

PANEL PACKET

December 2024



Employment Training Panel



PANEL NOTICE/AGENDA

MEETING TIME/PLACE

Friday, December 13, 2024 at 9:30 a.m.
East End Complex Auditorium
1500 Capitol Ave
Sacramento, CA 95814
Phone: (916) 737-4200

This is a public meeting and the public may attend in person or virtually.

To view or provide public comment via webinar, use the [link and passcode](#) below and use the raise-hand feature during public comment to be called on.

Join Zoom Webinar:

<https://us06web.zoom.us/j/81147030590>

Passcode: 370805

Webinar ID: 811 4703 0590

One tap mobile: 888 278 0296 US Toll-free

Conference code: 1185529

(For assistance, login and raise hand or contact ETP-ESCU@etp.ca.gov)

Call to Order by Acting Chair

Ricky Smiles

- Roll Call
- Action to Approve December Panel Meeting Agenda
- Action to Approve October Panel Meeting Minutes

Executive Report

Jessica Grimes

- Legislative/Budget/Other
- Request Motion to Adopt Consent
Calendar Projects

Tara Armstrong

Michael Cable

Jaime Gutierrez

Policy Committee Report

Gretchen Newsom

- Membership Update
-

Panel Date: December 13, 2024

Review, *Public Comment and Action on Proposals

Hana Hasan
Kellen Hernandez
Chris Hoover
Phil Boyer
Willie Atkinson

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

*Public Comment on Matters Not on the Agenda

Action Item on Second-Level Appeal submitted by
Vino Farms, LLC (ET24-0282) in accordance with
Section 4450(b)(2)(A) of Title 22 of the California
Code of Regulations

Michael Cable

Public Meeting Adjourns

*Public comment can be done in person or virtual

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, December 9, 2024, 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

Anduril Industries, Inc. (Critical Proposal) -----	\$831,040
Associated Builders & Contractors Central California Chapter ----	\$579,339
Glendale Community College Professional Development Center--	\$798,114
Greater San Fernando Valley Chamber of Commerce -----	\$845,604
Holthouse Carlin & Van Trigt LLP -----	\$324,240
Kirkhill Inc.-----	\$123,424
Relativity Space, Inc. -----	\$596,960
Riviera, Inc. dba The Enterprise U -----	\$848,934
Shultz Steel LLC -----	\$466,088
Terrakotta, Inc. dba Laguna Clay Co. -----	\$131,600
UHS-Corona, Inc. dba Corona Regional Medical Center -----	\$498,456
Wonderful Orchards LLC (Agriculture) -----	\$299,880

San Diego Regional Office

Advanced Composite Products and Technology, Inc. -----	\$98,000
Artemis Headlands LLC-----	\$100,800
California Creative Solutions, Inc. dba CCS Global Tech -----	\$153,300
California Institute of Arts and Technology Inc. -----	\$479,200
Deltronic Corporation -----	\$100,800
East County Economic Development Council-----	\$643,500
GKN Aerospace Chem-Tronics Inc. dba GKN Aerospace (Critical Proposal) -----	\$785,680
H.M. Electronics, Inc. dba HME-----	\$267,960
Hal Hays Construction, Inc. -----	\$212,800
National Veterans Chamber of Commerce -----	\$149,700
Omni Hotels Management Corporation -----	\$366,240
Simpson Strong-Tie Company Inc. -----	\$596,960

San Diego Regional Office (Continued)

Technet Partners, Inc. dba Technet Partners -----	\$130,900
TTM Technologies North America, LLC -----	\$571,200
University of California Riverside Extension -----	\$145,312
Vortex Industries, LLC-----	\$501,760

San Francisco Regional Office

Bay Ship & Yacht Co. -----	\$414,400
Clorox Manufacturing Company dba Clorox-----	\$540,960
Crescent Hotels & Resorts, LLC dba Doubletree by Hilton Berkeley Marina-----	\$235,200
Headway Technologies, Inc.-----	\$474,880
Job Train, Inc. -----	\$598,350
Nibbi Bros. Associates, Inc.-----	\$444,528
Opportunity Junction, Inc. -----	\$486,658
Pacific Gas and Electric Company -----	\$500,976
Radonich Corp. dba Cal Coast Telecom -----	\$207,172
Ryzlink Corp. dba Chuwa America-----	\$593,600
Soma AEC, Inc. dba Oxman College-----	\$848,148
Tesla, Inc. -----	\$599,200
West Coast MediaNews LLC dba California Newspapers Partnership-----	\$579,768

Sacramento Regional Office

AGC Construction Education Foundation -----	\$849,957
AIRCO Mechanical Inc. -----	\$263,760
Arrow Drillers, Inc. dba Arrow Construction-----	\$161,280
Crain Walnut Shelling, LP (Agriculture) -----	\$282,240
Crystal Creamery, Inc. -----	\$343,000
G3 Enterprises, Inc.-----	\$208,992
Haggerty Construction, Inc. dba Haggerty -----	\$170,240
Kagome Inc. -----	\$217,140
Lyons Magnus, LLC dba Lyons Magnus -----	\$194,040
Maxco Supply, Inc. -----	\$284,760
S. Martinelli & Company (Amendment) -----	\$0
Sutter Home Winery, Inc. (Agriculture)-----	\$554,400
T.L.S. Parts, Inc. dba Benzeen Auto Parts-----	\$100,800

Sacramento Regional Office (Continued)

The Wine Group LLC -----	\$595,980
Tulare-Kings Counties Builders' Exchange, Inc.-----	\$167,720
Valley Builders Exchange, Inc.-----	\$849,290

Program Projects Unit

California State Society for Opticians (Apprenticeship)-----	\$19,760
El Sol Neighborhood Educational Center (Apprenticeship)-----	\$69,730
G &C Auto Body, Inc. dba G & C Autobody (Apprenticeship)-----	\$291,995
Hospitality Industry Training and Education Fund dba Hospitality Training Academy (HTA) (Apprenticeship)-----	\$74,820
Spaulding Marine Center (Apprenticeship) -----	\$35,568

PROPOSALS APPROVED
BY DELEGATION ORDER FOR 10/15/24 – 12/02/24

≤ \$75,000	Approved Date	Approved Amount
<u>North Hollywood Regional Office</u>		
Good Tree International, Inc. dba King Palm	11/20/24	\$44,800
RDC-S111, Inc.	10/03/24	\$72,240
<u>San Diego Regional Office</u>		
Prime Tech Cabinets	10/16/24	\$49,392
Undersea Systems International, Inc. dba Ocean Technology Systems	10/10/24	\$74,256
<u>Sacramento Regional Office</u>		
ABT Plumbing & Drain Service, Inc. dba ABT Plumbing Electric Heat & Air	10/18/24	\$50,736
Kaiser Enterprises Inc. dba Insight Manufacturing Services	10/09/24	\$36,288



