -- (Part 4 of 6) (.75 hour)
 - Putting Elements Together -- (Part 5 of 6) (.72 hour)
- DMR from Stock (.5 hour)
- Enterprise Security Landscape (.6 hour)
- Enterprise Security Update (.52 hour)
- Exporting Assets from Sketch: Proper Naming Conventions and Optimizing your Assets (.28 hour)
- Foundations of Software Security Requirements (1 hour)
- HTML5
 - First Steps in HTML5 -- (Part 1 of 9) (.6 hour)
 - Everything You Wanted to Know About Formatting Text -- (Part 2 of 9) (.67 hour)
 - Hyperlinks - Connecting Pages and Content -- (Part 3 of 9) (.43 hour)
 - Digital Media -- (Part 4 of 9) (.67 hour)
 - Displaying Data in Tables and iFrames -- (Part 5 of 9) (.53 hour)
 - Interacting With the User via Forms -- (Part 6 of 9) (.93 hour)
 - Professional HTML5 Practice -- (Part 7 of 9) (.65 hour)
 - Styling with CSS -- (Part 8 of 9) (.72 hour)
 - Responsive Design Fundamentals -- (Part 9 of 9) (.25 hour)
- Introduction to HTML5 Security (1 hour)
- Introduction to Web Development
 - Tools and HTML -- (Part 1 of 3) (.62 hour)
 - CSS -- (Part 2 of 3) (.55 hour)
 - JavaScript -- (Part 3 of 3) (.43 hour)
- JavaScript Crash Course
 - Getting Started (Part 1 of 16) (.87 hour)
 - Variables and Math (Part 2 of 16) (.97 hour)
 - Conditionals (Part 3 of 16) (.98 hour)
 - Loops (Part 4 of 16) (.82 hour)
 - Functions (Part 5 of 16) (.43 hour)
 - Dialog Boxes (Part 7 of 16) (.2 hour)
 - Arrays (Part 8 of 16) (.52 hour)
 - Strings (Part 9 of 16) (.32 hour)
 - Dates (Part 10 of 16) (.32 hour)
 - DOM Elements (Part 12 of 16) (.37 hour)
 - Services (Part 13 of 16) (.6 hour)
 - JSON (Part 14 of 16) (.48 hour)
- Managing Activities by Using Tasks in Outlook 2016: Manage a Task (.2 hour)
- Mastering Excel 2019: Using Absolute References (.17 hour)
- Mastering Office 365

- Getting Started -- (Part 1 of 13) (.93 hour)
 - Email Basics -- (Part 2 of 13) (1.28 hours)
 - Tasks, Calendar, and People -- (Part 3 of 13) (.92 hour)
- Microsoft Teams 01 Teams and Channels (.22 hour)
- Mastering Microsoft Teams (2.83 hours)
- Microsoft Office Word 2016: Part 2 (Intermediate) (2.58 hours)
- Using OneDrive Online, Part 1 (.17 hour)
- Mastering PowerPoint 2019: Working with Themes (.17 hour)
- Mastering Word 2019
 - Getting Started -- (Part 1 of 8) (.93 hour)
 - Preparing to Publish -- (Part 8 of 8) (.4 hour)
 - Adding Images (.17 hour)
- Microsoft Office 365
 - Excel Online: Video Course (.28 hour)
 - Mobile: Video Course (.22 hour)
 - SharePoint Sites: Video Course (.48 hour)
 - Yammer: Video Course (.32 hour)
 - Use Forms to Create and Conduct Surveys and Create (.17 hour)
 - Calendar -- Video Course (.23 hour)
 - Delve (.17 hour)
 - Mail -- Video Course (.35 hour)
 - OneDrive (.3 hour)
 - Skype For Business (.57 hour)
- Microsoft Office Excel 2016
 - Intermediate -- (Part 2) (2.47 hours)
 - Advanced -- (Part 3) (1.7 hours)
 - Data Analysis and PivotTables -- (Part 4) (1.52 hour)
- Microsoft Office Word 2016 (6.4 hours)
 - Advanced -- Part 3 (11.52 hours)
- Microsoft PowerPoint 2016 (5.05 hours)
- Organization and Consistency in Sketch: Layout and Grid (.17 hour)
- Organizing, Searching, and Managing Messages in Outlook 2016:
- Sort and Group Your Messages (.17 hour)
- Precision Time Protocol (PTP) Training (1 hour)
- Prototyping With Sketch: Chapter 3 -- Sketch's Inspector Panel (.42 hour)
- Risk-Based Security Testing Strategy (1 hour)
- Security Protocol Programs
 - Node.js Security (1 hour)
 - OAuth 2.0 Security (1 hour)
 - React.js Security (1 hour)
- SkillPath® Excel 2016 Charts and Graphs
 - Topic 1 -- Three Essential Shortcuts for Charts (.17 hour)
 - SkillPath® Excel 2016 Charts and Graphs: Topic 3 -- Creating Quality Control Charts (.17 hour)
 - Topic 4 -- Creating a Dynamic Gantt Chart (.17 hour)
 - Topic 5 -- Configuring Colors and Labels (.18 hour)
 - Topic 6 -- Visualizing Your Data (.27 hour)
 - Topic 7 -- Plans vs. Actual/Charting Your Progress (.17 hour)
 - Topic 9 -- Different Kinds of Specialized Charts (.23 hour)
 - Topic 10 -- Creating Forecast Charts (.18 hour)
- SkillPath® Excel 2016 Essentials (4.67 hour)
 - Topic 1 -- Starting With Excel 2016 (.2 hour)
 - Topic 2 -- Shortcuts (.18 hour)

- Topic 3 -- Formulas (.18 hour)
- Topic 4 -- Functions (.32 hour)
- Topic 6 -- PivotTable Reports (.2 hour)
- Topic 7 -- Charts and Graphs (.23 hour)
- Topic 9 -- Conditional Formatting (.2 hour)
- Topic 10 -- Macros (.3 hour)
- SkillPath® Excel 2016 Pivot Tables
 - Topic 3 -- Advanced Data Cleanup (.17 hour)
 - Topic 7 -- Creating Custom Pivot Tables (.18 hour)
 - Topic 9 -- Consolidating Worksheets (.17 hour)
 - Topic 10 -- Using Linked Tables to Create Pivot Tables (.17 hour)
- SkillPath® Excel 2016 Shortcuts
 - Topic 1 -- NEW Top 10 Shortcuts (.23 hour)
 - Topic 4 -- Using Custom Number Formats (.17 hour)
 - Topic 5 -- Formatting Shortcuts (.22 hour)
 - Topic 6 -- The Ultimate Shortcut: Formatting as a Table (.22 hour)
 - Topic 7 -- Pivot Table Reports and Data Analysis (.2 hour)
 - Topic 8 -- Designing Your Own Macro Shortcuts (.23 hour)
 - Topic 9 -- Using Relative Recordings and Looping Commands (.18 hour)
- SkillPath® Outlook 2016 Essentials (1.55 hours)
 - Topic 1 -- Calculated Fields and Customization Tips (.17 hour)
 - Topic 2 -- Working With Views and Quick Steps (.17 hour)
 - Topic 3 -- Working With Tasks and To-Do Items (.17 hour)
 - Topic 4 -- Creating Custom Views (.18 hour)
 - Topic 5 -- Scheduling Meetings and Appointments (.2 hour)
- SkillPath® PowerPoint 2016 Essentials (1.8 hours)
 - Topic 2 -- Design and Organization (.17 hour)
 - Topic 3 -- Adding Text and Objects (.2 hour)
 - Topic 4 -- Formatting and Themes (.23 hour)
 - Topic 6 -- Charts and Graphs (.22 hour)
 - Topic 7 -- SmartArt (.17 hour)
 - Topic 8 -- Animation and Transitions (.27 hour)
- SkillPath® Word 2016 Essentials (1.32 hour)
 - Topic 1 -- Fixing Things (.18 hour)
 - Topic 3 -- Working With Styles (.22 hour)
 - Topic 4 -- Shortcuts (.23 hour)
 - Topic 5 -- Working With Lists (.17 hour)
 - Topic 6 -- Tables (.23 hour)
 - Topic 7 -- Graphic Displays (.2 hour)
 - Topic 8 -- Tracking Changes (.2 hour)
 - Topic 9 -- Headers, Bibliographies and Indexes (.2 hour)
 - Topic 10 -- Creating Fill-in-the- Blank Forms (.22 hour)
- Using InVision App's Craft Plugin in Sketch
 - Craft Duplicate (.18 hour)
 - Craft Freehand and Stock (.2 hour)
 - Craft Library (.22 hour)
- Using Microsoft Windows 10
 - Customizing the Windows 10 Environment (Video Course) (.2 hour)
 - Using Cortana and Edge (Video Course) (.43 hour)
 - Using Windows 10 Security Features (Video Course) (.23 hour)
 - Using Windows Universal Apps and Desktop Applications (Video Course) (.43 hour)
- WordPress for Web Development

- Change the Copyright Line (.17 hour)
- Ready to Go Live? (.2 hour)
- Working With Media and Animations in PowerPoint 2016: Add Video to a Presentation (.17 hour)
- Zone 3 CMM Programming (2.0 Hour)

Continuous Improvement Skills

- Advanced High-Speed Signal propagation (9.50 hour)
- AX Inspection Process (0.75 Hour)
- Business Process Reengineering (BPR): Implementing Radical
- CC
 - Helixnet v4.1 (.66 hour)
 - Dynamic Overview (1.48 hour)
 - SVT & Remote Production (.8 hour)
- Change Management (.72 hour)
- Complex Problem Solving (.6 hour)
- Continuous Quality Improvement
 - Overview (.4 hour)
 - Data (.53 hour)
 - Diagrams (.55 hour)
 - Flow (.53 hour)
 - Statistics (.58 hour)
- Create Deviation in Agile PLM (.5 hour)
- Creating Accountability (.55 hour)
- Creating Great Teamwork
 - Team Norms and Expectations -- (Part 1 of 5) (.33 hour)
 - Creating a Strong Team Culture -- (Part 2 of 5) (.33 hour)
 - Working With Others Within the Company -- (Part 3 of 5) (.33 hour)
 - Project Teams Rely on Each Other (Part 4 of 5) (.33 hour)
 - Involving Others for Great Decisions -- (Part 5 of 5)(.33 hour)
- Digital Signal Processing – Lecture 9 (1 hour)
- Due Diligence and Don't Be Sorry (.73 hour)
- E-IPA Theory of Operation (1 hour)
- High-Speed Digital Design (13.50 hour)
- High-Speed Noise and Grounding (11.33 hour)
- Lean: Doing More with Less (.63 hour)
- Lean Principles for Team Leads (Series1-8) (1.5 hour)
- Leader Standard Work for Team Leads (1.15 hour)
- Loop Metering (.5 hour)
- Making Better Decisions With Framing (1.13 hours)
- Problem Solving: An Intro to PDCA & 5 Whys (1.5 hour)
- Six Sigma: A Method for Eliminating Defects (.73 hour)
- The Impact of Being Human (.67 hour)
- Total Quality Management (TQM) (.58 hour)
- Twelve Angry Men: Teams That Don't Quit (.4 hour)

Management Skills (Managers/Supervisors/Leads Only)

- Accountability Overview for Managers (.22 hour)
- Becoming a Great Leader (.9 hour)
- Being a Great Mentor or Mentee (.7 hour)
- Being an Employer of Choice (.17 hour)
- Coaching Crash Course (.5 hour)

- Coaching for Higher Performance (.77 hour)
- Coaching Overview (.22 hour)
- Conducting a Formal Mentoring Program (.4 hour)
- Creating a Mindset for Change for Leaders
 - Changing Your Mindset -- (Part 1 of 6) (.38 hour)
 - Team Norms and Expectations -- (Part 3 of 6) (.55 hour)
 - Making it Happen -- (Part 4 of 6) (.3 hour)
 - Influencing Others -- (Part 5 of 6) (.23 hour)
 - Building Awareness -- (Part 6 of 6) (.25 hour)
- Creating a Motivating Experience (.65 hour)
- Creating Engagement Among Employees (.75 hour)
- Customer Service Management
 - Inspiring and Motivating Customer Service Agents (.33 hour)
 - Onboarding New Customer Service Agents (.33 hour)
 - Shaping the Direction of Customer Service (.33 hour)
- Developing and Coaching Employees
 - Coaching After Mistakes (.33 hour)
 - Giving Employee Feedback (.33 hour) Support Employee
- Development (.33 hour)
- Developing B-Players Into Top Performers (.7 hour)
- Effectance: The Key to Motivation (.83 hour)
- Eight Keys to a More Respectful Workplace (.92 hour)
- Employee Engagement Essentials (.47 hour)
- Excelling as a Manager or Supervisor by SkillPath® Seminars (2.67 hour)
- Future Focused Leadership (.4 hour)
- HME Interviewing Basics (0.5 Hour)
- It's a Wonderful Life: Leading Through Service (.35 hour)
- Leader Madness (.35 hour)
- Leadership and Building an Effective Team (.7 hour)
- Leadership and Change (1.07 hours)
- Leadership and Delegation (.63 hour)
- Leadership and Motivation (.33 hour)
- Leadership and Red Flags (.63 hour)
- Leadership and Vision, Mission, and Values (.6 hour)
- Leadership Essentials: Keep Your Top Talent (.33 hour)
- Leadership Fundamentals (.75 hour)
- Leading Early Talent: Creating a Next Generation Culture (.35 hour)
- Leading More With Less (.3 hour)
- Learning Retention Strategies (.45 hour)
- Leveraging Servant Leadership for Your Team (.38 hour)
- Management Essentials: Receive Feedback From Your Employees (.33 hour)
- Managing for Success
 - Create a Safety Culture (.33 hour)
 - Soliciting Ideas and Opinions (.33 hour)
 - Understand Customer Needs (.33 hour)
- Managing Me (.27 hour)
- Motivating Employees with Recognition (.5 hour)
- Painless Performance Conversations (.75 hour)
- Propelling Performance With Open-Book Management (.47 hour)
- Strategic Planning for Long-Term Success (.5 hour)
- Succession Planning (.47 hour)

Manufacturing Skills

- Adhesives Used in Production – Self Paced (1.25 hour)
- Assembly Safety 101 (1 hour)
- DAGE X-Ray Machine Training (1 hour)
- Electro-Static Discharge (ESD): An Introduction (.5 hour)
- Back Safety in Industrial Environments (.27 hour)
- Bloodborne Pathogens in First Response Environments (.4 hour)
- Bloodborne Pathogens: Learn Your Risk (.38 hour)
- Breathe Safely: The Proper Use of Respiratory Protection (.3 hour)
- DAGE X-Ray Machine Training (1 hour)
- Decontamination Procedures (.28 hour)
- Electrical Safety (.32 hour)
- Electro-Static Discharge (ESD): An Introduction (.5 Hour)
- Eye Safety (.27 hour)
- Forklift Safety: Industrial Counterbalance Lift Trucks (.38 hour)
- Forklift/Powered Industrial Truck Safety (.42 hour)
- GHS Safety Data Sheets (GHS) (.28 hour)
- Hand and Power Tool Safety (.27 hour)
- Hand, Wrist, and Finger Safety (.25 hour)
- Hazard Communication in Industrial Facilities (.33 hour)
- Health Hazards at Work (.53 hour)
- Hearing Conservation and Safety (.25 hour)
- Heat Stress (.23 hour)
- HME Foreign Object Debris (FOD) Training (.5 Hour)
- Hot Work Safety and the Permitting Process (.23 hour)
- Industrial Fire Prevention (.28 hour)
- Introduction to GHS: The Globally Harmonized System (GHS) (.35 hour)
- Inspection with Geomagic Control X (1 hour)
- IPC-A-610
 - Module 1 (1 hour)
 - Module 2 Soldering (Pre-Work) (1.41 hour)
 - Module 3 Component Damage (Pre-Work) (2.5 hour)
 - Module 4 Terminals (Pre-Work) (3.0 Hour)
 - Module 5 Through-Hole Technology (Pre-Work) (3.0 hour)
 - Module 6 Surface Mount Assemblies (Pre-work) (3.0 Hour)
 - Module 7 Hardware (Pre-Work) (1.5 hour)
 - Module 8 Discrete Wires (Pre-Work) (.5 hour)
- Ladder Safety (.23 hour)
- Lead Exposure (.27 hour)
- Materials Handling Safety (.3 hour)
- Monitoring Procedures and Equipment (HAZWOPER) (.3 hour)
- PCB Assemblies Handling – Self Paced (1.25 hour)
- Safe Work Practices and the 2018 CSA Z462 (.43 hour)
- Safety Data Sheets in HAZWOPER Environments (.28 hour)
- Severe Weather Safety: Prepare, Survive & Recover (.3 hour)
- Site Safety and Health Plan (.37 hour)
- Slips, Trips and Falls (.3 hour)
- Soldering – Self Paced (1.25 hour)
- Threaded Fasteners – Self Paced (1.25 hour)
- To the Point About