State of California—Labor and Workforce Development Agency

Employment Training Panel

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Undersea Systems International, Inc. dba Ocean Technology Systems



M e m o r a n d u m

To: Panel Members

Date: December 13, 2024

From: Jessica Grimes
Executive Director

Subject: **Directions Meeting Sites**

The Employment Training Panel will meet on **Friday, December 13th, 2024 at 9:30 a.m.**

**CDPH Food and Drug Branch
Auditorium
1500 Capitol Avenue, Sacramento, CA 95814**

Telephone (916) 737-4200 (ETP Central Office)

Directions to the CDPH Food and Drug Branch - Auditorium

From Sacramento International Airport:

- Take **Hwy 5** South
- Exit on **J Street**.
- Take **J street** to **15th street**
- Turn **Right** onto **15th street**
- Turn **Left** onto **Capitol Avenue**
- **1500 Capitol Avenue**

From San Francisco

- Take **I-80 E**
- Merge onto **US-50 East**
- Take **exit 5** to **15th street**.
- Continue on **15th Street** to **16th Street**
- Turn **Left** on **16th street**
- Turn **Left** onto **Capitol Avenue**
- Turn **Left** onto **15th Street**
- Turn **Left** onto **Capitol Avenue**
- **1500 Capitol Avenue**



M e m o r a n d u m

To: Panel Members

Date: December 13, 2024

From: Jessica Grimes
Executive Director

Subject: **Future Meeting Sites**

<p><i>December Panel December 13th, 2024</i></p>	<p><i>In Person – East End Complex Auditorium 1500 Capitol Ave. Sacramento, CA 95814 Friday 9:30 AM – 3:30 PM</i></p>
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**STATE OF CALIFORNIA
EMPLOYMENT TRAINING PANEL**

Friday, September 27, 2024

Panel Members

Rebecca Bettencourt
Chair

Dee Dee Myers
Ex-Officio Member

Rick Smiles
Member

Gretchen Newsom
Member

Doug Tracy
Member

Madison Hull
Member

Michael Hill
Member

Jennifer Fothergill
Member

Executive Staff

Jessica Grimes
Executive Director

Kumani Armstrong
Assistant Director/Chief Counsel

Peter Cooper
Assistant Director

Jaime Gutierrez
Chief Deputy Director

Tara Armstrong
Deputy Director of Technical Branch

Laura Campbell
Chief of Program Operations

**STATE OF CALIFORNIA
EMPLOYMENT TRAINING PANEL
California Environmental Protection Agency
1001 I Street, Coastal Room, Second Floor
Sacramento, California 95814
Friday, September 27, 2024**

I. PUBLIC PANEL MEETING CALL TO ORDER

Chair Bettencourt called the meeting to order at 9:31 a.m.

II. ROLL CALL

Present

Rebecca Bettencourt
Rick Smiles
Mike Hill
Gretchen Newsom
Chris Dombrowski
Madison Hull
Jennifer Fothergill

Not in attendance

Doug Tracy

Executive Staff

Jessica Grimes, Executive Director
Peter Cooper, Assistant Director
Kumani Armstrong, Assistant Director/Chief Counsel
Jaime Gutierrez, Chief Deputy Director
Tara Armstrong, Deputy Director of Technical Branch
Laura Campbell, Chief of Program Operations

III. AGENDA

The September Agenda was reviewed.

ACTION: Member Newsom moved and Member Smiles seconded approval of the September Agenda with the amendment to move the Policy Committee report to immediately after the memo and action item on workforce literacy. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 7 to 0.

Rebecca Bettencourt – aye
Gretchen Newsom – aye
Rick Smiles – aye
Madison Hull – aye
Mike Hill – aye

Chris Dombrowski – aye
Jennifer Fothergill – aye

IV. MINUTES

The August Meeting Minutes were reviewed.

ACTION: Member Newsom moved and Member Smiles seconded the approval of the August Meeting Minutes with staff to check amounts on Tabs 4, 7, and 13. Panel Members present voted in the affirmative for approval of the July Meeting Minutes as moved.

Motion carried by roll call vote, 7 to 0.

Rebecca Bettencourt – aye
Gretchen Newsom – aye
Rick Smiles – aye
Madison Hull – aye
Mike Hill – aye
Chris Dombrowski – aye
Jennifer Fothergill – aye

V. REPORT FROM THE EXECUTIVE DIRECTOR

Today’s agenda represents 73 mission-critical proposals that are illustrative of the transformative earn-and-learn programs that consistently produce highly qualified workers for career advancement. In addition we have a presentation on apprenticeships highlighting the impact of these programs and a policy item.

If all proposals are funded, the Panel will be approving projects in support of 18,043 trainees

VI. LEGISLATIVE AND LEGAL UPDATE

As you know, the legal unit tracks pertinent legislation. In the packet is the legislative memorandum of those bills. We are heading toward the end of a two-year legislative session.

SB-1321 makes significant changes to ETP’s program, including modifications to project criteria and eligibility clarifications regarding funding of apprenticeship programs and other amendments to our enabling legislation. SB-1321 cleared both houses and was enrolled and sent to the Governor’s office for signature. On September 22, 2024, the Governor signed SB-1321 making it law effective January 1, 2025. SB-1321 presents some issues that will need to be reviewed. Looking at the terminology and how we will be operationalizing parts of the bill. Legal has been tasked with spearheading this effort and making sure that this gets rolled out correctly. We plan on providing updates and reports at the upcoming Panel and Committee meetings prior to the effective date. As always, the public will have a seat at the table during those discussions and negotiations for feedback.

VII. REPORT OF THE CHIEF DEPUTY DIRECTOR

Cal EPA conference rooms will be undergoing renovations beginning mid October 2024 to February 2025. ETP has been able to secure a new location for the December 2024, January, February and March 2025 Panel Meetings, which will now be held at the East End Complex Auditorium located at 1500 Capitol Avenue. The October 25, 2024, Panel meeting locations has not been confirmed and will be updated on the ETP website.

Regarding Funding:

Today's Panel meeting is for approximately \$22.7 million. It includes one Delegation Order for a total of \$26,600. Delegation Orders are proposals capped at \$75K and approved under the delegated authority of the Executive Director on a continuous flow basis. ETP has approved a total of four delegation orders for this State Fiscal Year. If all proposals scheduled for this Panel Meeting are funded today, the Panel will be approving 73 projects.

Regarding Demand and Allocations:

There are 226 applications currently in demand, and 113 applications are with the Regional Offices in development, 22 applications are under review with the Applications and Assessment Unit, and 91 submitted applications are pending review. The estimated value of the 226 applications is \$125.8 million (\$40.4 million in demand for single employer contracts, \$14.4 in demand for small business \$69.9 million in demand for multiple employer contracts, \$1.1 million for apprenticeships. We are currently within our total allocations for this fiscal year 2024-25.

VIII. APRENTICESHIP PRESENTATION

Willie Atkinson, Manager of ETP's Application & Assessment Unit, provided an update for FY 24/25: 15,221 Apprentices, 2,826 Journeyworkers, and 48 Pre-Apprentices were served. Total of 115,937 in ten years. Several apprentices gave their personal stories of the programs impact.

IX. ACTION ON PROPOSALS

APPRENTICESHIPS

ELECTRICAL APPRENTICESHIPS

Member Newsom and Member Fothergill recused themselves.

- Tab No. 1: **Alameda County Electrical Industry Apprenticeship and Training Trust**
- Tab No. 2: **Associated Builders and Contractors Northern California Chapter Training Trust Fund**
- Tab No. 3: **Associated Builders and Contractors of Southern California, Inc. Merit Training Trust Fund**
- Tab No. 4: **Associated General Contractors of America, San Diego Chapter, Inc. Apprenticeship and Training Trust Fund**
- Tab No. 5: **California-Nevada Electrical Joint Apprenticeship and Training Trust Fund**
- Tab No. 6: **Central Valley Electrical Industry Training & Educational Trust**

- Tab No. 7: Kern County Electrical Journeyman and Apprentice Training Trust
- Tab No. 8: Local 100 International Brotherhood of Electrical Workers Joint Electrical Training Trust Fund
- Tab No. 9: Los Angeles County Electrical Educational and Training Trust Fund
- Tab No. 10: Napa-Solano Counties Electrical Industry Apprenticeship and Training Trust Fund
- Tab No. 11: NECA/IBEW Inland Training Fund
- Tab No. 12: Orange County Electrical Joint Apprenticeship and Training Trust
- Tab No. 13: Redwood Empire Electrical Joint Apprenticeship Trust
- Tab No. 14: Sacramento Area Electrical Workers Joint Apprenticeship and Training Trust
- Tab No. 15: San Diego Electrical Training Trust
- Tab No. 16: San Francisco Electrical Industry Apprenticeship and Training and Trust
- Tab No. 17: San Joaquin and Calaveras County Electrical Industry Apprenticeship and Training Trust
- Tab No. 18: San Luis Obispo County Electrical Joint Apprenticeship & Training Trust
- Tab No. 19: San Mateo County Electrical Apprenticeship and Training Trust
- Tab No. 20: Santa Barbara County Electrical JATC
- Tab No. 21: Santa Clara County Electrical Industry Apprenticeship and Training Trust
- Tab No. 22: Ventura County Electrical Joint Apprenticeship and Training Trust

Tab 4: Associated General Contractors of America, San Diego Chapter, Inc. Apprenticeship and Training Trust Fund was pulled from Electrical to be grouped with Tabs 23-35.

Tab No. 10: Napa-Solano Counties Electrical Industry Apprenticeship and Training Trust Fund was withdrawn.

Motion made to approve Tabs 1-22 without Tab 4 and Tab 10.

ACTION: Member Smiles moved and Member Hull seconded motion to approval of the Tabs 1-22 without Tab 4 & Tab 10. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried by roll call vote, 5 to 0

- Rebecca Bettencourt – aye
- Madison Hull – aye
- Mike Hill – aye
- Chris Dombrowski – aye
- Rick Smiles – aye

LABORERS APPRENTICESHIPS

Member Smiles recused himself.

- Tab No.23: Laborers health and Welfare Trust Fund for Northern California
- Tab No. 24: Laborers Training and RE-Training Trust Fund for Southern California

Tab No. 25: Pavement Stripers and Highway Maintenance Apprenticeship and Training Trust for Southern California

Tab No. 4: Associated General Contractors of America, San Diego Chapter, Inc. Apprenticeship and Training Trust Fund

Question regarding Tab 4, do the apprentices have assurances that they receive the same wage during their apprenticeship whether or not they are working on public or private works?

Glenn Helgas stated that they are receiving prevailing wages on their public works and if they have private work they adhere to Section 208 rates.

Can you elaborate on Section 208 and what that means?

Glenn Helgas explained that Section 208 was created by DAS as a pay scale that is for private work it is slightly different than prevailing wages.

Comment was made that this is a worry. Apprentices, especially newer apprentices that are receiving a much lower wage, need to have a wage guarantee. A reliable wage each paycheck without significant dips so they can take care of themselves and their families.

Question regarding Tab 24, and their multiple contracts and how are they handling the administration to avoid double enrollments.

Laborers Training and RE-Training Trust Fund for Southern California explained that they wage classes internally so that staff know which contract it is for.

ACTION: Member Newsom moved and Member Hill seconded motion to approve Tabs 23-25 and Tab 4. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried by roll call vote, 6 to 0.

Rebecca Bettencourt – aye

Gretchen Newsom – aye

Madison Hull – aye

Mike Hill – aye

Chris Dombrowski – aye

Jennifer Fothergill – aye

FINISHING TRADES/PAINTERS/GLAZIERS/TILE/MARBLE

Member Hull recused herself.

Tab No. 26: Finishing Trades Institute of District Council 36 Joint Apprenticeship Training Trust Fund

Tab No. 27: Finishing Traders Institute of Northern California and Nevada Trust-Drywall Finishers/Floor Coverers FTI West

Tab No. 28: Finishing Trades Institute of Northern California and Nevada Trust – Glaziers FTI West

- Tab No. 29:** Finishing Traders Institute of Northern California and Nevada Trust Fund- Painters FTI West
Tab No. 30: Glaziers, Architectural Metal and Glass Workers Local Union No. 636
Tab No. 32: Southern California Plastering Institute Apprenticeship Trust

Questions regarding Tabs 27, 28, and 29, looks like all three proposals are the same agency? Why do you move from different occupations to different contracts?

Alex Beltran explained that they are all different trades under the organization. They were asked to move different occupations to different contracts by the Panel.

Comment was made that this goes to entities. Some unions are by District Council and have consolidated training by district even though they operate different facilities throughout the state. Others like IBW have a training facility and it is a separate EBW affiliate and separate JETC up and down the state. Maybe we could reconvene with the apprenticeship work group and delve more into this or take this up with Policy Committee in order to determine what the best practice would be.