- Personal Fall Arrest Systems (.23 hour)
- Preventing Back Injuries (.22 hour)
- Preventing Electric Shock (.2 hour)
- Preventing Eye Injuries (.2 hour)
- The Safe Use of Compressed Gas Cylinders (.18 hour)
- Understanding Chemical Hazards (.35 hour)
- Walking and Working Surfaces (.28 hour)
- Welding Safety (.28 hour)
- Winter Safety (.27 hour)
- Wiring – Self Paced (1.25 hour)
- Work Practices and Engineering Controls (.3 hour)



Retrainee-Job Creation
Training Proposal for:
Musco Olive Products, Inc.
Contract Number: ET23-0161

Panel Meeting of: October 28, 2022

ETP Regional Office: San Francisco Bay Area

Analyst: A. Salinas

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate Job Creation Initiative	Industry Sector(s):	Manufacturing (E) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	San Joaquin	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Number of Employees in:	CA: 226	U.S.: 243	Worldwide: 243
<u>Turnover Rate:</u>	12%		
<u>Managers/Supervisors:</u> (% of total trainees)	13%		

FUNDING DETAIL

In-Kind Contribution
\$175,280

Total ETP Funding
\$161,345

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Priority Rate	Continuous Impr Manufacturing Skills Computer Skills Management Skills Business Skills OSHA 10/30	129	8-200	0-60	\$1,035	\$21.57
				Weighted Avg: 45			
2	Job Creation Initiative Priority Rate	Manufacturing Skills Computer Skills Management Skills Business Skills OSHA 10/30 HazWoper HazMat	22	8-200	0-60	\$1,265	\$18.00
				Weighted Avg: 55			

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

Minimum Wage by County: Job Number 1: \$21.57 per hour for San Joaquin County.
Job Number 2: \$17.64 per hour for San Joaquin County.
Health Benefits: Yes No This is employer share of cost for healthcare premiums – medical, dental, vision.
Used to meet the Post-Retention Wage?: Yes No Maybe
 Up to \$2.50 per hour may be used to meet the Post-Retention Wage for Job Number 1.

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1: Retrainee		
Cannery Staff		9
		12
		9
Labelling Staff		6
		5
		7
Operations Staff		9
		9
Administrative Staff		4
		3
		5
Warehouse Staff		2
		1
		7

Shipping & Receiving Staff		2
		2
Team Leads		6
		6
Managers/Supervisors		25
Job Number 2: Job Creation		
Cannery Staff		5
		3
Labelling Staff		1
		1
Storage Yard Staff		3
		1
		2
Shipping & Receiving Staff		3
		1
Managers/Supervisors		1
		1

INTRODUCTION

Founded in 1926 and headquartered in Tracy, Musco Olive Products, Inc. (Musco) (<http://olives.com/>) is a 75-year old, 3rd generation (US-family owned) olive processing and packing company. Its primary products are brineless olives in cups for snacking and canned ripe olives, which are distributed across a vast network in the retail and consumer markets across America. Musco deals with large distribution companies such as Costco and Walmart, while working with restaurants to bring its olives to a broader market. ETP training will be delivered at the Company's headquarters' location in Tracy and at its facilities in Orland and Lindsay.

This will be Musco's second contract, and its first in the last five years. Previously, Musco had invested in new machinery and technology for improved processes to remain competitive in the industry. In this project, Musco plans to deliver new courses in Continuous Improvement, Manufacturing Skills, HAZWOPER, and OSHA 10/30 training to help meet the Company's goal of expanding its production capacity and growing its customer base by upskilling its workforce.

Veterans Program

Even though this proposal does not include a veterans component, Musco is currently enrolled with the San Joaquin Veterans Advisory Commission (SJVC), which helps keep its recruiters aware of ongoing and future veteran job fair events.

Retrainee - Job Creation

In this proposal, the Company will hire 22 new employees (Job Number 2). The date-of-hire for trainees will be within the three-month period before contract approval or within the term-of-contract. The Panel offers incentives to companies that commit to hiring new employees. Training for newly-hired employees will be subject to a lower post-retention wage.

Due to business-capacity growth, Musco is expanding existing business capacity by adding newly-hired employees to an existing function and by adding a new production shift. The Company plans to increase production and to grow its customer base by expanding its market share, which requires the hiring of new employees through the Job Creation initiative.

PROJECT DETAILS

The ETP funded training will help Musco develop and enhance its current workforce skill set to attain and attract personnel to higher level skill set positions within the organization. The Company has developed a new learning plan and development assessment for its key positions to track individuals needing skill enhancement and to place these upskilled employees into newer and beneficial job positions. The training will also help its key equipment operators to operate and troubleshoot manufacturing equipment to keep production of goods flowing.

Training Plan

The following training will be conducted using Class/Lab, E-Learning, and Computer-Based Training delivery methods:

Business Skills: Training will be offered to Team Leads, Operations Staff and Administrative Staff on courses like Communication Skills and Customer Service.

Computer Skills: Training will be offered to Operations Staff, Labeling Staff, Warehouse Staff, Shipping & Receiving Staff, and Administrative Staff on courses like Dynamics Software and Advanced Microsoft Office.

Continuous Improvement: Training will be offered to Administrative Staff on courses like Decision Making, Best Practices, and Process Capability.

Management Skills: Training will be offered to Managers/Supervisors on courses like Effective Meetings for Leaders, Leadership, and Team Building.

Manufacturing Skills: Training will be offered to Cannery Staff, Farm Staff, Labeling Staff, Warehouse Staff, and Storage Yard Staff on courses like Assembly Process Control, Lean Manufacturing, and Pneumatics/Hydraulics.

Computer-Based Training (CBT)

CBT will be provided to supplement Class/Lab, which is a more convenient means of delivering basic training. Trainees will receive between 0–60 hours of CBT.

Certified Safety Training

1. OSHA 10/30. This training is a series of courses “bundled” by industry sector and occupation. It consists of 10 hours of classroom or CBT training for journey-level workers and 30 hours for frontline supervisors. The coursework is geared to construction work, and also manufacturing. Completion of the training results in a certificate that expands employment opportunities. The coursework must be approved by Cal-OSHA, and the instructors must be certified by Cal-OSHA.
2. Hazardous Waste Operations and Emergency Response Standard (HAZWOPER). This training is a series of courses specifically designed for workers who handle hazardous substances as first-responders, or clean-up as needed at a hazard disposal or emergency site. It consists of 40 hours of classroom or CBT training, for workers stationed at the hazard site; and 24 hours for workers who visit the site (e.g., engineers). Field training is

also required, although not funded by ETP. Completion of the training results in a certificate that expands employment opportunities. Each certification requires an 8-hour annual refresher course. This coursework must be approved by Cal-OSHA, and the instructors must be certified by Cal-OSHA. Trainees will not receive 40 hours unless they work full time onsite at the clean-up location.

3. Hazardous Materials (HAZMAT). This training is a series of courses, specific to industry sectors involved in the transport of hazardous materials. The coursework varies in length depending on the industry and the occupational title, as organized in five levels ranging from “first responder” to “incident commander.” It is generally a minimum of 24 hours with an 8-hour annual refresher, and may be delivered by classroom or CBT. In this proposal, Cannery Staff and Operations Staff will receive up to 40 hours of training. Field training may be required, although not funded by ETP. Completion of the training results in a certificate that expands employment opportunities. This coursework is not under Cal-OSHA, but is administered under the Department of Transportation and CalTRANS. There are various certification entities for the coursework and instructors. In this proposal, the certification entity has not yet been determined.

Commitment to Training

Musco’s current training budget is \$100,000 in California. The Company delivers new-hire orientation, basic-computer skills, and refresher courses on OSHA 10/30 on its own. ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

Musco’s Safety Manager (dedicated administrator), Talent Management Specialist, and Director of Human Resources will oversee the project and coordinate training. ETP training will be delivered by in-house trainers who are subject-matter experts and by outside training vendors as needed.

Impact/Outcome

ETP-funded training will result in OSHA 10/30, HAZWOPER, and HAZMAT certifications, which will allow both incumbent and newly hired employees to be certified. Additionally, Musco will upskill its workers because of ETP training. Upskilling allows it to retain and hire more employees, while offering better internal-growth opportunities to both. This upskilling effort will result in an overall improvement to its systems across manufacturing, shipping, and customer service.

Electronic Recordkeeping/LMS

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

DEVELOPMENT SERVICES

N/A

ADMINISTRATIVE SERVICES

N/A

TRAINING VENDORS

Alchemy Player System in Austin, TX has been retained to provide Manufacturing Skills training for a fee of \$37,500.

National Safety Council will provide OSHA 10 training for a fee of \$1,500.

Summit Training source will provide OSHA 30 training for a fee of \$3,000.

Other trainers will be identified as they are retained.

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

Trainees may receive any of the following:

Business Skills

- Communication Skills
- Customer Service

Computer Skills

- Advanced Microsoft Office Classes
 - Excel
 - PowerPoint
 - Word
 - Project
 - Teams
- Dynamics Software

Continuous Improvement Skills

- Time Management
- Problem Solving
- Decision Making
- Root Cause Analysis
- Best Practices
- Lean Procedures Practices
- Statistical Process Control
- Process Capability
- Quality Measurement Systems
- Systems Failure Analysis
- Process Improvement

Hazardous Materials Skills

- Spill Prevention Counter Control Measures
- GHS/SDS Training
- Chemical Handling, Usage, Storage
- Food Grade vs Non Food Grade Materials

HazWoper

- Hazardous Material Handling
- Spill Prevention Countermeasure Controls
- Department of Transportation Training
- Water System Emergency Prevention

Management Skills (Managers/Supervisors/Leads Only)

- Effective Meetings for Leaders
- Finance for Technical Managers
- Leadership and Team Building
- Safety and the Supervisor

Manufacturing Skills

- Good Manufacturing Practices
- Materials Process and Equipment
- Changeover Procedures
- Adjustments and Settings
- Assembly Process Control
- Setup and Testing
- Power Industrial Equipment
- Lean Manufacturing
- Pneumatics/Hydraulics
- Electrical and Electronics
- Troubleshooting
- Boilers, Cookers, and Can Assembly Equipment
- Safety Skills
- Cyber Security Prevention
- Bloodborne Pathogens
- Power Industrial Equipment
- Hazard / Risk Assessments
- Confined Space Certification
- Energy Control Systems and Process
- Standard Operating Procedures
- Hot Works Permit Review
- Hearing Conservation

Computer-Based Training

Trainees may receive any of the following:

Manufacturing Skills

- Good Manufacturing Processes (0.5)
- Safety Skills (0.5)
- Cyber Security Prevention (0.5)
- Electrical Arc Flash (3)
- Electrical General Safety (3)
- Hot Works (1)
- Confined Space (2)
- Risk Assessment (1)
- Hazard Identification (1)
- Power Industrial Equipment (3)
- Fire Prevention (0.5)
- Emergency Preparedness (0.5)
- Safety Culture Development and Leadership (1)
- Safety Behavior Based Program Analysis (1)
- Injury Illness Prevention Risk Assessments (1)

Safety Skills - OSHA 10 (Certified-OSHA Instructor)

- OSHA 10 (10 hours)

Safety Skills - OSHA 30 (Certified-OSHA Instructor)

- OSHA 30 (30 hours)



Retrainee-Job Creation

Training Proposal for:

**North Star Emergency Services, Inc.
dba NORCAL Ambulance
Contract Number: ET23-0188**

Panel Meeting of: October 28, 2022

ETP Regional Office: San Francisco Bay Area

Analyst: R. Jackson

PROJECT PROFILE

Contract Attributes:	Priority Rate Retrainee Medical Skills Training Job Creation Initiative SET	Industry Sector(s):	Other (J) Healthcare (62) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Marin, San Mateo, Santa Clara, Sacramento, San Joaquin, Contra Costa, Alameda, Stanislaus	Repeat Contractor:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Number of Employees in:	CA: 700	U.S.: 700	Worldwide: 700
<u>Turnover Rate:</u>	3%		
<u>Managers/Supervisors:</u> (% of total trainees)	0%		

FUNDING DETAIL

In-Kind Contribution
\$491,600

Total ETP Funding
\$450,800

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Medical Skills Training Priority Rate SET	Business Skills Commercial Skills Computer Skills Continuous Improvement Medical Skills (Didactic) Medical Skills (Preceptor)	400	8-200	0	\$920	\$21.57
				Weighted Avg: 40			
2	Job Creation Initiative Retrainee Medical Skills Training Priority Rate SET	Business Skills Commercial Skills Computer Skills Continuous Improvement Medical Skills (Didactic) Medical Skills (Preceptor)	90	8-200	0	\$920	\$19.61
				Weighted Avg: 40			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: Job Number 1: \$21.57 per hour for San Joaquin, Stanislaus, and Sacramento counties; \$23.30 per hour for Contra Costa County; and, \$23.53 per hour for Alameda, Marin, San Mateo, and Santa Clara counties.

Job Number 2 (Job Creation): \$19.61 per hour for Alameda, Marin, San Mateo, and Santa Clara counties; \$19.42 per hour for Contra Costa County; and, \$17.64 per hour for San Joaquin, Stanislaus, and Sacramento counties.

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

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

Up to \$2.50 per hour may be used to meet the Post-Retention Wage for Job Number 1.

Up to \$0.04 per hour may be used to meet the Post-Retention Wage for Job Number 2.

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1: Retrainee		
Administrative Staff		5
		10
Emergency Medical Technician		40
		170
		15

Lead		25
		5
Medical Technician		25
		50
		5
Registered Nurse		20
Technical Staff		5
		10
		15
Job Number 2: Job Creation		
Administrative Staff		5
		5
Emergency Medical Technician		10
		10
		5
Lead		5
		10
Medical Technician		5
		10
		5
Registered Nurse		5
Technical Staff		2
		5
		8

INTRODUCTION

Founded in 2004, and headquartered in Livermore, North Star Emergency Services, Inc. dba NORCAL Ambulance (North Star) (<https://www.norcalambulance.com>) is in the emergency-services industry as a first responder ambulance transport provider for patients needing emergency medical services or transportation services. North Star is a stand-alone corporation and not a subsidiary of any other organization. Training will be conducted at its Northern and Central California locations.

This will be North Star's first ETP Contract.

Veterans Program

Although North Star does not have a formal veterans' program in place for recruitment, the Company does hire and employ veterans through its normal hiring practices.

Retrainee - Job Creation

The Company will hire 90 new employees (Job Number 2). The date-of-hire for trainees will be within the three-month period before contract approval or within the term-of-contract. The Panel offers incentives to companies that commit to hiring new employees. Training for newly-hired employees will be subject to a lower post-retention wage.

Due to business-capacity growth, North Star has an expanding ambulance service (critical-care transportation) and has ample room in its existing facilities to accommodate the newly hired staff. Additionally, the Company has a need to meet its increased service demands from customers caused in part by an aging population and population growth generally.

PROJECT DETAILS

Due to North Star's increased use of technology, a need to upgrade the skills of staff to keep pace with the Emergency Medical Services industry's changes have presented the need for training. ETP training will focus on transportation and treatment of critical care patients. North Star's management helped assess training needs and identified the populations needing training. Furthermore, the training plan is needed to help meet the Company's objectives which includes: improving safety; reducing errors to improve patient outcomes; and, improve vocational skills to meet changing (higher) standards of medical care and to manage an expanding business.

Overall, training is needed to respond to increased service transportation calls caused in part by the COVID-19 pandemic and for new critical care equipment being installed into ambulances.

Training Plan

The following training will be conducted via Class/Lab, E-Learning, Didactic, and Clinical Preceptor delivery methods:

Business Skills: This training will be offered to Administrative Staff, Leads, Emergency Medical Technicians, Medical Technicians, Technical Staff, and Registered Nurses in topics such as Accounting Skills and Communications to increase the quality of customer services and assist the Company with its expansion.

Commercial Skills: This training will be offered to Leads, Emergency Medical Technicians, Medical Technicians, Technical Staff, and Registered Nurse in topics such as Field Operations and Medical Skills to improve patient outcomes.

Computer Skills: This training will be offered to all occupations on course topics such as Electronic Medical Records and Evidence Based Practice to ensure improved communications via computers to increase safety of patients.

Continuous Improvement: This training will be offered to all occupations on course topics such as Ambulance Operations, Documentation, and Inspection Procedures will assist the Company in reducing errors and improve efficiency.

Medical Skills (Didactic): This training will be offered to Registered Nurses, Emergency Medical Technicians and Medical Technicians on course topics such as Cardiac Life Support and

Assessments. This training is designed to reinforce custom-built medical training to improve outcomes in emergency scenarios.

Medical Skills (Clinical Preceptor): This training will be offered to Registered Nurses, Emergency Medical Technicians and Medical Technicians on course topics such as Cardiac Life Support, COVID-19 Procedures, Critical Transport, and Trauma Emergencies. ETP allows for a 1:10 trainer-to-trainee ratio for the delivery of clinical preceptor.

Commitment to Training

Currently, North Star invests an estimated \$575K in training (annually) statewide. Training provided (which is not a part of the ETP request) includes non-mandatory training, orientations, violence in the workplace prevention, OSHA-required training, legal training, first aid, training related to continuing education or training leading to degrees, and training included in the purchase price of any new equipment. ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

North Star's Director of Training and Education (dedicated administrator) will oversee the project, while teaming up to form an internal two-person administrative team with the Company's Training Coordinator for project administration. Training will be delivered by 20 in-house trainers comprised of managers and directors who are also subject-matter experts. It also retained a third-party subcontractor to assist with ETP systems and overall administration.

Impact/Outcome

- Supports Medical Preceptor training conducted in the ambulances with patients to better train staff on the use of new equipment to reduce errors and improve patient outcomes.
- Improves communication of staff to better inform care facilities of patient histories.
- Increases medical skills in trauma response for better outcomes of patients and adds transferable and upward mobility vocational skills of staff.
- Reinforces the rapid hiring and structured vocational training of 90 newly hired staff.

Special Employment Training (SET)

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

➤ Wage Modification

Per Medical Skills' guidelines, staff is instructed to use Standard Wages per county not the Modified Statewide Average Wage (SET) for projects with Medical Skills' attributes.

The Company requests this post-retention wage modification for these trainees permissible under the Medical Skills' guidelines.

High Unemployment Area

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

➤ Wage Modification

For these trainees, the Panel may modify the ETP Minimum Wage by up to 25% if post-retention wages exceed the start-of-training wages.

However, the Company is not requesting a wage modification.

DEVELOPMENT SERVICES

North Star retained National Training Company, Inc. (NTC) in Irvine to assist with development of this proposal for a flat fee of \$15,000.

ADMINISTRATIVE SERVICES

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

TRAINING VENDORS

To Be Determined

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

BUSINESS SKILLS

- Accounting Skills
- Communication Skills
- Healthcare Administration
- Management Essentials
- Quality Patient Care
- Budget Analysis
- Effective Report Writing
- Time Management

COMMERCIAL SKILLS

- Advanced Cardiac Life Support
- Clinical Decision Making
- Emergency Medical Care
- Equipment Maintenance
- Field Operations
- Mass Casualty Incident
- Medical Training
- Pediatric Advanced Life Support
- Advanced Operating Procedures

COMPUTER SKILLS

- Accounting Software
- Electronic Medical Records
- Electronic Prescriptions
- Evidence Based Practice
- Excel Tables
- Microsoft Office (Intermediate/Advanced)
- Patient Billing
- Scheduling Software

CONTINUOUS IMPROVEMENT

- Ambulance Operations Skills
- Conflict Resolution
- Documentation
- Communications and Protocols

- Inspection Procedures
- Leadership

MEDICAL SKILLS (Didactic)

- Advanced Cardiac Life Support
- Advanced Prehospital Care
- Airway Management
- Airway Management Ventilation
- Ambulance Operation Course
- Anatomy and Physiology
- Assessments
- Cardiac Life Support
- Communications Procedures
- COVID-19 Procedures
- Documentation Policies
- EKG Rhythm Identification
- Emergency Medical Care
- Epinephrine
- Geriatric Emergencies
- Glucometers
- Hemostatic Dressing
- History Taking
- Medical Equipment Operation
- Medical Terminology
- Medical Training
- Naloxone
- Neonatal Procedures
- Obstetrics & Gynecology
- Patient Assessment
- Pediatric Advanced Life Support
- Pharmacology
- Pre Hospital Care
- Special Patient Populations
- Therapeutic Communication
- Trauma Procedures
- Pathophysiology
- Research Principles and Evidence Based Practice

MEDICAL SKILLS (Preceptor) 1:10 Ratio

- Abdominal Trauma
- Ambulance Operation Course
- Anatomy and Physiology
- Assessment-Based Management
- Cardiac Life Support
- Clinical Decision Making
- COVID-19 Procedures
- Critical Transport
- Gastroenterology
- History Taking
- Musculoskeletal Trauma
- Physical Exam Techniques
- Supervised Clinical Field Ambulance Training
- Therapeutic Communication
- Toxicology and Substance Abuse
- Discharge Planning
- Emergency Medical Care
- Medical Documentation



**Training Proposal for:
Threshold Enterprises, LTD.**

Contract Number: ET23-0189

Panel Meeting of: October 28, 2022

ETP Regional Office: San Francisco Bay Area

Analyst: S. Wang

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate	Industry Sector(s):	Manufacturing (E) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Santa Cruz	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Number of Employees in:	CA: 530	U.S.: 632	Worldwide: 632
<u>Turnover Rate:</u>	5%		
<u>Managers/Supervisors:</u> (% of total trainees)	7%		

FUNDING DETAIL

In-Kind Contribution
\$537,000

Total ETP Funding
\$495,880

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Priority Rate	Business Skills, Computer Skills, Cont. Improv., Mfg Skills, PL - Mfg. Skills	490	8-200	0	\$1,012	\$21.57
				Weighted Avg: 44			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: \$21.57 per hour for Santa Cruz County.
Health Benefits: Yes No This is employer share of cost for healthcare premiums – medical, dental, vision.
Used to meet the Post-Retention Wage?: Yes No Maybe
 Up to \$2.50 per hour may be used to meet the Post-Retention Wage.

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Administrative Support Staff		20
		15
		10
Maintenance Staff		20
		15
		10
Managers / Supervisors		15
		10
		10
Production Workers		185
		70
		30
Quality Control Staff		15
		5
		5
Technical Staff		30
		15
		10

INTRODUCTION

Founded in 1978 and headquartered in Scotts Valley, Threshold Enterprises Ltd. (Threshold) (www.thresholdenterprises.com) produces fine-quality dietary supplements and provides nutritional education. The Company receives raw materials from all over the world and processes them into vitamins, tablets, capsules, and other natural products. The Company operates three facilities in California - Santa Cruz, Scotts Valley and Watsonville. ETP training will be delivered at the Scotts Valley manufacturing facility.

This will be Threshold's third ETP Contract, its third in the last five years. In the previous project, the Company focused on training staff on COVID safety, vocational English, Lean manufacturing, and leadership skills. The proposed training will focus on increasing production, reducing waste, and cross training workers on production equipment. Threshold offers more than 450 brands and 18,000 products, which are distributed and sold globally. Some of its U.S retailers include Costco, Wal-Mart, Target, Trader Joe's, and Whole Foods.

Veterans Program

Even though this proposal does not include a Veteran's Job Number component, Veterans are included as part of Threshold's recruitment process. The Company participates in Veteran job fairs in San Jose to support individuals who served in the armed forces as they transition into the civilian workforce.

PROJECT DETAILS

ETP-funded training will allow the Company's trainees to efficiently produce its products to meet the increased demand for supplements. Due to the pandemic, Threshold's customer base has continued to expand as people became more self-aware of health issues related to the pandemic. There is a feeling that by taking more supplements, customers may be able to help strengthen their immune system. Good nutrition can help to decrease the effects of flu and COVID-19.

Training Plan

The following training will be conducted via Class/Lab, E-Learning, and Productive Lab (PL) delivery methods:

Business Skills: This training will be offered to all occupations in courses such as Budget – Cost Estimation, Presentation Skills, and Sales Skills. This will allow workers to improve customer service, resulting in increased sales.

Computer Skills: This training will be offered to all occupations in courses such as Computerized Reports, Cybersecurity, Database Management, and Web Management. This training will enable workers to use computers to effectively support business processes. The result will be reduced organizational costs.

Continuous Improvement: This training will be offered to all occupations in courses such as Compliance Tracking, Facility Cleanliness, Good Manufacturing Practices, and Lean Manufacturing to reduce waste and operating costs.

Manufacturing Skills: this Training will be offered to Maintenance Staff, Production Workers, Technical Staff, and Quality Control Staff on course titles that include Encapsulation Procedures, Equipment Maintenance, Milling Procedures, and Packaging Processes to improve operating efficiency while producing more products and services.

Productive Laboratory (PL- Manufacturing Skills)

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

The proposed PL- Manufacturing Skills' training will offer training opportunities on production lines and procedures used throughout the manufacturing facility. A total of 85 trainees working as Maintenance Staff, Production Workers, Technical Staff, and Quality Control Staff who interface with new and/or improved manufacturing processes will attend up to 50 hours of PL training.

PL training will ensure that Maintenance Staff, Production Workers, Technical Staff, and Quality Control Staff acquire the critical skills needed to perform their jobs at a quality standard acceptable by regulatory bodies. Trainees will be utilizing equipment specialized for Encapsulation, Production, Milling, Packaging, and Sanitizing. PL training is an interactive training event directly supervised by a qualified trainer. All trainers are subject-matter experts (managers and supervisors) who have a minimum of 2 years of experience on equipment and who will observe, evaluate, and correct student behavior to confirm the students are following standard operating procedures. Threshold is requesting a trainer-to-trainee ratio of 1:1.

Commitment to Training

Threshold spends \$263,000 annually on training in California, which includes new-hire orientation, first aid, sexual-harassment prevention, and Food and Drug Administration training. ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

The Chief Financial Officer (dedicated administrator) will oversee the project. There will be one Training Coordinator who will be assisting with scheduling training, collecting training rosters, and other internal administrative duties. Training will be delivered by 20 (in-house) subject-matter experts and by outside vendors if needed. It also hired a third-party subcontractor to assist with ETP administration and coordination with ETP staff.

Impact/Outcome

Upon completion of training, trainees will learn how to efficiently produce products to meet the increased customer demands.

Active COVID Contract

The Company has an active contract with ETP under the COVID Pilot, with a term of May 17, 2021 to May 16, 2023. Of an estimated 98 trainees, 161 have been enrolled and 161 have received the minimum hours of training.

Alternate Recordkeeping

Staff has reviewed and approved the Company's request to use an alternate recordkeeping method.

PRIOR PROJECTS

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

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
ET19-0390	Scotts Valley	3/4/19 – 8/30/21	\$143,000	\$121,491.76 (85%)

DEVELOPMENT SERVICES

The Company retained National Training Company, Inc. (NTC) in Irvine to assist with development of this proposal for a flat fee of \$15,000.

ADMINISTRATIVE SERVICES

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

TRAINING VENDORS

To Be Determined

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

BUSINESS SKILLS

- Budget - Cost Estimation
- Leadership
- Presentation Skills
- Production and Inventory Management
- Project Management
- Risk Management
- Sales Skills
- Situational Behavior / Perception

COMPUTER SKILLS

- Computerized Reports
- Cybersecurity
- Database Management
- Electronic Forms
- Electronic Records
- ERP Software
- Microsoft Office (Intermediate / Advanced)
- Microsoft Projects
- Preventative Maintenance Program
- Scheduling Software
- Web Management

CONTINUOUS IMPROVEMENT

- Compliance Tracking
- Facility Cleanliness
- Good Manufacturing Practices
- Inventory and Raw Materials Training
- Kaizen Events
- Lean Manufacturing
- Process Improvement
- Production Operation
- Productivity Improvement

MANUFACTURING SKILLS

- Clean Room Operations
- Encapsulation Procedures
- Equipment Maintenance
- Inspection Techniques
- Milling Procedures
- Packaging Processes
- Prevention Maintenance

- Product Specifications
- Production Safety Training
- Quality Control
- Roller Compactor Procedures
- Sanitizing Procedures
- Standard Operating Procedures
- Statistical Process Control

Productive Lab (Trainer-to-Trainee Ratio 1:1)

PL- MANUFACTURING SKILLS

- Calibrating Equipment
- Equipment Operation
- Inventory Control
- Product Packaging
- Product Specifications
- Product Testing



Retrainee-Job Creation
Training Proposal for:
Foster Poultry Farms LLC
Contract Number: ET23-0192

Panel Meeting of: October 28, 2022

ETP Regional Office: Sacramento

Analyst: J. Fetsch

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate HUA Job Creation Initiative	Industry Sector(s):	Manufacturing (E) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Fresno, Merced, Tulare, Los Angeles, Stanislaus,	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No United Food & Commercial Workers International 8; Teamsters Union Local No. 630		
Number of Employees in:	CA: 9,550	U.S.: 13,700	Worldwide: 13,700
<u>Turnover Rate:</u>	14%		
<u>Managers/Supervisors:</u> (% of total trainees)	14%		

FUNDING DETAIL

In-Kind Contribution
\$530,000

Total ETP Funding
\$499,100

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Priority Rate	Business Skills, Manufacturing Skills, Commercial Skills, Computer Skills, Continuous Improvement Skills, Hazardous Materials, PL-Manufacturing Skills	985	8-200	0	\$460	\$21.57
				Weighted Avg: 20			
2	Job Creation Initiative Retrainee Priority Rate	Business Skills, Manufacturing Skills, Commercial Skills, Computer Skills, Continuous Improvement Skills, Hazardous Materials, PL-Manufacturing Skills	80	8-200	0	\$575	\$18.00
				Weighted Avg: 25			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: **Job Number 1:** \$21.57 in Fresno, Merced, Tulare, and Stanislaus Counties and \$21.73 in Los Angeles County. **Job Number 2:** \$17.64 in Fresno, Merced, Tulare, and Stanislaus Counties and \$18.11 in Los Angeles County.

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

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

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

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1 (Retrainee)		
Sanitation		25
		35
Quality Control		30
		45
Production		60
		250
		85
Machine Operator		40
		90
		85
Maintenance Mechanic		10
		65

		35
Supervisor		90
Front Line Manager		40
Job Number 2 (Job Creation)		
Sanitation		10
Quality Control		10
		5
Production		10
		15
Machine Operator		3
		7
Maintenance Mechanic		5
		5
		5
Supervisor		2
Front Line Manager		3

INTRODUCTION

Founded in 1939 and headquartered in Livingston, Foster Poultry Farms LLC (Foster Farms) (www.fosterfarms.com) is the largest poultry producer in the Western United States. The Company's farms grow, process, package, and ship its products to grocery stores and restaurants throughout the United States. Products include fresh chicken, chicken and turkey deli products, frozen appetizers, franks, and corn dogs. Foster Farms has 12 processing locations and multiple growth farms throughout California. However, training under this proposal will be delivered at the Company's Livingston Headquarters location only. This is Foster Farms sixth ETP Contract and fourth in the last five years.