Legal reminded Panel that affiliate discussion is currently in Policy Committee.

Question regarding Tabs 27, 28, & 29, there are some audit findings, going forward what things are you doing to prevent those finding from happening again?

Alex Beltran stated that different language and policies were put together to assure that they are communicating properly and that the documentation and the way it is written is more understandable.

Question regarding Tab 30, in your current contract there are zero hours tracking currently, how are you working to get hours in? Not retention but actual hours?

Contractor Betat there is a slight delay between printing of report in checking Cal-E-Force last night we are at 62% of the training so far.

ACTION: Member Newsom moved and Member Smiles seconded motion to approve Tabs 26-30 and Tab 32. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried by roll call vote, 6 to 0.

Rebecca Bettencourt – aye
Gretchen Newsom – aye
Rick Smiles – aye
Mike Hill – aye
Chris Dombrowski – aye
Jennifer Fothergill – aye

FINISHING TRADES

- Tab No. 31:** Northern California Tile Industry Apprenticeship and Training Trust Fund

Tab No. 33: Southern California Plastering Institute Apprenticeship Trust
Tab No. 34: Tile, Marble and Terrazzo Employees Joint Apprenticeship Training Committee Trust

ACTION: Member Newsom moved and Member Smiles seconded motion to approve Tabs 31, 33 and Tab 34. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried by roll call vote, 7 to 0.

Rebecca Bettencourt – aye
Gretchen Newsom – aye
Rick Smiles – aye
Madison Hull – aye
Mike Hill – aye
Chris Dombrowski – aye
Jennifer Fothergill – aye

CARPENTERS APPRENTICESHIPS

Tab No. 35: Carpenters Training Trust Fund for Northern California

ACTION: Member Smiles moved and Member Hull seconded motion to approve Tab 35. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried by roll call vote, 7 to 0.

Rebecca Bettencourt – aye
Gretchen Newsom – aye
Rick Smiles – aye
Madison Hull – aye
Mike Hill – aye
Chris Dombrowski – aye
Jennifer Fothergill – aye

BRICKLAYERS/CEMENT MASONS APPRENTICESHIPS

Tab No. 36: Bricklayers and Allied Crafts Local No. 3 Apprentice Training Trust
Tab No. 37: Cement Masons Joint Apprenticeship Trust

ACTION: Member Newsom moved and Member Smiles seconded motion to approve Tab 36 and Tab 37. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried by roll call vote, 7 to 0.

Rebecca Bettencourt – aye
Gretchen Newsom – aye
Rick Smiles – aye

Madison Hull – aye
Mike Hill – aye
Chris Dombrowski – aye
Jennifer Fothergill – aye

SHEET METAL APPRENTICESHIPS

- Tab No. 38:** Joint Journeymen Apprentice Training Trust
Tab No. 39: Sheet Metal & Air Conditioning Apprenticeship & Journeyman Training Fund
Tab No. 40: Sheet Metal Workers’ Joint Apprenticeship and Training Trust Fund of Los Angeles
Tab No. 41: Sheet Metal Workers’ Local 104 and Bay Area Industry Apprentice and Journeyman Training Fund-North Bay
Tab No. 42: Sheet Metal Workers’ Local 104 and Bay Area Industry Apprentice and Journeyman Training Fund-South Bay
Tab No. 43: Tri-Counties Sheet Metal Workers Joint Apprenticeship Committee

Question regarding Tab 39, Tab 41 & Tab 42, prior and current contracts, one closed at 76% last year and the two current contracts at 40 and 26%.

Kelly Grier explained that 22 is closing down and then they will be putting in 23 after that closes then they will put in 24.

ACTION: Member Newsom moved and Member Smiles seconded motion to approve Tabs 38-43. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried by roll call vote, 7 to 0.

Rebecca Bettencourt – aye
Gretchen Newsom – aye
Rick Smiles – aye
Madison Hull – aye
Mike Hill – aye
Chris Dombrowski – aye
Jennifer Fothergill – aye

IRON WORKERS APPRENTICESHIPS

- Tab No. 44:** California Field Ironworkers Apprenticeship Training and Journeyman Retraining Fund-Northern CA
Tab No. 45: California Field Ironworkers Apprenticeship Training and Journeyman Retraining Fund-Southern CA

ACTION: Member Smiles moved and Member Newsom seconded motion to approve Tab 44 and Tab 45. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried by roll call vote, 7 to 0.

Rebecca Bettencourt – aye
Gretchen Newsom – aye
Rick Smiles – aye
Madison Hull – aye
Mike Hill – aye
Chris Dombrowski – aye
Jennifer Fothergill – aye

PLUMBING/PIPEFITTING APPRENTICESHIPS

- Tab No. 46: Apprenticeship & Journeymen Training Trust Fund of the Southern California Plumbing and Piping Industry
Tab No. 47: Local 228-Pipe Trades District Council No. 36 Journeyman and Apprenticeship Training and Trust Fund
Tab No. 48: Local 246- Pipe Trades District Council No. 36 Journeyman and Apprenticeship Training Trust Fund
Tab No. 49: Local 250-Apprenticeship and Journeyman Training Trust Fund of the Southern California Plumbing and Piping Industry
Tab No. 50: Local 442-Pipe Trades District Council No. 26 Journeyman and Apprenticeship Training Trust Fund
Tab No. 51: Napa and Solano Counties Plumbers and Steamfitters JATC
Tab No. 52: Pipe Trades Apprentice and Journeyman Training Trust Fund of Santa Clara and San Benito Counties
Tab No. 53: Pipe Trades Apprentice and Journeyman Training Trust Fund of San Mateo County
Tab No. 54: Southern California Pipe Trades District Council 16
Tab No. 55: U.A. Local 342 Apprenticeship and Training Trust
Tab No. 56: United Association Plumbers Local 78
Tab No. 57: U.A. 38 Apprentice and Journeyman Training Trust Agreement
Tab No. 58: UA Local 447 Joint Apprentice Training Center

Staff correction to Tab 51 the estimated number of trainees in the current wage range by occupation the current number is 44.

ACTION: Member Newsom moved and Member Smiles seconded motion to approve Tabs 46-58. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried by roll call vote, 7 to 0.