Veterans Program

Although it does not have a Veterans' component in this project, Foster Farms hires Veterans thru Job Fairs and outreach to Veteran Organizations.

Union Support

Production, Machine Operator, Sanitation, and Maintenance Mechanics are represented by United Food & Commercial Workers International Union 8 and Teamsters Local Union No. 386. Letters of support for this training project have been received.

PROJECT DETAILS

In the previous proposal, the Company focused on implementing new processing equipment such as top of the line water jet cutters, vacuum tumblers and brine margination machines to its processing procedures. This project will focus on integration of the Company's investment in a Workday Enterprise System as well as a new evisceration line in the Fresno processing location.

Foster Farms has recently invested a significant amount to purchase and integrate a Workday Enterprise System. This system will help the Company become more efficient in all internal processes. This new upgraded ERP system will be rolled out company-wide and requires an extensive training effort to realize the benefits. Another upgrade that the Company has invested in is a Marel EVIS system, this system will assist in cutting, eviscerating and harvest giblets. The new system will eliminate waste associated with the production process.

The Company will also continue training on World Class Manufacturing including LEAN, Food Grade Sanitation Practices, and BRC standards and Food Safety Precautions. Although training topics are similar to those provided in the prior Contract, trainees will not repeat the same training courses previously received.

Retrainee - Job Creation

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

Due to an expanding customer base and growing demand for chicken and turkey products, Foster Farms is expecting to hire 80 employees (Job Number 2) over the next 2 years to meet demands. The date-of-hire for trainees will be within the three-month period before contract approval or within the term-of-contract.

Training Plan

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

Business Skills: Training will be provided to Quality Control, Supervisors and Front Line Managers. Training will focus on building skills that result in more efficient processes and communication. Training topics includes Effective Communication, Business Writing, and Data Report Generation and Interpretation.

Commercial Skills: Training will be offered to Production, Machine Operators, and Quality Control, and Maintenance Mechanics. Training will focus on programming, repair and equipment diagnostic. Training topics include Industrial Lubrication/Hydraulics, Programmable Logic Controller/ Variable Frequency Drive (PLC/VFD), and Refrigeration System Repair and Maintenance.

Computer Skills: Job specific training will be delivered to all occupations. Training will focus on the integration of a new software enterprise system. Training topics include Workday Enterprise System and Computer Assisted Machinery Control Software.

Continuous Improvement: Training will be offered to all occupations. Training will continue focus on providing the highest level of quality, food safety, and customer satisfaction. Training topics include LEAN Quality Processes, Food Product Safety and British Retail Consortium.

Manufacturing Skills: Training will be offered to Maintenance Mechanics, Production, Quality Control, Machine Operators, and Front-Line Managers. Training will focus on proficient set up, operation, and cleaning of all production equipment. Training topics include Maren EVIS Machinery Line Training, Food Grade Sanitation Practices, and Production Equipment Safe Operation and Preventative Maintenance.

Hazardous Materials: Training will be offered to Maintenance Mechanics, Production, Quality Control, and Sanitation. Training will allow the workers to operate in an appropriate manner when handling hazardous materials and conditions. Training topic includes Safe Handling, Reporting and Cleanup of Hazardous Materials.

Productive Laboratory (PL)

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

Foster Farms is requesting 10 PL training hours at a 1:3 trainer-to-trainee ratio. The Company is requesting a 1:3 training ratio because machines require teams to operate and to not duplicate training efforts. PL is the most effective way for staff to fully comprehend the new production process and complex new manufacturing equipment. PL training will only be delivered to Production staff. Training will be offered on Production Equipment Operation and the Marel EVIS Machinery Equipment Line Training. After a specified number of successful completions of the task, the trainee will be deemed competent.

PL training will supplement Class/Lab training to strengthen employees' understanding of unique tasks on each specific piece of equipment. A well-educated and experienced staff will result in higher-quality products. Training will increase the potential for employee career growth.

High Unemployment Area

All trainees participating in this project work in a High Unemployment Area (HUA), a region with unemployment exceeding the state average by at least 25%. The Company's locations in Fresno, Merced, Tulare, Los Angeles and Stanislaus Counties are in an HUA.

However, the Company is not requesting a wage modification.

Commitment to Training

Foster Farms commits approximately \$30,000 annually for training at each location. The Company utilizes subject matter experts within their Company to conduct their training. The training budget includes state-mandated safety training, onboarding, and sales training. ETP funds will not displace the Company's existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

The Director of HR Operations will be responsible for program oversight and communication with ETP. An associate from Corporate Learning and Development will oversee all administrative responsibilities, recording, tracking, scheduling training, securing ETP rosters, verifying training and retention completion and ensure compliance with all ETP requirements. An HR representative from each location will be responsible for collecting and sending ETP Rosters to the corporate office. The Company has retained an Administrative Subcontractor for assistance on this project. Training will be provided by in-house experts and vendors as needed.

Active COVID Contract

The Company has an active contract with ETP under the COVID Pilot Project with a term of 12/14/2020 to 12/13/2022 of an estimated 90 trainees, 134 have been enrolled and 90 have

received the minimum hours of training. Foster Farms has earned 100% of the contract amount for this project.

PRIOR PROJECTS

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

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
ET20-0222	Livingston	12/23/2019- 3/22/2022	\$553,150	\$489,458 (88%)
ET18-0170	Livingston	2/24/2018- 2/23/2020	\$683,550	\$594,015 (87%)
ET16-0284	Livingston	2/1/2016- 1/31/2018	\$249,840	\$201,850 (81%)

DEVELOPMENT SERVICES

Strategic Business Solutions, LLC in Visalia to assist with development for a flat fee of \$8,250.

ADMINISTRATIVE SERVICES

Strategic Business Solutions, LLC will also perform administrative services for a fee not to exceed 13% of payment earned.

TRAINING VENDORS

To Be Determined

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

Trainees may receive any of the following:

Business Skills

- Effective Communication
- Business Writing
- Production Math
- Data Report Generation and Interpretation

Commercial Skills

- Industrial Lubrication/Hydraulics
- Production Equipment Maintenance and Repair
- Programmable Logic Controller/Variable Frequency Drive (PLC/VFD)
- Pump Repair and Maintenance
- Refrigeration System Repair and Maintenance
- Confined Space
- Height Training
- Personal Protective Equipment

Computer Skills

- Workday Enterprise System
- Advanced Material Required Planning (MRP)
- Computer Assisted Machinery Control Software

Continuous Improvement Skills

- Teambuilding
- Leadership
- LEAN Quality Processes
- British Retail Consortium
- Food Product Safety

Hazardous Materials Skills

- Safe Handling, Reporting and Cleanup of Hazardous Materials

Manufacturing Skills

- Food Grade Sanitation Practices
- Materials Handling Equipment Training
- Production Equipment Safe Operation and Preventative Maintenance
- Marel EVIS Machinery Line Training

Productive Lab (Trainer-to-Trainee Ratio 1:3)

Trainees may receive any of the following:

Manufacturing Skills

- Production Equipment Operation
- Marel EVIS Machinery Equipment Line Training



United Food & Commercial Workers International Union, AFL-CIO, CLC

Jacques Loveall
President
International Vice President

October 18, 2022

Roseville
(Headquarters)
2200 Professional Dr.
Roseville, CA 95661
(916) 786-0588
(916) 786-0958 (fax)

Executive Director
Employment Training Panel
1100 J Street, 4th Floor
Sacramento, CA 95814

Bakersfield
1910 Mineral Ct.
Bakersfield, CA 93308
(661) 391-5770

RE: ETP Training Program

Dear ETP Training Program Director:

Chico
20 Constitution Dr.
Suite C
Chico, CA 95973
(530) 895-0017

The United Food and Commercial Workers Union 8-Golden State represents over 32,000 members in the Western United States. We represent 1,140 members at the Fresno, California, plant and 610 members at the Turlock, California, plant who work in production areas at these facilities. Members to be included in this proposal are:

Concord
1000 Burnett Ave.
Suite 130
Concord, CA 94520
(925) 687-8018

Belgravia	
Production Workers	150
Maintenance	20
Sanitation	25

Turlock	
Production Workers	75
Maintenance	20
Sanitation	20

UFCW 8-Golden State is an ardent proponent of the ETP Training Program and strongly recommends and supports Foster Farms in their efforts to secure funding for employee training. The training program will provide our members with knowledge and skills needed to meet operational demands which in turn will enhance advancement opportunities and provide a more secure work environment for the future.

Fresno
3485 W. Shaw Ave.
Suite 101
Fresno, CA 93711
(559) 271-1288

UFCW 8-Golden State has received a Notice of Intent to train Collective Bargaining Agreement represented workers. In accordance with ETP regulation 4404, the Notice of Intent contained the information regarding the proposed training, the impacted employee population, the labor organization opportunity to participate in the agreement's development, and the effective date of the application.

Modesto
1920 Standiford Ave.
Suite 3
Modesto, CA 95350
(209) 529-0596

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

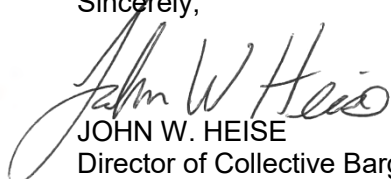
Redding
3400 Bechelli Ln.
Suite C
Redding, CA 96002
(530) 222-3905

If you have any questions, please do not hesitate to contact me at (916) 786-0588.

Sacramento
1930 9th St.
Suite 208
Sacramento, CA 95811
(916) 503-8828

Sincerely,

Santa Rosa
940 Hopper Ave.
Santa Rosa, CA 95403
(707) 546-1384


JOHN W. HEISE
Director of Collective Bargaining

JWH:dr

Lou Villalvazo
Secretary-Treasurer

Frank Afoa
President



January 18, 2022

Employment Training Panel
1100 J Street
Sacramento, CA 95814

Dear Panel Members,

We understand Foster Farms is requesting ETP funding. The proposed training plan for the specified members has our support. The approximate number of trainees from the following occupations will be participating in this project:
(25)

630 GENERAL LABOR LVL 1
630 GENERAL LABOR LVL 2
630 SANITATION (1st and 2nd shift)
630 OPERATOR
630 COOK ASSISTANT
630 COOKER OPERATOR
630 SANITARIAN-LAUNDRY-FACILITY
630 PACKAGING OPERATOR
630 CORN LINE OPERATOR
630 SPICE ROOM
630 MASTER COOK
630 MASTER WAREHOUSEMAN
630 FORKLIFT OPERATOR
630 SANITATION (3rd shift)
630 TRAINER
630 MASTER SANITARIAN
630 GROUNDS MAINTENANCE
630 PARTS CLERK
630 MECHANIC B
630 MECHANIC A
630 TECHNICIAN
630 LEAD OVER MASTER UNSUP
630 LEVEL 1 LEAD
630 LEVEL 2 LEAD
630 LEVEL 3 LEAD
630 LEVEL 4 LEAD
630 LEVEL 5 LEAD
630 LEVEL 6 LEAD

Food, Industrial and Beverage Warehouse, Drivers and Clerical Employees Union - Los Angeles and Vicinity
750 S. Stanford Avenue / Los Angeles, California 90021-1416
(213) 627-2178 / Fax (213) 627-0846



Training Courses/Plan:

CONTINUOUS IMPROVEMENT

COVID Bundle (Protocols, Personal Protective Equipment Personal Hygiene, Social Distancing)

Food Product Safety

MANUFACTURING SKILLS

Poultry Processing Overview

Workplace Sanitation Best Practices

Production Equipment Safe Operation and Maintenance

The Union Teamsters Local Union No. 630 with respective Local(s) has received a Notice of Intent to train Collective Bargaining agreement represented workers. In accordance with ETP regulation 4404, the Notice of Intent contained the information regarding the proposed training, the impacted employee population, the labor organization opportunity to participate in the agreement's development, and the effective date of the application.

Lou Villalvazo
Secretary-Treasurer

Frank Afoa
President

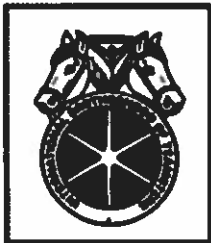


By way of this letter of support, the undersigned, as an authorized labor representative of the covered union workers during the period of training described above concurs with the proposal, inclusive of the specified training and the covered members in the training plan reviewed. Any restrictions to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

Sincerely,

OSCAR RUIZ

Divisional Representative
Teamsters Local 630
750 S. Stanford Ave.
Los Angeles CA 90021





Retrainee-Job Creation

Training Proposal for:

George Reed, Inc. dba Basic Resources, Inc.

Contract Number: ET23-0191

Panel Meeting of: October 28, 2022

ETP Regional Office: Sacramento

Analyst: K. Mam

PROJECT PROFILE

Contract Attributes:	Priority Rate Retrainee SET HUA Job Creation Initiative	Industry Sector(s):	Construction (C) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Stanislaus, Sacramento, Tuolumne, Amador	Repeat Contractor:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Number of Employees in:	CA: 700	U.S.: 854	Worldwide: 854
<u>Turnover Rate:</u>	5%		
<u>Managers/Supervisors:</u> (% of total trainees)	N/A		

FUNDING DETAIL

In-Kind Contribution
\$575,000

Total ETP Funding
\$496,800

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Priority Rate SET HUA	Business Skills, Commercial Skills, Computer Skills, Cont. Improv., PL-Commercial Skills	210	8-200	0	\$1,104	\$16.17
				Weighted Avg: 48			
2	Retrainee Priority Rate SET	Business Skills, Commercial Skills, Computer Skills, Cont. Improv., PL-Commercial Skills	190	8-200	0	\$1,104	\$29.41
				Weighted Avg: 48			
3	Retrainee Priority Rate SET Job Creation Initiative	Business Skills, Commercial Skills, Computer Skills, Cont. Improv., PL-Commercial Skills	50	8-200	0	\$1,104	\$17.64
				Weighted Avg: 48			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: Job Number 1 (SET/HUA): \$16.17 per hour for Stanislaus County.
Job Number 2 (SET): \$29.41 per hour SET/Priority Industry Statewide Average for Amador, Sacramento, and Tuolumne counties.

Job Number 3 (Job Creation): \$17.64 per hour for Stanislaus, Amador, Sacramento, and Tuolumne counties.

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

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

Up to \$0.64 per hour may be used to meet the Post-Retention Wage for Job Number 1. Up to \$2.11 per hour may be used to meet the Post-Retention Wage for Job Number 3.

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1 (SET/HUA)		
Administrative Staff		5
		5
Driver		30
		10
Engineer		5
Field Staff		55

		20
Frontline Manager/Supervisor		10
Production Staff		40
		10
Technician		15
		5
Job Number 2 (SET)		
Administrative Staff		5
Driver		30
Engineer		5
Field Staff		75
Frontline Manager/Supervisor		5
Production Staff		55
Technician		15
Job Number 3 (Job Creation)		
Administrative Staff		2
		2
Driver		2
		2
Engineer		2
Field Staff		20
		2
Frontline Manager/Supervisor		2
Production Staff		10
		2
Technician		2
		2

INTRODUCTION

Founded in 1973 and headquartered in Modesto, George Reed, Inc. dba Basic Resources, Inc. (George Reed) (www.georgereed.com) provides private and public asphalt paving services. The Company provides these services to commercial and private construction projects throughout Northern California. George Reed seeks training funds on behalf of itself and two of its affiliates VSS International Inc. dba Valley Slurry Seal and 7/11 Materials, Inc., which operates under the same headquarter address. Training will be for its nine locations throughout Stanislaus, Amador, Tuolumne, and Sacramento counties. This is George Reed's first ETP Project.

Veterans Program

George Reed does not actively recruit Veterans.

PROJECT DETAILS

Due to the continuously growing population in California, George Reed has experienced an increase in business for new road infrastructure and maintenance of existing infrastructures. The Company has implemented an above industry standard training program focused on new technologies in equipment, materials, and application methods. Training under this proposal will allow the Company to stay on top of cutting-edge technologies and methods to continue production of sustainable and long-lasting infrastructures throughout California.

Retrainee - Job Creation

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

Due to California's continuous development of new infrastructures, George Reed has experienced a 25% increase in business. The Company must hire 50 new employees (Job Number 3) to meet production demands. The date-of-hire for trainees will be within the three-month period before contract approval or within the term-of-contract. The Panel offers incentives to companies that commit to hiring new employees. Training for newly-hired employees will be subject to a lower post-retention wage.

Training Plan

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

Business Skills: Training will be offered to all occupations. Training will focus on billing processes. Training topics include Accounting Skills, Billing Processes, and Financial Planning.

Commercial Skills: Training will be offered to Engineers, Field Staff, Frontline Managers/Supervisors, Production Staff, and Technicians. Training will focus on equipment operation. Training topics include Asphalt Installation, Hot Mix Paving, and Concrete Installation Skills.

Computer Skills: Training will be offered to all occupations. Training will focus on internal software. Training topics include Business System, Inventory Integration Systems, and Labor Management Software.

Continuous Improvement: Training will be offered to all occupations. Training will focus on process improvement. Training topics include Job Site Quality Control, Production Operations, and Solving Construction Problems.

Productive Laboratory

Trainees may produce goods for profit as part of the PL training in the courses identified under the Curriculum. George Reed will train Engineers, Field Staff, Production Staff, and Technicians on mix production and equipment operating procedures. Equipment to be used includes compactors, pavers, and mixers. Since equipment cannot be reproduced in a classroom setting, PL training is necessary to ensure safety standards are met. This training will be provided at a much slower pace than regular production with significantly higher defects as trainees gain proficiency. A subject matter expert will conduct training. The trainer will demonstrate how to use the equipment, then supervise trainees' use of the equipment. A department supervisor will certify trainee competency once training is completed. Training will be under constant supervision.

George Reed is requesting a trainer-to-trainee ratio of 1:3 and up to 60 hours per trainee. Due to the complexity of mix production and rough grading and minimal number of specialized equipment, the Company must train on-site techniques and application to ensure proper training occurs. Each equipment requires a maximum of 3 employees operating for safety precautions.

Commitment to Training

George Reed invests \$100,000 annually for all of its facilities in California including training orientation and safety training. ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

George Reed has assigned a training coordinator at each facility with the responsibility of managing the training program including roster collection and tracking hours. Additionally, the Company has hired a third-party administrator with extensive ETP administration experience to work closely with staff to complete the project successfully.

Special Employment Training

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

➤ Wage and Retention Modifications

For trainees employed in a priority industry, the Panel may modify the wage up to 25% below the statewide average hourly wage (from \$39.21 to \$29.41). The Company requests this modification for Job Number 2.

The trainees in Job Number 1 work in a High Unemployment Area (HUA). This is a region with unemployment exceeding the state average by 25%. The Company's locations in Stanislaus County are in an HUA.

These trainees qualify for the ETP Minimum Wage rather than the Statewide Average Hourly Wage. The Panel may modify the ETP Minimum Wage for these trainees by up to 25% if post-retention wages exceed the start-of-training wages.

George Reed is requesting a wage modification from \$29.41 per hour to \$16.17 per hour for Job Number 1.

Electronic Recordkeeping/LMS

Staff has reviewed and approved George Reed's use of a Learning Management System (LMS) for recordkeeping.

DEVELOPMENT SERVICES

National Training Company, Inc. in Irvine assisted with development of this proposal for a flat fee of \$15,000.

ADMINISTRATIVE SERVICES

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

TRAINING VENDORS

To Be Determined

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Accounting Skills
- Billing Processes
- Contract Management
- Financial Planning
- Internal Report Writing
- Preconstruction Planning
- Presentation Skills
- Project Management
- Supply Chain Management

Commercial Skills

- Advanced Framing Techniques
- Asphalt Installation
- Blueprint Reading
- Building Codes
- Compliance Tracking
- Concrete Installation Skills
- Critical Thinking
- Design Services
- Estimation
- Hot Mix Paving
- Inventory Management
- Material Handling Operations
- Material Scheduling
- Production Framing
- Standard Operating Procedures
- Surveying and Layout
- Systems Control

Computer Skills

- Business System
- Computerized Reports
- Construction Software
- Database Management
- Electronic Forms
- Inventory Integration Systems
- Labor Management Software
- Microsoft Office (Intermediate/Advanced)
- Software Installation
- Windows Management

Continuous Improvement Skills

- Building Teams
- Compliance Tracking
- COVID-19 Procedures
- Job Site Quality Control
- Product Testing
- Production Operations
- Safety Leadership
- Solving Construction Problems

Productive Lab (Trainer-to-Trainee Ratio 1-3)

Trainees may receive any of the following:

Commercial Skills

- Advanced Framing Techniques
- Asphalt Installation
- Compaction
- Concrete Installation Skills
- Hot Mix Paving
- Material Handling Operations
- Mix Production
- Rough Grading



Training Proposal for:

Associated Builders & Contractors Central California Chapter

Contract Number: ET23-0171

Panel Meeting of: October 28, 2022

ETP Regional Office: North Hollywood

Analyst: M. Paccarelli

PROJECT PROFILE

Contract Attributes:	Priority Rate Retrainee HUA SET	Industry Sector(s):	MEC (H) Construction (23) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Kern, Kings, Tulare	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Turnover Rate:	≤20%		
Managers/Supervisors: (% of total trainees)	N/A		

FUNDING DETAIL

Program Costs	+	Support Costs	=	Total ETP Funding
\$326,600		\$22,720 8%		\$349,320

In-Kind Contribution:	50% of Total ETP Funding Required	\$400,000
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TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Priority Rate SET HUA	Commercial Skills, Business Skills, OSHA 10/30	355	8-200	0	\$984	\$17.00
				Weighted Avg: 40			

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

Minimum Wage by County: Job Number 1 (HUA): \$16.17 for Kern, Kings, and Tulare Counties
Health Benefits: Yes No This is employer share of cost for healthcare premiums – medical, dental, vision.
Used to meet the Post-Retention Wage?: Yes No Maybe
 Although employer provides health benefits, they are not being used to meet Post-Retention Wage.

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Applicator		29
		14
		14
Equipment Operator		50
		20
		30
Maintenance Technician		110
		35
		16
Safety Technician		20
		9
		8

INTRODUCTION

Founded in 1998, Associated Builders & Contractors Central California Chapter (ABC) (www.abccentralcal.org) is a non-profit membership-based trade association formed by a group of oil producers and contractors in Central Valley.

ABC provides training services and workforce development to members of the community in the Central Valley. It also assists members with legislative affairs, building code updates, marketing of member services to other businesses, and networking opportunities.

Veterans Program

ABC is proud to partner with Kern Patriot Partnership as its workforce development resource providing support and services to the Veteran community in Central Valley. Although there will be no Veterans training component in this proposal, participating employers employ a significant number of Veterans through their normal hiring practice and they will be trained in this project.

PROJECT DETAILS

This will be ABC's second ETP contract. Training under this proposal will enable ABC to provide participating employers with the skills necessary to remain competitive within their industries. The "core" group of employers consists of those in the priority industries and small businesses representing 92% of the requested funding. Training will be customized to employer business needs based on each participating employer's improvement goals and assessments to improve employees' productivity, and efficiency.

Training will focus on less experienced individuals who are skilled at what they do but just need additional expertise or specific business skills. Participating employers need to continue to develop lower-level team members into mid-level members who can assist in leading projects. Many of the more experienced individuals are needed at leadership levels or are coming upon retirement. Training will also upgrade the skills of long-term employees who will need training on how to utilize the newest techniques, processes, and equipment as well as customer relations, project management, and business principles.

Overall, the proposed training will increase trainee skillsets with respective value to employers. Training will ensure each participating employer can elevate employees' capacity to perform their job duties and enhance their company's competitiveness.

Training Plan

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

Business Skills: This training will be offered to all occupations to improve communication skills, customer relations, project management, problem solving, decision making and leadership skills.

Commercial Skills: Training will be offered to all occupations focusing on administrative controls, cleaning practices, construction math, operational techniques, equipment and tools, and worker environmental awareness.

Certified Safety Training

OSHA 10/30. This training is a series of courses "bundled" by industry sector and occupation. The coursework is geared to construction work. Completion of the training results in a certificate that expands employment opportunities. The coursework must be approved by Cal-OSHA, and the instructors must be certified by Cal-OSHA.

Alternate Recordkeeping

Staff has reviewed and approved ABC's request to use an alternate recordkeeping method.

Curriculum Development

The curriculum was developed based on input from its members and industry experts. It is evaluated regularly to ensure it meets employer needs and keeps pace with industry trends. To discuss the effectiveness of training, ABC holds regular meetings with its Board and members and obtains feedback on each course delivered. ABC also sends out questionnaires to its members asking for a survey of preferred training topics and concerns regarding their businesses and presents training solutions to help them with their needs.

The curriculum is modified based on feedback received and the curriculum is updated accordingly. ABC also follows up with employers to confirm observable improvements in job performance and impact of the training programs.

Marketing and Support Costs

ABC has long standing relationships with several organizations and government entities in the area to additionally market and provide services to members. ABC also works regularly with Kern County and various counties it serves, city governments, and various Chambers of Commerce. To identify specific training needs of its members, ABC continually holds member meetings and sub-committee meetings where training topics are solicited and training is communicated.

ABC continuously markets and advertises through its website, regular automated and customized email communications, and social media postings. It will continue to focus on training email blasts and community outreach including involvement of its board members who help advertise the program in the Central Valley. ABC is requesting and staff recommends 8% support costs for the cost associated with employer recruitment, outreach, and assessments of employer-specific job training requirements.

Commitment to Training

ETP funds will not displace the existing financial commitment to training of participating employers. Participating employers will continually train staff members on internal operations and standards of individual businesses. Safety training is, and will continue to be, provided by the participating employers in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

ABC's President will oversee all aspects of the ETP contract. Five internal staff members including Training Coordinator, Training Manager, Administrative Assistant, Member Director, and Training Consultant will assist and will be dedicated to employer marketing, recruitment, needs assessments, class scheduling, and project tracking. An outside administrative consultant has also been retained to assist in project administration and ensure that all training records meet ETP compliance.

Training will be provided by ABC trainers who have practical and professional experience in their respective fields (i.e. college degree, teaching experience and/or demonstrated industry work experience, and possession of related teaching credential, license, or certificate).

Special Employment Training

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

➤ Wage Modification

All trainees in Job Number 1 work in Kern, Kings, and Tulare, High Unemployment Areas (HUA) with unemployment exceeding the state average by 25%.

These trainees qualify for the ETP Minimum Wage rather than the Statewide Average Hourly Wage. The Panel may modify the ETP Minimum Wage for these trainees by up to 25% if post-retention wages exceed the start-of-training wages. Although the minimum wage for participating

HUA regions is \$16.17, ABC has set the base wage at no less than \$17.00 with no employer-paid health benefits calculation added to meet this wage. ABC requests the modification to \$17.00 per hour in Job Number 1.

Tuition Reimbursement

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

PRIOR PROJECTS

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

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
*ET21-0183	Bakersfield	10/26/2020- 10/25/2022	\$194,700	\$194,700 (100%)

*Based on ETP Systems, 9,091 reimbursable hours have been tracked for potential earnings of \$194,700 (100% of approved amount). The Contractor is in the process of closing out this contract and projects final earnings of 100% based on training delivered to date.

DEVELOPMENT SERVICES

ABC retained Propel Consulting Group (PCG) in El Dorado Hills to assist with development of this proposal for a flat fee of \$10,000.

ADMINISTRATIVE SERVICES

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

TRAINING VENDORS

N/A

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Communication Skills
- Competent Person
- Customer Service
- Financial Management
- Leadership Skills
- Problem Solving & Decision Making
- Project Management
- Sales Skills
- Workplace Success

Commercial Skills

- Administrative Controls
- Blueprint Reading
- Cleaning Practices
- Confined Space Entry
- Construction Drawings
- Construction Math
- Engineering Controls
- Equipment and Tools
- Equipment Operation
- Excavation
- Fall Protection
- Forklift Operation
- Hot Work
- Material Handling
- Operational Techniques
- Personal Protective Equipment
- Safe Work Practices
- Shared Spaces
- Work Zone
- Worker Environmental Awareness Program

Safety Skills - OSHA 10 (Certified-OSHA Instructor)

OSHA 10

Safety Skills - OSHA 30 (Certified-OSHA Instructor)

OSHA 30

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: Associated Builders & Contractors Central California Chapter CCG No.: ET23-0171

Reference No: 22-0338

Page 1 of 4

ALPHABETIZE BY COMPANY NAME

Company: Alcorn Aire

Priority Industry? Yes No

Address: 325 Robinson St.

City, State, Zip: Bakersfield, CA 93307

Collective Bargaining Agreement(s): N/A

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

Small Business? Yes No

Total # of full-time company employees worldwide: 20

Total # of full-time company employees in California: 20

Company: Baymarr

Priority Industry? Yes No

Address: 6950 McDivitt Drive

City, State, Zip: Bakersfield, CA 93313

Collective Bargaining Agreement(s): N/A

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

Small Business? Yes No

Total # of full-time company employees worldwide: 75

Total # of full-time company employees in California: 75

Company: Braun

Priority Industry? Yes No

Address: 3000 East Belle Terrace

City, State, Zip: Bakersfield, CA 93307

Collective Bargaining Agreement(s): N/A

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

Small Business? Yes No

Total # of full-time company employees worldwide: 600

Total # of full-time company employees in California: 500

Company: CSI Contractors

Priority Industry? Yes No

Address: 34766 Lencioni Ave

City, State, Zip: Bakersfield, CA 93308

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 15

Small Business? Yes No

Total # of full-time company employees worldwide: 180

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

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: Associated Builders & Contractors Central California Chapter CCG No.: ET23-0171

Reference No: 22-0338

Page 2 of 4

ALPHABETIZE BY COMPANY NAME

Company: Environmental Safety Solutions

Priority Industry? Yes No

Address: 3700 Aiken Street

City, State, Zip: Bakerfield. CA 93308

Collective Bargaining Agreement(s): N/A

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

Small Business? Yes No

Total # of full-time company employees worldwide: 150

Total # of full-time company employees in California: 125

Company: Innovative Engineering Solutions

Priority Industry? Yes No

Address: 5401 Business Park South, Suite 108

City, State, Zip: Bakersfield, CA 93309

Collective Bargaining Agreement(s): N/A

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

Small Business? Yes No

Total # of full-time company employees worldwide: 300

Total # of full-time company employees in California: 300

Company: JTI Electrical

Priority Industry? Yes No

Address: 3903 Patton Way, Suite 100

City, State, Zip: Bakersfield, CA 93308

Collective Bargaining Agreement(s): N/A

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

Small Business? Yes No

Total # of full-time company employees worldwide: 75

Total # of full-time company employees in California: 75

Company: JTS Construction

Priority Industry? Yes No

Address: 7001 McDivitt Drive

City, State, Zip: Bakersfield, CA 93313

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 15

Small Business? Yes No

Total # of full-time company employees worldwide: 80

Total # of full-time company employees in California: 80

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: Associated Builders & Contractors Central California Chapter CCG No.: ET23-0171

Reference No: 22-0338

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ALPHABETIZE BY COMPANY NAME

Company: JTS Modular	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Address: 7001 McDivitt Drive

City, State, Zip: Bakersfield, CA 93313

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 10	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Total # of full-time company employees worldwide: 75

Total # of full-time company employees in California: 75

Company: KS Industries, LP	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Address: 6205 District Blvd

City, State, Zip: Bakersfield, CA 93313

Collective Bargaining Agreement(s): /A

Estimated # of employees to be retrained under this Contract: 200	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
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Total # of full-time company employees worldwide: 2500

Total # of full-time company employees in California: 1500

Company: PCL Industrial Services	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Address: 1500 South Union Ave

City, State, Zip: Bakersfield, CA 93307

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 15	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
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Total # of full-time company employees worldwide: 1200

Total # of full-time company employees in California: 900

Company: Quantum Industries	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Address: 3600 Pegasus Drive, #11

City, State, Zip: Bakersfield, CA 93308

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 5	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Total # of full-time company employees worldwide: 25

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

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: Associated Builders & Contractors Central California Chapter CCG No.: ET23-0171

Reference No: 22-0338

Page 4 of 4

ALPHABETIZE BY COMPANY NAME

Company: Staples and Associates

Priority Industry? Yes No

Address: 19420 Aerodyne Way, Suite A

City, State, Zip: Bakersfield, CA 93308

Collective Bargaining Agreement(s): N/A

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

Small Business? Yes No

Total # of full-time company employees worldwide: 210

Total # of full-time company employees in California: 210



Employment Training Panel

**LIST OF PROPOSALS \leq \$75,000 APPROVED
BY DELEGATION ORDER FOR 09/20/22 – 10/17/22**

<i>Project</i>		<i>Approved Date</i>	<i>Approved Amount</i>
ET23-0166	Giroux Glass Inc.	10/11/22	\$74,520
ET23-0180	Nongshim America, Inc.	10/13/22	\$43,470
ET23-0157	Praedicat, Inc.	09/21/22	\$22,770
ET23-0179	PSM Industries, Inc.	10/13/22	\$44,160
ET23-0177	SGS US West Coast, LLC	10/11/22	\$41,745
ET23-0176	TNG Security Inc., dba California Commercial Security	10/11/22	\$33,120

Total -----\$259,785



RETRAINEE-JOB CREATION
Training Proposal for:
Giroux Glass Inc.