Rebecca Bettencourt – aye
Gretchen Newsom – aye
Rick Smiles – aye
Madison Hull – aye
Mike Hill – aye
Chris Dombrowski – aye
Jennifer Fothergill – aye

ELEVATOR/FIRE SPINKLER FITTER/STATIONARY ENGINEERS APPRENTICESHIPS

- Tab No. 59:** Northern California Elevator Industry Joint Apprentice Training Committee Trust Fund
Tab No. 60: Southern California Elevator Constructors Apprenticeship and Training Trust
Tab No. 61: Sprinkler Fitters Local 483 Journeyman & Apprenticeship Training Fund
Tab No. 62: Stationary Engineers Northern California and Northern Nevada Apprenticeship and Training Trust Fund

ACTION: Member Smiles moved and Member Hill seconded motion to approve Tabs 59-62. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried by roll call vote, 7 to 0.

Rebecca Bettencourt – aye
Gretchen Newsom – aye
Rick Smiles – aye
Madison Hull – aye
Mike Hill – aye
Chris Dombrowski – aye
Jennifer Fothergill – aye

ASBESTOS/ROOFERS APPRENTICESHIPS

- Tab No. 63:** Bay Area Counties Roofing Industry Apprenticeship Training Fund
Tab No. 64: Heat and Frost Insulators and Allied Workers of Northern CA and Local No. 16 Apprentice Training Trust
Tab No. 65: Heat and Frost Insulators and Asbestos Workers Joint Apprenticeship Trust Fund
Tab No. 66: Union Roofers Joint Apprenticeship and Training Fund

ACTION: Member Newsom moved and Member Smiles seconded motion to approve Tabs 63-66. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried by roll call vote, 7 to 0.

Rebecca Bettencourt – aye
Gretchen Newsom – aye
Rick Smiles – aye
Madison Hull – aye
Mike Hill – aye
Chris Dombrowski – aye
Jennifer Fothergill – aye

SURVEYORS/OPERATING ENGINEERS APPRENTICESHIPS

Tab No. 67: Joint Apprenticeship Committee for Operating Engineers, 46 Northern Counties in CA

Tab No. 68: Operating Engineers and Northern California Surveyors Pre-Apprenticeship, Apprentice and Journeyman Affirmative Action Training Fund

Tab No. 69: Southern California Surveyors Joint Apprenticeship Trust

ACTION: Member Smiles moved and Member Hill seconded motion to approve Tabs 67-69. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried by roll call vote, 7 to 0.

Rebecca Bettencourt – aye

Gretchen Newsom – aye

Rick Smiles – aye

Madison Hull – aye

Mike Hill – aye

Chris Dombrowski – aye

Jennifer Fothergill – aye

Member Hull recused herself.

Tab No. 70: California Tradeshow and Sign Crafts Joint Apprenticeship Training Trust Fund of Painters and Allied Trade District Council 36

ACTION: Member Newsom moved and Member Smiles seconded motion to approve Tab 70. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried by roll call vote, 6 to 0.

Rebecca Bettencourt – aye

Gretchen Newsom – aye

Rick Smiles – aye

Mike Hill – aye

Chris Dombrowski – aye

Jennifer Fothergill – aye

Tab No. 71: UFCW Local 5

ACTION: Member Smiles moved and Member Hill seconded motion to approve Tab 71. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried by roll call vote, 7 to 0.

Rebecca Bettencourt – aye

Gretchen Newsom – aye

Rick Smiles – aye

Madison Hull – aye
Mike Hill – aye
Chris Dombrowski – aye
Jennifer Fothergill – aye

Member Smiles recused himself.

Tab No. 72: State Building and Construction Trades Council of California

ACTION: Member Newsom moved and Member Hill seconded motion to approve Tab 72. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried by roll call vote, 6 to 0.

Rebecca Bettencourt – aye
Gretchen Newsom – aye
Madison Hull – aye
Mike Hill – aye
Chris Dombrowski – aye
Jennifer Fothergill – aye

X. POLICY COMMITTEE MEETING REPORT

Panel Member Newsom provided a Policy Committee report. Policy Committee met yesterday afternoon, with attendees both in person and via Zoom. There was a single agenda item, a discussion on potential changes to the workforce literacy pilot program, which will be presented by Ilya Launitz.

XI. WORKFORCE LITERACY PILOT PROGRAM

Ilya Launitz provided a report regarding the Workplace Literacy Pilot Program. Due to concerns regarding the literacy program, and after reviewing the results of a survey, some ideas were taken to Policy Committee for discussion. Accordingly, we are bringing the four recommendations forward for vote today. Staff is recommending Panel approve these proposed changes to the Workforce Literacy Pilot Program.

Item one is an extension of the contract term-this would extend all contracts until June 30, 2026. Allowing additional time for contractors to successfully complete their programs and still allow one year for ETP to fully expend the funds.

Item two is a change to the literacy focus. This would remove the requirement for English literacy and allow literacy programs to focus on whichever type of literacy training employers need.

Item three is a change to the definition of full time employment. This would expand the eligible trainee population by redefining full time employment at 28 hours per week.

Item four is an alignment of the trainer to trainee ratios. This would change the ration for new-hire trainees to 1:20 to align with the existing incumbent training ratio.

ACTION: Member Newsom moved and Member Smiles seconded motion to approve the four changes to the Workforce Literacy Pilot Program. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried by roll call vote, 7 to 0.

Rebecca Bettencourt – aye
Gretchen Newsom – aye
Madison Hull – aye
Rick Smiles – aye
Mike Hill – aye
Chris Dombrowski – aye
Jennifer Fothergill – aye

XII. OPPORTUNITY FOR PANEL MEMBERS TO REQUEST AGENDA ITEMS FOR FUTURE PANEL MEETING

No comments.

XIII. PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

No comments.

XIV. MEETING ADJOURNMENT

Acting Chair Bettencourt asked for motion to adjourn the panel meeting.

ACTION: Member Smiles moved and Member Hull seconded motion to adjourn the Panel meeting. All Panel Members present voted in the affirmative to adjourn the Panel meeting as moved.

Motion carried by roll call vote, 7 to 0.

Rebecca Bettencourt – aye
Gretchen Newsom – aye
Rick Smiles – aye
Madison Hull – aye
Mike Hill – aye
Chris Dombrowski – aye
Jennifer Fothergill – aye

Chair Bettencourt Adjourned the meeting at 11:50 p.m.



**STATE OF CALIFORNIA
EMPLOYMENT TRAINING PANEL**

Tuesday, October 08, 2024

Panel Members

Rebecca Bettencourt
Chair

Dee Dee Myers
Ex-Officio Member

Rick Smiles
Member

Gretchen Newsom
Member

Doug Tracy
Member

Madison Hull
Member

Michael Hill
Member

Jennifer Fothergill
Member

Executive Staff

Jessica Grimes
Executive Director

Kumani Armstrong
Assistant Director, Chief Counsel

Peter Cooper
Assistant Director

Jaime Gutierrez
Chief Deputy Director

Tara Armstrong
Deputy Director of Technical Branch

Laura Campbell
Chief of Program Operations

**STATE OF CALIFORNIA
EMPLOYMENT TRAINING PANEL
California Employment Training Panel
1100 J Street, Sacramento, California 95814
Tuesday, October 08, 2024**

I. PUBLIC PANEL MEETING CALL TO ORDER

Chair Bettencourt called the meeting to order at 11:00 a.m.

II. ROLL CALL

Present

Rebecca Bettencourt
Rick Smiles (via zoom)
Mike Hill
Gretchen Newsom
Chris Dombrowski
Madison Hull
Jennifer Fothergill

Not in attendance

Douglas Tracy

Executive Staff

Jessica Grimes, Executive Director
Kumani Armstrong, Assistant Director/Chief Counsel
Jaime Gutierrez, Chief Deputy Director

III. AGENDA

The October 8, 2024 Agenda was reviewed.

ACTION: Member Newsom moved and Member Smiles seconded approval of the October 8, 2024 Agenda. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 6 to 0.

Rebecca Bettencourt – aye
Gretchen Newsom – aye
Rick Smiles – aye
Madison Hull – aye
Mike Hill – aye
Chris Dombrowski – aye
Jennifer Fothergill – aye

IV. ACTION ITEMS

1. VINO FARMS, LLC. (ET24-0282)

Vino Farms submitted a request for an extension of time, which was granted in accordance with Section 4450, subsection c, and has been continued. Vino Farms has been taken off calendar for today, and it will be noticed for a subsequent Panel Meeting.

2. INFINEON TECHNOLOGIES AMERICAS CORP. (ET22-0105)

This is a second level appeal. The memorandum articulates the facts in the matter, which went through a first-level appeal process. As outlined and explained in the memorandum, Panel is here to make a decision pursuant to 4450, a second-level appeal process in which one of three options can be chosen by the Panel. We are not having a hearing or adjudicating the issues. This is procedural.

There was an acknowledgement of receipt of additional documents submitted yesterday October 7, 2024, after the second appeal was received. Staff Attorney stated the additional documents are untimely and objectionable given Section 4450, but the Chair received them nonetheless.

ACTION: Member Smiles moved and Member Newsom seconded refusing to hear the matter and directing the legal unit to prepare and serve a written statement with the reasons for the denial in accordance with Section 4450(b)(2)(A) of Title 22 of the California Code of Regulations.

Public comment:

Bill Saks with National Training stated that they believe there is a fact in dispute regarding providing sufficient time which would allow the Panel to conduct a hearing on a regularly scheduled meeting. They represent that the Panel not accept the Staff Attorney's determination recommendation and conduct a hearing. There was over 2000 pages of pay stubs that were submitted that were not included in the closeout document. The only way they can be included would be if there is a hearing that takes place.

Staff attorney responded that there are no facts in dispute. The facts were clearly articulated at close out and there were nine months of back and forth between the Appellant and the Fiscal Unit regarding these issues. There was a preliminary close out. There was a request to try to have it submitted in order to have some of these resolved and the request was to have it closed out. Fundamentally there's also a problem because the nature of the remedy, and what they are asking Panel to do, is essentially an amendment to the contract after the term. ETP's regulations specifically prohibits it. So a remedy is not available. These are new arguments, this concept of impossibility was not raised in the initial papers. This documentation was not included, there is a reference in the Second-Level Appeal, but in my opinion, it does not sufficiently articulate these new arguments in the Second-Level Appeal.

Public comment:

Bill Saks commented that the data did come out later but was an offshoot of a conversation with Safdar when we basically closed down the contract and were given a deadline of about a week

to submit the final pay stubs which is 2000 pages which we did submit as part of the appeal. So we believe there is a fact in dispute which is that the data was passed to ETP but not taken into consideration. It was passed as part of the Second-Level Appeal and not taken as part of the second-level appeal process. In a conversation with Safdar we concluded that he couldn't take any action on it because of ETP procedures and that the only remedy we had was to go through the appeal process. So we did the appeal. When it was rejected, we submitted the data with appeal number two at that point the data was rejected. We don't know why it wasn't considered by Panel. That's why we think the issues are clouded enough where rather than refusing to hear the matter, we think what's fair is to conduct a hearing.

Upon conclusion of public comment, the Chair called for a vote, and all Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 7 to 0.

Rebecca Bettencourt – aye
Gretchen Newsom – aye
Rick Smiles – aye
Madison Hull – aye
Mike Hill – aye
Chris Dombrowski – aye
Jennifer Fothergill – aye

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

No comments.

VI. PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

No comments.

VII. MEETING ADJOURNMENT

Acting Chair Bettencourt asked for motion to adjourn the panel meeting.

ACTION: Member Newsom moved and Member Smiles seconded motion to adjourn the Panel meeting. All Panel Members present voted in the affirmative to adjourn.

Motion carried by roll call vote, 7 to 0.

Rebecca Bettencourt – aye
Gretchen Newsom – aye
Rick Smiles – aye
Madison Hull – aye
Mike Hill – aye
Chris Dombrowski – aye
Jennifer Fothergill – aye

Chair Bettencourt Adjourned the meeting at 11:13 a.m.

Single Employer Contractor

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

- Unless funded under Special Employment Training (SET), a single employer must face out-of-state competition.
- A single employer must be subject to the Employment Training Tax.
- The employer must also make an “in kind” contribution toward the cost of training, as follows: 1) 100 or fewer employees, at least 50% of the ETP-funded amount; 2) more than 100 employees, at least 100% of the ETP-funded amount.
- The employer must provide union letters of support for employees who are represented. The employer should also be able to show how the training will enhance job security and improve opportunities for advancement.
- A single employer must establish the need for the particular training curriculum proposed.
- The employer must establish its ongoing commitment to training and represent that ETP funds will not displace existing resources.
- All single employer contracts are capped at \$600,000.

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 \$850,000 and are limited to one contract per Fiscal Year.

Retraining

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

New Hire Training

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

These features apply to core program funding.