Delegation ≤ \$75,000 Single Employer

Contract Number: ET23-0166

Approval Date: October 11, 2022

Panel Meeting of: October 28, 2022

ETP Regional Office: North Hollywood

Analyst: M. Paccarelli

PROJECT PROFILE

Contract Attributes:	Priority Rate Retrainee Job Creation Initiative SET	Industry Sector(s):	Construction (C) Services (61,71,72,81,92) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Los Angeles, Orange, San Bernardino, Fresno	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No International Union of Painters & Allied Trades, AFL-CIO Local 636		
Number of Employees in:	CA: 164	U.S.: 164	Worldwide: 164
<u>Turnover Rate:</u>	10%		
<u>Managers/Supervisors:</u> (% of total trainees)	N/A		

In-Kind Contribution
\$82,305

Total ETP Funding
\$74,520

Occupations to be Trained:	Administrative Staff, Distribution Staff, Production Staff, Sales Staff
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TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Priority SET	Business Skills Computer Skills Continuous Impr. Comm Skills OSHA 10/30	64	8-200	0	\$1,035	\$29.41
				Weighted Avg: 45			
2	Job Creation Priority SET	Business Skills Computer Skills Continuous Impr. Comm Skills OSHA 10/30	8	8-200	0	\$1,035	\$17.64
				Weighted Avg: 45			

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

<p>Minimum Wage by County: Job Number 1: \$29.41 per hour statewide Job Number 2 (SET/Job Creation): \$18.11 per hour in Los Angeles County; \$17.81 for Orange County; \$17.64 for Fresno and San Bernardino Counties.</p> <p>Health Benefits: Used to meet the Post-Retention Wage?: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Job Number 1: Up to \$2.50 per hour may be used to meet the Post-Retention Wage Job Number 2: No health benefits will be used to meet the Post-Retention Wage</p>

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
JOB NUMBER 1		
Administrative Staff		10
Distribution Staff		13
Production Staff		26
Sales Staff		15
JOB NUMBER 2		
Administrative Staff		1
		1
Distribution Staff		1
		1
Production Staff		1
		1
Sales Staff		1
		1

OVERVIEW

Year Company Founded:	1946	Company Headquarters: <input type="checkbox"/> <i>Single location</i> Los Angeles
Facility Locations Outside CA	<ul style="list-style-type: none"> Las Vegas and Phoenix 	
Total Number of Facility locations in California	4 - Los Angeles, San Bernardino, Fresno, and Placentia	
Facility location(s) where training will occur	<ul style="list-style-type: none"> Los Angeles (Los Angeles County) San Bernardino (San Bernardino County) Fresno (Fresno County) Placentia (Orange County) 	

Nature of Business:	<ul style="list-style-type: none"> Giroux Glass Inc. (Giroux) is an employee-owned company engaged in the construction of glass fabrication and installation
Customer Base:	<ul style="list-style-type: none"> Residential, commercial, private, and public facilities across different industry sectors. Major projects include Circa Hotel in Las Vegas, Grand Canyon Skyway in Arizona, Resorts World in Arizona, University of Las Vegas School of Hospitality, Madera Courthouse, U.C.L.A. Anderson School of Management - Marion Anderson Hall, Sunrise Hospital, Costa Mesa Donald Dungan Library in Orange Country, and the Museum of Tolerance exhibits in Los Angeles.
Business / Industry Needs / Changes	<ul style="list-style-type: none"> Due to software and technology changes in the industry. Giroux upgraded its SAGE 300 system to a construction version to meet the industry needs and for future growth. Customer service is a key component of a business's success in this industry. SAGE 300 ERP system provides a customer service tool that keeps track of cases and resolve any customer issues. It provides a forecasting tool to better predict ordering patterns and to ensure that the Company keeps an adequate inventory level for on-time delivery. It also integrates a more detailed cost code tracking mechanism in operation workflow in order to control quality standards. Expansion of service offerings by partnering with Centria, a provider of aluminum panels, making Giroux a certified Centria installer. With this new venture, Giroux expects more projects which will increase their competitive advantage in the industry.

Training Plan:

<p>Need for Training:</p>	<ul style="list-style-type: none"> • Business Skills: Training will be offered to all occupations focusing on customer relations, coaching, product knowledge, and inventory control. Training will help workers manage projects and improve communication skills with internal staff and external customers. • Computer Skills: Training will be offered to all occupations in SAGE 300, an Enterprise Resource Planning system, and new systems such as DOMO for financial reporting and AboutTime for payroll reporting. Training will allow workers to maximize the capabilities and potential of these systems. • Commercial Skills: Training will be offered to Production and Distribution Staff in construction and green building techniques, equipment operations, and job site procedures. • Continuous Improvement: Training will be offered to all occupations to improve process flow, enhance delivery processes, and better serve customers. Training includes ISO guidelines to further improve quality and satisfy requirement of the Company’s major customers. • OSHA 10/30: This training is a series of courses “bundled” by industry sector and occupation. It consists of 10 hours and/or 30 hours of coursework geared to construction work. Completion of the training results in a certificate that expands employment opportunities. The coursework must be approved by Cal-OSHA, and the instructors must be certified by Cal-OSHA.
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Training courses listed in the Menu Curriculum will be provided via the following training method(s) under the following Types of Training:

- Class/lab
 E-Learning
 CBT
 Productive Lab
 MS Preceptor
 MS Didactic

Business Skills	Commercial Skills	Computer Skills
Continuous Improvement	OSHA 10/30	

Certified Safety Training	<input checked="" type="checkbox"/> OSHA 10/30 <input type="checkbox"/> HAZWOPER <input type="checkbox"/> Hazardous Materials (HAZMAT)
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Job Creation Justification	<input checked="" type="checkbox"/> Expanding existing business capacity by adding newly-hired employees to an existing function
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Alternate Recordkeeping

Staff has reviewed and approved the Company's request to use an alternate recordkeeping method.

Training Infrastructure & Administrative Plan

<ul style="list-style-type: none"> • Project Oversight: Giroux's Director of Finance and Contracts & Accounting Assistant will oversee the implementation and administration of this project. A designated coordinator will work with the manager of each facility to coordinate and track training. Training will begin upon ETP approval and will be delivered by in-house subject-matter experts.
<ul style="list-style-type: none"> • Trainers: <ul style="list-style-type: none"> <input checked="" type="checkbox"/> In-house – Types of Training: Business Skills, Commercial Skills, Computer Skills, Continuous Improvement <input checked="" type="checkbox"/> Vendor – Types of Training by vendor: To Be Determined
<ul style="list-style-type: none"> • Administration: An outside administrative consultant has been retained to assist with administrative duties and ensure that all training records meet ETP compliance. <ul style="list-style-type: none"> <input type="checkbox"/> In-house <input checked="" type="checkbox"/> Subcontractor

Repeat Contract

<ul style="list-style-type: none"> • Number Of Contracts in last 5 years: 	2
<ul style="list-style-type: none"> • Training provided / focus in last Contract: 	<ul style="list-style-type: none"> • Prior contracts focused on the Company's new ERP operating system, Sage 300, when it first rolled out. Training also focused on Building Information Management and Leadership in Energy and Environmental Design technologies designed to help build things faster and more efficient.

<ul style="list-style-type: none"> Difference in Training Plan: 	<ul style="list-style-type: none"> Additional training in SAGE 300 which has been upgraded to the construction edition. SAGE 300 is a complex system requiring extensive training to maximize the capabilities and potential of the system. Training in new systems and processes such as DOMO, AboutTime, and Centria’s aluminum panel installation process. Training of employees from Giroux’s Orange County location. This location did not participate in prior contracts within the last five year. Some curriculum titles are similar to those in prior contracts; however, the course topics have been updated, so there will be no duplication of training.
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PRIOR PROJECTS

The following table summarizes performances under ETP Contracts completed within the last five years:

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
18CS-0216	Los Angeles, San Bernardino, Fresno	01/29/2018 - 01/28/2020	\$73,920	\$73,920 (100%)
ET16-0190	Los Angeles	10/05/2015 - 10/04/2017	\$94,770	\$69,583 (73%)

SUBCONTRACTORS

Subcontractor Type	Subcontractor Name	City	Cost / %
Development	Training Funding Source	Seal Beach	\$1,900
Administrative	Training Funding Source	Seal Beach	Not to exceed 13% of payment earned.
Training Vendors	To Be Determined	To Be Determined	To Be Determined

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Accounting/Auditing
- Business Writing
- Coaching
- Communication
- Credit & Collection Skills
- Customer Relations
- Goal Setting
- Inventory Control
- Leadership
- Marketing/Sales
- Product Knowledge
- Time Management

Commercial Skills

- Blueprint Reading
- Construction Techniques
- Equipment Operations/Maintenance
- Glass Fabrication & Installation
- Green Building Techniques
- Hazard Analysis & Critical Control Points (HACCP)
- Inspection Techniques
- Job Site Procedures
- Leadership Energy Environmental Design (LEED)
- Warehouse Procedures (Shipping, Receiving, Order Picking/Packing)

Computer Skills

- AboutTime
- Adobe
- Computer-Aided Design (CAD)
- Crystal Reports
- DOMO
- ERP/MRP Financial Accounting
- E-Mail Marketing Tools
- Microsoft Office (Advanced & Intermediate)
- MS Project
- SAGE 300
- SQL Server
- Timberline

Continuous Improvement Skills

- Change Management
- Quality Control
- ISO
- Performance Improvement
- Process/Quality Improvement
- Project Management

Safety Skills - OSHA 10 (Certified-OSHA Instructor)

- OSHA 10

Safety Skills - OSHA 30 (Certified-OSHA Instructor)

- OSHA 30



International Union of Painters & Allied Trades, AFL-CIO
Local 636 *Affiliated with District Council #36*



Luis F. Robles
Business Manager

July 18, 2022

Employment Training Panel
1100 J Street
Sacramento, CA 95814

Re: Union Support for ETP Funding

Dear Panel Members,

We understand that Giroux Glass, Inc. is requesting ETP funding. The proposed training plan for the specified members has our support. The approximate number of trainees from the following occupations will be participating in this project: Glaziers apprentices and journeymen 48.

Exhibit E

The Union with respective Local 636 has received a Notice of Intent to train Collective Bargaining agreement represented workers. In accordance with ETP regulation 4404, the Notice of Intent contained the information regarding the proposed training, the impacted employee population, the labor organization opportunity to participate in the agreement's development, and the effective date of the application.

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

Sincerely,

Sammy Alvarez
Business Representative
District Council 36
Glaziers, Architectural Metal and Glass Workers
Local Union 636



**Training Proposal for:
Nongshim America, Inc.**

Delegation ≤ \$75,000 Single Employer

Contract Number: ET23-0180

Approval Date: October 13, 2022

Panel Meeting of: October 28, 2022

ETP Regional Office: North Hollywood

Analyst: J. Romero

PROJECT PROFILE

Contract Attributes:	Priority Rate Retrainee	Industry Sector(s):	Manufacturing (E) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Counties Served:	San Bernardino	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
Number of Employees in:	CA: 462	U.S.: 477	Worldwide: 6,000	
<u>Turnover Rate:</u>	8%			
<u>Managers/Supervisors:</u> (% of total trainees)	4%			

In-Kind Contribution
\$47,250

Total ETP Funding
\$43,470

Out-of-State Competition:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Occupations to be Trained:	Sales Staff, Production Staff, Administrative Staff, Research and Development Staff, Manager

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Priority	Business Skills Computer Skills Mfg. Skills PL-Mfg. Skills	189	8-200	0-56	\$230	\$21.73
				Weighted Avg:10			

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

<p>Minimum Wage by County: \$21.57 for San Bernardino County.</p> <p>Health Benefits: Used to meet the Post-Retention Wage?: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Up to \$2.50 per hour may be used to meet the Post-Retention Wage.</p>
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Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Sales Staff		5
		5
Production Staff		40
		46
		60
Administrative Staff		10
		10
Research and Development Staff		2
		3
Manager/Supervisor		8

OVERVIEW

Parent Company		Nongshim Holdings
Year Company Founded:	2005	Company Headquarters: <input checked="" type="checkbox"/> Single location Rancho Cucamonga, CA

Facility Locations Outside CA	<ul style="list-style-type: none"> • Cranbury, New Jersey • Fort Lee, New Jersey • Glendale Heights, Illinois • Garland, Texas
Total Number of Facility locations in California	1
Facility location(s) where training will occur	<ul style="list-style-type: none"> • Rancho Cucamonga, CA (San Bernardino County)

Nature of Business:	<ul style="list-style-type: none"> • Instant Ramen Manufacturing
Customer Base:	<ul style="list-style-type: none"> • Asian Markets, large retailers such as Walmart, Costco, Sam’s Club • Various food, retail and grocery stores

Business / Industry Needs / Changes	<ul style="list-style-type: none"> • Expansion of California Nongshim production plant • Expanding existing business capacity with the addition of three manufacturing lines • Expanded production quota • Acquisition and installation of new equipment
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Training Plan:

Need for Training:	<ul style="list-style-type: none"> • Training is needed on the proper use and operation of new equipment specifically for production staff. • All occupations must be crossed trained on Business Skills, Computer Skills and Manufacturing Skills with PL and CBT to support the functioning of current and additional manufacturing lines and the overall business operation of Nongshim in response to the increase in product demand and production quota.
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Training courses listed in the Menu Curriculum will be provided via the following training method(s) under the following Types of Training:

- Class/lab
 E-Learning
 CBT
 Productive Lab
 MS Preceptor
 MS Didactic

Business Skills	Computer Skills	Manufacturing Skills
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Productive Laboratory	Justification: <input checked="" type="checkbox"/> New Equipment <input checked="" type="checkbox"/> New Production Procedures
	10 PL Hours per-trainee
	Occupations Receiving PL Training: 50 Production Staff will receive PL Training
The PL instructor must be dedicated to training, at a ratio of 1:1.	

The following Modification(s) fall within Panel guidelines:

Alternate Recordkeeping

Staff has reviewed and approved the Company’s request to use an alternate recordkeeping method.