Delegation Order Process

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



MEMORANDUM

To: Panel Members October 16, 2024

cc: Jessica Grimes, Executive Director
Peter Cooper, Assistant Director
Kumani Armstrong, Assistant Director/Chief Counsel
Jaime Gutierrez, Chief Deputy Director
Tara Armstrong, Deputy Director/Chief Information Officer

From: Michael A. Cable, Staff Attorney

Subject: Pending Legislation; California Legislature; 2023-2024 Regular Session

I. ASSEMBLY BILLS

- **[AB-86 Homelessness: Statewide Homelessness Coordinator.](#)**
Summary: Existing law establishes various programs to address homelessness, including requiring the Governor to create an Interagency Council on Homelessness. Existing law requires the council to, among other things, identify mainstream resources, benefits, and services that can be accessed to prevent and end homelessness in California and promote systems integration to increase efficiency and effectiveness to address the needs of people experiencing homelessness. This bill would require the Governor to appoint a Statewide Homelessness Coordinator, within the Governor's Office, to serve as the lead person for ending homelessness in California.

Status: On 09/01/2023: Held under submission.
- **[AB-241 Vehicular air pollution; Clean Transportation Program; vehicle registration and identification plate service fees; smog abatement fee extension.](#)**
Summary: This bill would make various changes to the Enhanced Fleet Modernization Program, the Clean Transportation Program, and the Air Quality Improvement Program, and extend the \$20 smog abatement fee imposed on certain vehicles until January 1, 2035. This bill would take effect immediately as an urgency statute.

Status: On 02/01/2024: Died on inactive file.
- **[AB-437 State government: equity.](#)**
Summary: This bill would require state agencies and departments, in carrying out their duties, to consider the use of more inclusive practices to advance equity, as specified.

Status: On 06/27/2024: Ordered to inactive file at the request of Senator Becker.
- **[AB-469 California Public Records Act Ombudsperson.](#)**
Summary: This bill would establish, within the California State Auditor's Office, the California Public Records Act Ombudsperson. The bill would require the California State Auditor to appoint the ombudsperson subject to certain requirements. The bill would require the ombudsperson to receive and investigate requests for review, as defined, determine whether the denials of original requests, as defined, complied with the California Public Records Act, and issue written opinion of its determination, as provided. The bill would require the ombudsperson to create a process to

that effect, and would authorize a member of the public to submit a request for review to the ombudsperson consistent with that process. The bill would require the ombudsperson, within 30 days from receipt of a request for review, to make a determination, as provided, and would require the state agency to provide the public record if the ombudsperson determines that it was improperly denied. The bill would, if requested by the ombudsperson, require any state agency determined to have improperly denied a request to reimburse the ombudsperson for its costs to investigate the request for review. The bill would require the ombudsperson to create a process through which a person whose information is contained in a record being reviewed may intervene to assert their privacy and confidentiality rights, and would otherwise require the ombudsperson to maintain the privacy and confidentiality of records, as provided. The bill would require the ombudsperson to report to the Legislature, on or before January 1, 2025, and annually thereafter, on, among other things, the number of requests for review the ombudsperson has received in the prior year.

Status: VETOED. On 01/30/2024: Consideration of Governor’s veto stricken from file.

- [**AB-518 Paid family leave: eligibility: care for designated persons.**](#)
Gut-and-Amend on August 26, 2024; now the “CalFresh: data” bill.

- [**AB-749 State agencies: information security: uniform standards.**](#)
Summary: This bill would require, by January 1, 2025, every state agency, as defined, to implement specified actions relating to data, hardware, software, internal systems, and essential third-party software, including multifactor authentication for access to all systems and data owned, managed, maintained, or utilized by or on behalf of the state agency. The bill would require state agencies to implement a Zero Trust architecture, as defined, and prioritize the use of solutions that comply with, are authorized by, or align to federal guidelines, programs, and frameworks. This bill would require the office’s chief, no later than January 1, 2024, to develop uniform technology policies, standards, and procedures for use by all state agencies in Zero Trust architecture, including multifactor authentication, as defined, on all systems in the State Administrative Manual and Statewide Information Management Manual. The bill requires the chief to update requirements for existing annual reporting activities to collect information relating to the progress state agencies are making to increase internal defenses of agency systems. The bill would authorize the chief to update existing annual reporting activities to include how a state agency is progressing with respect to specified goals. The bill would also make related legislative findings and declarations.

Status: On 09/01/2023: In committee: Held under submission.

- [**AB-1163 Lesbian, Gay, Bisexual, and Transgender Disparities Reduction Act.**](#)
Summary: This bill would impose the provisions of the above-described act on the Business, Consumer Services, and Housing Agency, the California Health and Human Services Agency, the Department of Housing and Community Development, and the California Commission on Disability Access, and would require these state entities to comply with the bill’s provisions as early as possible following the effective date of this bill, but no later than July 1, 2025.

Status: CHAPTERED. On 10/13/2023: Approved by Governor. Chaptered by Secretary of State. Chapter 832, Statutes of 2023.

- [**AB-1370 California Community Colleges Economic and Workforce Development Program.**](#)
Summary: This bill would revise and recast several provisions of the California Community Colleges Economic and Workforce Development Program. The bill would extend operation of the program indefinitely and would repeal the Job Development Incentive Training Program. The bill would revise and recast the principles governing the Economic and Workforce Development Program, provisions on the duties and membership of the program’s advisory committee, the decision criteria for allocating program funds to colleges, and the definitions that apply to the program’s provisions.

Status: On 09/01/2023: In committee: Held under submission.

- **AB-1537 Skilled nursing facilities: direct care spending requirement.**

Summary: This bill would require, no later than July 1, 2024, the establishment of a direct patient-related services spending, reporting, and rebate requirement for skilled nursing facilities, with exceptions. Under the direct patient-related services spending requirement, the bill would require that a minimum of 85% of a facility's total non-Medicare health revenues from all payer sources in each fiscal year be expended on residents' direct patient-related services, as defined. The bill would require a facility to report total revenues collected from all revenue sources, along with the portion of revenues that are expended on all direct patient-related services and nondirect patient-related services, to the State Department of Health Care Services by June 30 of each calendar year, with certification signed by a duly authorized official, as specified.

Status: On 08/29/2024: Ordered to inactive file at the request of Senator Stern.

- **AB-1766 Division of Occupational Safety and Health: Regulations.**

Summary: Among other things, the bill would update statutory references within ETP's Enabling Legislation relating to the federal Workforce Innovation and Opportunity Act of 2014, the California Workforce Development Board, and local workforce development boards. Additionally, this bill would delete the statutory language declaring the intent of the Legislature that programs developed pursuant to these provisions not replace, parallel, supplant, compete with, or duplicate in any way already existing approved apprenticeship programs.

Status: CHAPTERED. On 07/27/2023: Approved by Governor. Chaptered by Secretary of State. Chapter 133, Statutes of 2023.