Training Infrastructure & Administrative Plan

<ul style="list-style-type: none"> • Project Oversight: Nongshim’s Human Resources Manager will oversee the project and will function as the point of contact with ETP, assisted by eight personnel from Labor Coordination Team dedicated to scheduling and tracking the training.
<ul style="list-style-type: none"> • Trainers: <input checked="" type="checkbox"/> In-house – Types of Training: Business Skills, Computer Skills, Manufacturing Skills, Productive Lab <input checked="" type="checkbox"/> Vendor – Types of Training by vendor: To be determined.
<ul style="list-style-type: none"> • Administration: Two personnel from Training Team department dedicated to scheduling and tracking the training <input checked="" type="checkbox"/> In-house <input type="checkbox"/> Subcontractor

Repeat Contract

<ul style="list-style-type: none"> • Number Of Contracts in last 5 years: 	2 (ET19-0378 and ET17-0226)
<ul style="list-style-type: none"> • Training provided / focus in last Contract: 	<ul style="list-style-type: none"> • Manufacturing Skills and OSHA 10/30
<ul style="list-style-type: none"> • Difference in Training Plan: 	The training for this proposal is built on previous training provided in prior ETP Contracts and will be provided to all occupations (both newly hired and those with tenure in the Company). This will allow employees to update their skills

	<p>and operational best practices on new processes and post pandemic procedures implemented by Nongshim. The curriculum is a combination of prior training provided and upgrades in Business Skills, Computer Skills and Manufacturing Skills. Employees will benefit in the proper operation and use of new equipment and software upgrades and operational processes of the Company.</p>
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PRIOR PROJECTS

The following table summarizes performance under ETP Contracts completed within the last five years:

Contract No.	Location (City)	Term	Approved Amount	Payment Earned	
				\$	%
ET19-0378	Rancho Cucamonga	12/14/18 – 03/12/21	\$65,780	\$43,674	(66%)
ET17-0226	Rancho Cucamonga	09/20/16 – 09/19/18	\$16,200	14,360	(89%)

Nongshim’s project performance in prior project ET19-0378 is below 75% due to challenges experienced during the period of COVID-19 pandemic. Some of the training was held back to respond to the unexpected surge in the demand for their product (noodles) while making adjustments with their work processes to adhere with the limitation of on-the-job and face-to-face work requirements.

SUBCONTRACTORS

Subcontractor Type	Subcontractor Name	City	Cost / %
Development	N/A		
Administrative	N/A		
Training Vendors	To be determined		

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Accounting Skills
- Sales and Negotiating Techniques
- Presentation Skills
- Business Writing
- Product Knowledge
- Problem Solving
- Business Performance, Operations. and Procedures
- Interpersonal Communication
- Leadership Skills
- Motivation and Team Building
- Coaching Skills

Computer Skills

- Advanced Microsoft Office
- Systems Application and Product (SAP)
- Info Systems(GNFOS)
- Adobe Creative Suite 4 (CS4)

Manufacturing Skills

- Food Manufacturing Processes
- Production Operation Procedures and Processes
- Production Equipment Operation

Productive Lab (Trainer-to-Trainee Ratio 1:1)

Trainees may receive any of the following:

Manufacturing Skills

- Food Manufacturing Processes
- Production Operations and Procedures and Process
- Production Equipment Operation

Computer-Based Training

Trainees may receive any of the following:

Business Skills

- Professional Writing (4 hours)
- Time and Stress Management (12 hours)
- Corporate Communication
 - Understanding Communication (4 hours)
 - Delivering your Message (6 hours)
 - Understanding your Audience (6 hours)
 - Effective Business Writing (6 hours)
 - Developing and Delivering Effective Presentations (9 hours)
 - Negative News and Crisis Communication (3 hours)
 - Intrapersonal and Interpersonal Communication (3 hours)
 - Group Communication, Teamwork, and Leadership (3 hours)



**Training Proposal for:
Praedicat, Inc.**

Delegation ≤ \$75,000 Single Employer

Contract Number: ET23-0157

Approval Date: September 21, 2022

Panel Meeting of: October 28, 2022

ETP Regional Office: North Hollywood

Analyst: L. Vuong

PROJECT PROFILE

Contract Attributes:	Priority Rate Retrainee SB <100	Industry Sector(s):	Services (G) Information / Multi Media (51) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Los Angeles	Repeat Contractor:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Number of Employees in:	CA: 22	U.S.: 32	Worldwide: 33
<u>Turnover Rate:</u>	4%		
<u>Managers/Supervisors:</u> (% of total trainees)	N/A		

In-Kind Contribution
\$69,725

Total ETP Funding
\$22,770

Small Business Only:	Owner <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Contract Term <input type="checkbox"/> One Year <input checked="" type="checkbox"/> Two Year
Out-of-State Competition:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Occupations to be Trained:	Engineer, Enterprise Services, Executive, Human Resources, Information Technology (IT), Legal, Manager/Supervisor, Marketing, Modeling, Production, Sales

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Priority Retrainee SB<100	Business Skills Computer Skills	22	8-200	0	\$1,035	\$21.73
				Weighted Avg: 45			

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

<p>Minimum Wage by County: \$21.73 per hour for Los Angeles County Health Benefits: Used to meet the Post-Retention Wage?: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Up to \$0.62 per hour may be used to meet the Post-Retention Wage for Job Number 1.</p>
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Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Engineer		3
Enterprise Services		1
Executive		2
Human Resources		1
Information Technology (IT)		1
Legal		1
Manager/Supervisor		4
Marketing		1
Modeling		5
Production		2
Sales		1

OVERVIEW

Year Company Founded:	2012	Company Headquarters: <input checked="" type="checkbox"/> <i>Single location</i> Los Angeles (Los Angeles County)
Facility Locations Outside CA	<ul style="list-style-type: none"> • New York • United Kingdom 	
Facility location(s) where training will occur	<ul style="list-style-type: none"> • Los Angeles (Los Angeles County) 	

Nature of Business:	<ul style="list-style-type: none"> • Praedicat, Inc. (Praedicat) designs and develops cloud-based software which is commonly referred to as Software as a Service (SaaS). Its products and services assist customers who are not only identifying emerging risks, but also translating them into actionable business opportunities that result in profitable and sustainable growth. Additionally, Praedicat’s unique products and services allow customers to improve the process of underwriting insurance premiums, manage catastrophe risk, and apply new data science methods to make the world a cleaner, safer and healthier place to live.
Customer Base:	<ul style="list-style-type: none"> • Insurance Companies (including commercial such as Allianz, AIG, Chubb, The Hartford, and Zurich) • Insurance Brokers • Environmental Health and Safety (including companies such as GE Appliances and Coca-Cola)

Business / Industry Needs / Changes	<ul style="list-style-type: none"> • Praedicat operates in a competitive technological industry requiring the Company to continually meet customer expectations, and keep up with changing industry requirements and technological advances. • A Company-wide and formalized training program for the first time is needed to improve business functions, production, revenue, employees’ professional development, and overall business operations. • The Company has a need to upgrade the job skills of its employees, keep up with technological advances, industry changes, and customer demands to support the Company as it continues to grow and competes within the industry. • Praedicat is constantly finding ways to upgrade the skill sets of its workforce, remain competitive, attract new customers, and promote continued growth.
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Training Plan:

<p>Need for Training:</p>	<ul style="list-style-type: none"> • The Company’s goal is to provide workers with the necessary technical skills required to integrate products and services, adapt to technological changes, improve services, attract new clients and standardize processes and procedures across all departments. • Praedicat has developed a company-wide training program, which includes Business Skills and Computer Skills. Trainees will gain knowledge and skills necessary to deliver sophisticated products and services, exceed customers’ expectations, attract new customers, improve performance, become future leaders and managers, increase retention, and advance in their careers. • Praedicat aims to promote and develop future leadership within the Company. • To support continued growth, the Company hired three new employees and converted these three part-time employees to full-time employees. In addition, the Company anticipates hiring ten additional new employees in 2022. • The overall objective of training is to promote staff development to drive sales and growth.
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Training courses listed in the Menu Curriculum will be provided via the following training method(s) under the following Types of Training:

- Class/lab E-Learning

Business Skills	Computer Skills
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PEO

Praedicat represents that it uses the services of TriNet HR III, a Professional Employer Organization (PEO). However, please note that funding eligibility is based on the Contractor’s qualifications, and Praedicat will be held solely responsible for performance under the ETP Agreement. This Proposal has been reviewed by ETP staff to ensure compliance with all applicable guidelines, and Praedicat has been informed about the duty to make certain PEO representations in the ETP Agreement; including, without limitation, that its PEO Agreement with TriNet HR III clearly establishes the PEO as the party responsible for withholding and reporting Unemployment Insurance taxes, and that Praedicat retains the exclusive right to direct and control the work performed by trainees, and to set the amount of their wages.

Training Infrastructure & Administrative Plan

- **Project Oversight:**

The Company has designated a HR Generalist & Talent Acquisition Partner and two Chief Financial Officers to oversee ETP training and administrative responsibilities including scheduling

<p>training, coordinating with staff, securing rosters, enrollment, data tracking, invoicing, monitoring activities, and ensuring compliance with all ETP requirements. A detailed training schedule is in place, and Praedicat is ready for training to commence upon approval.</p>
<ul style="list-style-type: none"> • Trainers: <ul style="list-style-type: none"> <input checked="" type="checkbox"/> In-house – Types of Training: Business Skills <input type="checkbox"/> Vendor – Types of Training by vendor: To Be Determine
<ul style="list-style-type: none"> • Administration: <p>Internal HR Generalist & Talent Acquisition Partner and two Chief Financial Officers</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> In-house <input type="checkbox"/> Subcontractor

SUBCONTRACTORS

Subcontractor Type	Subcontractor Name	City	Cost / %
Development	N/A		
Administrative	N/A		
Training Vendors	N/A		

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Assessment and Feedback
- Career Resilience Series
 - Self-Improvement
 - Overcoming Obstacles
 - Managing Change
 - Handling Difficult Situations
- Communication Skills Series
 - Communication Preferences
 - Listening Skills
 - Giving and Receiving Feedback
 - Navigating Difficult Conversations
 - Coaching Skills
 - Presentation Skills
- Problem-solving Series
 - Creative/Innovative Thinking
 - Decision Making
 - Practical Problem Solving
 - Developing Action Plans
 - Developing Solutions

Computer Skills

- Software as a Service (SaaS)
- CoMeta
- ChemMeta
- Network
- Python Programming Language
- Variety of Cloud Software
- Microsoft .Net Framework
- C# Programming Language
- SQL Data Management



**Training Proposal for:
PSM Industries, Inc.**

Delegation ≤ \$75,000 Single Employer

Contract Number: ET23-0179

Approval Date: October 13, 2022

Panel Meeting of: October 28, 2022

ETP Regional Office: North Hollywood

Analyst: L. Vuong

PROJECT PROFILE

Contract Attributes:	HUA Priority Rate Retrainee SB <100	Industry Sector(s):	Manufacturing (E) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Counties Served:	Los Angeles	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
Number of Employees in:	CA: 60	U.S.: 171	Worldwide: 171	
<u>Turnover Rate:</u>	14%			
<u>Managers/Supervisors:</u> (% of total trainees)	N/A			

In-Kind Contribution
\$55,000

Total ETP Funding
\$44,160

Small Business Only:	Owner <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Contract Term <input type="checkbox"/> One Year <input checked="" type="checkbox"/> Two Year
Out-of-State Competition:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
HUA Only:	Number of trainees in HUA location: 47
Occupations to be Trained:	Administration Staff, Manager/Supervisor, Set-Up Mechanic, Customer Service, Production Staff, Quality Inspector

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Priority SB<100	Business Skills Computer Skills Continuous Impr. Mfg. Skills	13	8-200	0	\$736	\$21.73
				Weighted Avg: 32			
2	Retrainee Priority SB<100 HUA	Business Skills Computer Skills Continuous Impr. Mfg. Skills	47	8-200	0	\$736	\$16.30
				Weighted Avg: 32			

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

<p>Minimum Wage by County: Job 1: \$21.73 per hour for Los Angeles County Job 2 (HUA): \$16.30 per hour for Los Angeles County</p> <p>Health Benefits: Used to meet the Post-Retention Wage?: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Up to \$2.50 per hour may be used to meet the Post-Retention Wage for Job Number 1.</p>

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1		
Administration Staff		2
Manager/Supervisor		7
Set-Up Mechanic		4
Job Number 2 (HUA)		
Customer Service		1

Manager/Supervisor		2
Production Staff		40
Quality Inspector		4

OVERVIEW

Year Company Founded:	1956	Company Headquarters: <input type="checkbox"/> <i>Single location</i> Los Angeles, CA
Facility Locations Outside CA	<ul style="list-style-type: none"> • Woodstock, Illinois • Watertown, Connecticut 	
Total Number of Facility locations in California	2 (Los Angeles and Ontario)	
Facility location(s) where training will occur	<ul style="list-style-type: none"> • Los Angeles 	

Nature of Business:	<ul style="list-style-type: none"> • PSM Industries, Inc. (PSM) manufactures metal components for the aerospace, automotive, sports, and communications industries. PSM specializes in powder metallurgy fabrication used to produce complex precision parts with high durability.
Customer Base:	<ul style="list-style-type: none"> • Aerospace • Automotive • Sporting Goods • Food Service • Lawn and Garden • Off-Road Equipment • General Industrial

Business / Industry Needs / Changes	<ul style="list-style-type: none"> • PSM is continuously upgrading its products and services. • New business demands and specifications • Keep up with technological advances and industry requirements. • Expanding customer locations to Japan, Thailand and Brazil. • The Company recently invested approximately \$196,200 in new equipment and machines.
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Training Plan:

Need for Training:	<ul style="list-style-type: none"> • New business requires training in the following areas: molding, coining, furnace operation, and sorting and production inspection. Adoption of new business practices and procedures while maintaining superior quality standards • Training on new equipment such as Pin Insertion machines and automated sorting bowl • Cross training on recently upgraded computer system, manufacturing processes and business operations will be provided to all staff in order to function efficiently within all departments. • Upgrade job skills of its workforce to support the Company as it continues to grow and compete within the industry. • Renew its IATF and ISO certifications; maintain its certifications. (PSM was able to renew its IATF and ISO certifications because of its prior ETP Contract).
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Training courses listed in the Menu Curriculum will be provided via the following training method(s) under the following Types of Training:

- Class/lab E-Learning

Business Skills	Computer Skills	Continuous Improvement
Manufacturing Skills		

Training Infrastructure & Administrative Plan

<ul style="list-style-type: none"> • Project Oversight: The Company’s HR Staff will oversee ETP training and administrative responsibilities including scheduling training, coordinating with staff, securing rosters, enrollment, data tracking, invoicing, monitoring activities, and ensuring compliance with all ETP requirements. A detailed training schedule is in place, and PSM is ready for training to commerce upon approval.
<ul style="list-style-type: none"> • Trainers: <input checked="" type="checkbox"/> In-house – Types of Training: Business Skill, Computer Skills, Continuous Improvement, Manufacturing Skills <input checked="" type="checkbox"/> Vendor – Types of Training by vendor: To Be Determined
<ul style="list-style-type: none"> • Administration: Human Resource Specialist <input checked="" type="checkbox"/> In-house <input type="checkbox"/> Subcontractor

Repeat Contract

<ul style="list-style-type: none"> • Number Of Contracts in last 5 years: 	2
<ul style="list-style-type: none"> • Training provided / focus in last Contract: 	<ul style="list-style-type: none"> • Process Improvement • IATF and ISO certifications • Quality Standards
<ul style="list-style-type: none"> • Difference in Training Plan: 	New business and customers require new standards and specifications, which employees must be trained to meet customer expectations and industry requirements. In addition, training in new manufacturing processes, machines and upgraded computer system will increase employee skills and knowledge to better attract and serve customers, improve business operations, and promote continued growth.

PRIOR PROJECTS

The following table summarizes performance under ETP Contracts completed within the last five years:

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
ET19-0313	Los Angeles	09/04/18 – 12/03/20	\$48,750	\$44,436 (91%)
ET17-0368	Los Angeles	12/29/16 – 12/28/17	\$49,920	\$48,556 (97%)

SUBCONTRACTORS

Subcontractor Type	Subcontractor Name	City	Cost / %
Development	N/A		
Administrative	N/A		
Training Vendors	To Be Determined		

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Sales Skills
- Job Quotation
- Supplier Management
- Supplier Development
- Job Performance Management
- Covid-19 Implementation

Computer Skills

- Statistical Process (WINSpc)
- Programmable Logic Controller (PLC)
- Resonance Testers
- Electronic Data Management
- Microsoft Office
- FIXX Maintenance Program

Continuous Improvement Skills

- IATF Quality Standards
- Process Improvement
- Project Management
- Frontline Leadership
- Visual Factory
- Conflict Resolution
- Production Workflow

Manufacturing Skills

- Manufacturing Process
- Work Instructions
- Automation
- Equipment Operation
- Scrap Reduction
- Metrology
- Lean Manufacturing
- Machine Maintenance
- Safety Equipment and Procedure



RETRAINEE-JOB CREATION
Training Proposal for:
SGS US West Coast, LLC

Delegation \leq \$75,000 Single Employer

Contract Number: ET23-0177

Approval Date: October 11, 2022

Panel Meeting of: October 28, 2022

ETP Regional Office: North Hollywood

Analyst: M. Niquet

PROJECT PROFILE

Contract Attributes:	Priority Rate Retrainee Job Creation Initiative SET SB<100	Industry Sector(s):	Construction (C) Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Los Angeles	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Southwest Carpenters Training Fund, Local 562		
Number of Employees in:	CA: 42	U.S.: 137	Worldwide: 147
<u>Turnover Rate:</u>	2%		
<u>Managers/Supervisors:</u> (% of total trainees)	N/A		

In-Kind Contribution
\$47,900

Total ETP Funding
\$41,745

Small Business Only:	Owner <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Contract Term <input type="checkbox"/> One Year <input checked="" type="checkbox"/> Two Year
Occupations to be Trained:	Administrative Staff, Diver

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Priority SET SB<100	Business Skills Comm Skills Computer Skills Continuous Impr.	42	8-200	0	\$920	\$29.41
				Weighted Avg: 40			
2	Retrainee Job Creation SET SB<100	Business Skills Comm Skills Computer Skills Continuous Impr.	3	8-200	0	\$1,035	\$19.23
				Weighted Avg: 45			

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

Minimum Wage by County: Job Number 1 (Modified SET Statewide Average): \$29.41 per hour; Job Number 2: \$19.23 per hour in Los Angeles County.
Health Benefits: Used to meet the Post-Retention Wage?: Yes No
 Up to \$2.50 per hour may be used to meet the Post-Retention Wage for Job Number 1

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1		
Administrative Staff		10
Diver		32
Job Number 2		
Administrative Staff		1
Diver		2

OVERVIEW

Year Company Founded:	1945	Company Headquarters: <input checked="" type="checkbox"/> <i>Single location</i> Long Beach, CA
Facility Locations Outside CA		<ul style="list-style-type: none"> • Miami, FL • Tampa, FL • Houston, TX • Vancouver, Canada • St. John, Canada • Curacao • Trinidad • Belgium • Singapore • Busan • Sydney
Facility location(s) where training will occur		<ul style="list-style-type: none"> • Long Beach (Los Angeles County)
Nature of Business:		<ul style="list-style-type: none"> • SGS US West Coast, LLC (SGS) (www.subseaglobalsolutions.com), is an underwater marine construction company that offers maintenance and repair, in-water surveys, propeller polishing and in-water hull cleaning, to complex class-approved permanent ship repairs (propellers, rudders, thrusters, shell plates, seals).
Customer Base:		<ul style="list-style-type: none"> • Private, commercial and military ship operators • General cargo shipping • Offshore oil ships • Cruise Industry
Business / Industry Needs / Changes		<ul style="list-style-type: none"> • SGS has created a professional development and competency verification system called Professional Qualifications Standard (PQS) that defines the required minimum knowledge and skills employees needed to be safe and effective in various occupational roles. • The Company has developed relationships with equipment manufacturers for SGS's employees to either train on equipment they have not used in the past, or learn more in-depth knowledge about these various equipment systems. • New and updated software applications have been developed in this proposal in order for staff to perform their job duties optimally.

Training Plan:

Need for Training:	<ul style="list-style-type: none"> • SGS’s PQS is critical in the development of divers. • To meet customer demand, Divers need to learn various working processes, tools, equipment and method for completing highly technical services that SGS provides for clients. • Divers need to be better equipped to handle customer needs and demands by learning how to troubleshoot and repair equipment in the field which is critical for keeping business operating properly. • Training is needed in software reporting tools in order to input ship inspection finding data accurately into a proprietary online platform. Staff will also train on how to engage with Maintenance Pro Web software in order to assess management and issue reporting systems used throughout the Company for equipment tracking, maintenance, and repair.
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Training courses listed in the Menu Curriculum will be provided via the following training method(s) under the following Types of Training:

- Class/lab
 E-Learning
 CBT
 Productive Lab
 MS Preceptor
 MS Didactic

Business Skills	Commercial Skills	Computer Skills
Continuous Improvement		

Job Creation Justification	<input checked="" type="checkbox"/> Expanding existing business capacity by adding newly-hired employees to an existing function
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Alternate Recordkeeping

Staff has reviewed and approved the Company’s request to use an alternate recordkeeping method.

Training Infrastructure & Administrative Plan

<ul style="list-style-type: none"> • Project Oversight: SGS has a detailed training plan in place. The Company’s Senior Accountant will have primary responsibility in ensuring the success of the proposed training plan. SGS staff will also assist in coordinating training and an internal subject-matter experts will deliver training.
<ul style="list-style-type: none"> • Trainers: <input checked="" type="checkbox"/> In-house – Types of Training: <input type="checkbox"/> Vendor – Types of Training by vendor:
<ul style="list-style-type: none"> • Administration:

SGS retained an administrative subcontractor to provide support <input type="checkbox"/> In-house <input checked="" type="checkbox"/> Subcontractor

Repeat Contract

<ul style="list-style-type: none"> • Number Of Contracts in last 5 years: 	1
<ul style="list-style-type: none"> • Training provided / focus in last Contract: 	<ul style="list-style-type: none"> • Upgrading diving standards • Improving construction processes
<ul style="list-style-type: none"> • Difference in Training Plan: 	Training in this proposed project will focus on the Company developed online systems such as SGS’s Professional Qualifications Standard (PQS), which is critical for staff to perform in various roles. SGS also has various new and updated software application, which are tailored to meet operational needs and goals.

PRIOR PROJECTS

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
19CS-0002	Long Beach	07/01/18-06/30/20	\$49,140	\$38,779 (79%)

SUBCONTRACTORS

Subcontractor Type	Subcontractor Name	City	Cost / %
Development	Training Funding Source	Seal Beach	\$1,900
Administrative	Training Funding Source	Seal Beach	13% of payment earned
Training Vendors	None selected to date	N/A	N/A

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

Trainees may receive any of the following:

Business Skills

- Customer Relations
- Interpersonal Communication
- Project Management

Commercial Skills

- Equipment Operations
- Hull Cleaning Processes/Procedures
- Report Writing
- Ship Construction/Inspection/Maintenance
- Troubleshooting
- Underwater Cleaning & Arc Gouging
- Underwater Dock Installation
- Underwater Operations/Procedures

Computer Skills

- Adobe Customer Relation (CRM)
- Microsoft Office (intermediate)
- Windows 10
- SGS Online Reporting Tool
- Maintenance Pro Web
- SGS Maritime Academy

Continuous Improvement Skills

- Teambuilding



Southwest Carpenters Training Fund

3250 E. Shelby Street, Suite 210

Ontario, California 91764-6584

Phone (213) 739-9339

fundoffice@swctf.org ▪ www.swctf.org

September 21, 2022

State of California Employment Training Panel
1100 J Street Suite 400
Sacramento, CA 95814

To Whom It May Concern:

As Director of the Southwest Carpenters Training Fund, I am sending this letter in support of SGS US West Coast, LLC's request for assistance with training funds from the State of California's Employment Training Panel (ETP).

SGS US West Coast, LLC sees the importance and value of training its workforce in new construction processes and technology in order to increase quality, productivity and customer service. The Southwest Carpenters Union currently represents carpenters employed by SGS US West Coast, LLC with a collective bargaining agreement through 2022 which includes training for its members.

Therefore, any training for employee-members covered by the collective bargaining agreement (CBA) should be limited under the grant plan to the permissible types listed below, unless the training is conducted by Southwest Carpenters Training Fund (SWCTF) to avoid violation of the terms and conditions of the CBA. Permissible types of Company/Contractor training are:

- Human Resources
- Company's Internet Communication
- Site Specific Safety Training (that cannot be provided by SWCTF)
- Dive Operations and Classroom work related to Underwater Technical Services, Underwater Specialized Skills, Underwater Tooling Use, & Underwater Safety Training and Protocol that is not provided by SWCTF to union divers.

Exhibit E

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

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

SWCTF is willing and prepared to work with SGS US West Coast, LLC and appropriate vendors to provide all other types of desired member training.

If any additional information is needed, please email me at lonitveros@swctf.org

A handwritten signature in blue ink, appearing to read "Louis Ontiveros".

Louis Ontiveros, Director
Southwest Carpenters Training Fund



**RETRAINEE-JOB CREATION
Training Proposal for:**

TNG Security, Inc. dba California Commercial Security

Delegation \leq \$75,000 Single Employer

Contract Number: ET23-0176

Approval Date: October 11, 2022

Panel Meeting of: October 28, 2022

ETP Regional Office: North Hollywood

Analyst: M. Niquet

PROJECT PROFILE

Contract Attributes:	SET	Industry Sector(s):	Construction (C)	
	Retrainee		Services (61,71,72,81,92)	
	Priority Rate		Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
	SB <100			
	Job Creation Initiative			
Counties Served:	San Diego	Repeat Contractor:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
Number of Employees in:	CA: 36	U.S.: 36	Worldwide: 36	
<u>Turnover Rate:</u>	11%			
<u>Managers/Supervisors:</u> (% of total trainees)	N/A			

In-Kind Contribution
\$87,455

Total ETP Funding
\$33,120

Small Business Only:	Owner <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No Contract Term <input type="checkbox"/> One Year <input checked="" type="checkbox"/> Two Year
Occupations to be Trained:	Administrative Staff; Installation Technician

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee SB<100 SET Priority	Business Skills Comm Skills Computer Skills Continuous Impr. PL-Comm. Skills	36	8-200	0	\$805	\$29.41
				Weighted Avg: 35			
2	Job Creation SB<100 SET Priority	Business Skills Comm Skills Computer Skills Continuous Impr. PL-Comm. Skills	4	8-200	0	\$1,035	\$19.09
				Weighted Avg: 45			

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

Minimum Wage by County: Job Number 1 (Modified SET Statewide Average): \$29.41 per hour
 Job Number 2 (SET/Job Creation): \$19.09 per hour in San Diego County
Health Benefits: Used to meet the Post-Retention Wage?: Yes No
 Up to \$2.50 per hour may be used to meet the Post-Retention Wage for Job Number 1.

Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1		
Administrative Staff		6
Installation Technician		30
Job Number 2		
Installation Technician		2
		2

OVERVIEW

Year Company Founded:	1996	Company Headquarters: <input checked="" type="checkbox"/> <i>Single location</i> San Diego, CA
Facility location(s) where training will occur		<ul style="list-style-type: none"> San Diego, San Diego County

Nature of Business:	<ul style="list-style-type: none"> TNG Security, Inc. dba California Commercial Security (CCS) (www.calcomsec.com) delivers comprehensive high-quality security products and low-voltage solutions such as access controls, data cabling, alarm systems and fire alarms.
Customer Base:	<ul style="list-style-type: none"> Commercial/Industrial Small Businesses Government and Municipalities Homeowner Associations Property Management Pharmatech Biotech

Business / Industry Needs / Changes	<ul style="list-style-type: none"> There are constant upgrades and new design software for security systems that CCS is providing customers. Changes to new code/standards and environmental improvement in the construction marketplace require an increase in innovation, services, quality assurance and productivity with technology. Need to increase customer satisfaction in order to elevate growth Stay competitive within its industry and deliver services its client base requires Products CCS sells, installs and services have manufacturer and customer requirements that employees are competency certified.
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Training Plan:

Need for Training:	<ul style="list-style-type: none"> Installation Technicians will be trained to operate various systems in order to deliver products to customers which requires specialty training in estimating, installation, engineering, and project management. Administrative staff require training to communicate more effectively with customers and equipment suppliers.
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Training Infrastructure & Administrative Plan

<ul style="list-style-type: none"> • Project Oversight: CCS has a detailed training plan in place and is ready to begin training upon approval. The Company's Human Resources Manager will be responsible for overseeing all training efforts, with assistance from the Operations Manager.
<ul style="list-style-type: none"> • Trainers: <input checked="" type="checkbox"/> In-house – Types of Training: Business, Commercial, Computer, Continuous Improvement, Productive Lab-Commercial <input checked="" type="checkbox"/> Vendor – To be Determined
<ul style="list-style-type: none"> • Administration: CCS has hired a third-party administrator to assist with ETP administration. <input type="checkbox"/> In-house <input checked="" type="checkbox"/> Subcontractor

SUBCONTRACTORS

Subcontractor Type	Subcontractor Name	City	Cost / %
Development	Training Funding Source	Seal Beach	\$1,950
Administrative	Training Funding Source	Seal Beach	13%
Training Vendors	TBD		

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Processes & Procedures
- Coaching/Communication
- Customer Relations
- Goal Setting
- Leadership
- Marketing & Business Development/Sales
- Performance Management
- Planning
- Product and Service Knowledge
- Time Management

Commercial Skills

- Access Control/Systems, Intercoms, CCTV, Emergency Call System
- Alarm: ACO-6029
- Audit Platforms
- CSA Security, Trust & Assurance Registry (STAR) Engineering & Design
- ELECTRICAL: CTVI
- FISMA, FedRAMP, HIPAA/HITRUST/CSF Certifications
- Identity & Access Management Strategy Development
- Incident Response
- Installation
- ISO 27001: 2013
- NERC/FERC, PCI DSS, PA-DSS Compliance
- Product and Service Knowledge
- Risk Assessments-Cyber
- Security Networks/Systems/Response/Maintenance
- Solution Implementation
- Standard Operating Procedures (SOPs)
- Systems Integration & Testing
- Video Analytics: Surveillance Cameras, Facial Recognition
- Network Access Control * * (NAC)/Protection, Application Protection, Endpoint Protection
- NIST 800-53 Control Compliant, COMPTIA Trustmark Certification
- Product and Service Knowledge
- PCI DSS version 3.0 Level 1 Certified (ROC), HIPAA Compliance, SSAE-16 SOC 2, Type II Certification
- Security Operations: Networks/Systems/Response/Maintenance
- SuperScale Analytics
- Threat Deterrence, Simulation and Response, ThreatWatch®, Threat Recon Unit (TRU)

Computer Skills

- ASIS Physical Security Professional (PSP)
- Adobe (PDF, InDesign, Photoshop, Illustrator, etc.)
- Certified Wireless Network Administrator (CWNA)
- Cloud Solutions
- Customer Relationship Management (CRM)
- CAD
- Crystal Reports
- Domo
- Dropbox
- ERP (Syspro)/ Quickbooks/SAP, Timberline
- E-Mail Marketing Tools
- Microsoft Office/ Project/Sharepoint,
- Microsoft Certified Systems Engineer (MCSE)
- Payroll/HR
- Time Tracking –About Time
- WordPress, Web Design and Graphics Software

Continuous Improvement Skills

- ISO
- Performance Improvement
- Process/Quality Improvement/Efficiency/Workflow
- Quality and Productivity Improvement
- Teamwork
- Quality Management Office (QMO)

Productive Lab (Trainer-to-Trainee Ratio 1:1)

Trainees may receive any of the following:

Commercial Skills

- Installation Procedures