- **AB-2769 Apprenticeships: income tax returns.**

Summary: This bill would require the Franchise Tax Board to include a checkbox on individual income tax returns for taxable years beginning on or after January 1, 2025, for taxpayers to authorize the Franchise Tax Board to share their full name and mailing address with the Division of Apprenticeship Standards, pursuant to an information sharing agreement or data interface, for the purpose of receiving individual outreach information regarding apprenticeship programs in the state. The bill would require the division, upon appropriation by the Legislature, to annually conduct outreach and enrollment efforts to individuals whose information is shared pursuant to the provisions of this bill. The bill would provide that the unauthorized disclosure of taxpayer information by the division is a misdemeanor. By expanding the scope of a crime, the bill would impose a state-mandated local program.

Status: On 05/16/2024: In committee: Held under submission.

- **AB-2873 Breaking Barriers to Employment Initiative: grants.**

Summary: This bill would make significant changes to the Breaking Barriers to Employment Initiative grant program.

Status: CHAPTERED. On 09/12/2024: Approved by Governor. Chaptered by Secretary of State. Chapter 224, Statutes of 2024.

- **[AB-2358 Employment Development Department: disclosure of wage information: qualified third-party vendors.](#)**

Summary: This bill would require the Employment Development Department to release an employee's wage information to a qualified third-party vendor if the employee has provided the department written permission for that release. The bill would require the department to allow, at the request of the employee, the electronic transmission of the employee's wage information directly to or through a qualified third-party vendor for permissible uses, as defined. The bill would require the department to enter into an agreement with a qualified third-party vendor to allow for electronic transmission of an employee's wage information for permissible uses. The bill would require a qualified third-party vendor to use the employee's wage information for a permissible use and to share the employee's wage information with a subscriber, subject to specified restrictions the bill would impose on the subscriber. The bill would provide that wage information is confidential, as specified. The bill would prohibit the department from expending any additional state funds to execute the terms of the agreement with a qualified third-party vendor. The bill would make any person who knowingly accesses, uses, or discloses any information made confidential by the bill's provisions without authorization, as provided, guilty of a misdemeanor. By creating a new crime, the bill would impose a state-mandated local program. The bill would define various terms for purposes of these provisions.

Status: On 05/16/2024: In committee: Held under submission.

II. **SENATE BILLS**

- **[SB-150 Construction: workforce development: public contracts.](#)**

Summary: This bill would require the Department of Transportation to work in partnership with the California Workforce Development Board to support California's high road construction careers program. The bill would require the department to reserve a minimum aggregate total of \$50,000,000 of federal funds from the federal Infrastructure Investment and Jobs Act to be allocated over 4 years to support the program. This bill, on or after January 1, 2026, would also authorize a state agency to use, enter into, or require contractors to enter into, a project labor agreement that applies to a project or set of projects with aggregate construction costs in excess of \$35,000,000 only if the agreement also includes provisions to address community benefits, as described. This bill would also require the certain state agencies to convene relevant stakeholders to provide input on recommendations to establish material terms to be included as a material part of a contract. The bill would require these agencies to meet with those stakeholders in the process of developing recommendations, and to consult with specified state entities, including the Civil Rights Department, as prescribed. The bill would require those recommendations to be provided to the Governor and the Legislature by March 30, 2024, and also presented to the California Workforce Development Board in a regularly scheduled public meeting. This bill would declare that it is to take effect immediately as an urgency statute.

Status: CHAPTERED. On 07/10/2023: Approved by Governor. Chaptered by Secretary of State. Chapter 61, Statutes of 2023.

- **[SB-322 Zero-Emission Vehicle Battery Manufacturing Block Grants Program.](#)**

Summary: This bill would require the State Energy Resources Conservation and Development Commission, or an entity it contracts with, to administer its Zero-Emission Vehicle Battery

Manufacturing Block Grant Program, and would impose eligibility, application scoring, workforce, and reporting requirements on the program. The bill would authorize the commission, or an entity it contracts with, to adopt procedures and criteria to supplement these requirements.

Status: On 09/01/2023: September 1 hearing postponed by committee.

- **[SB-447 GO-Biz: Building and Reinforcing Inclusive, Diverse, Gender-Supportive Equity Project.](#)**
Summary: This bill would authorize the GO-Biz to establish the Building and Reinforcing Inclusive, Diverse, Gender-Supportive Equity Project (BRIDGE Project) to promote social equity, civil rights, and anti-discrimination through marketing and advertising campaigns. The bill would also make nonsubstantive changes to these provisions.

Status: CHAPTERED. On 09/13/2023: Approved by Governor. Chaptered by Secretary of State. Chapter 199, Statutes of 2023.

- **[SB-525 Minimum wage: health care workers.](#)**
Summary: Among other things, this bill would require, beginning June 1, 2025, a health care worker minimum wage of \$25 per hour for hours worked in covered health care employment, as defined, subject to adjustment, as prescribed. From June 1, 2024 until June 1, 2025, the health care worker minimum wage would be \$21 per hour. The bill would provide that the health care worker minimum wage constitutes the state minimum wage for covered health care employment for all purposes under the Labor Code and the Wage Orders of the Industrial Welfare Commission. The health care worker minimum wage would be enforceable by the Labor Commissioner or by a covered worker through a civil action, through the same means and with the same relief available for violation of any other state minimum wage requirement. By establishing a new minimum wage, the violation of which would be a crime, the bill would impose a state-mandated local program.

Status: CHAPTERED. On 10/23/2023: Approved by Governor. Chaptered by Secretary of State. Chapter 890, Statutes of 2023.

- **[SB-828 Minimum wages: health care workers: delay.](#)**
Summary: This bill would delay the minimum wage adjustments for health care workers by one month. This bill would make legislative findings and declarations as to the necessity of a special statute for health care workers. This bill would declare that it is to take effect immediately as an urgency statute.

Status: CHAPTERED. On 05/31/2024: Approved by Governor. Chaptered by Secretary of State. Chapter 12, Statutes of 2024.

- **[SB-534 Equitable Access to Job Opportunity Pilot Program.](#)**
Summary: This bill would establish the Equitable Access to Job Opportunity Pilot Program, to be operative from January 1, 2024, to January 1, 2025, inclusive, to provide individuals without postsecondary education degrees from rural or low-income communities with financial aid for workforce development training and education to gain employment in key industries. The bill would require the board and the office to administer the pilot program, including identifying key industries and developing partnerships, pathways, and opportunities to ensure local development of those industries, as specified. The bill would require the board and the office to work with local stakeholders, including local workforce development boards, in securing job opportunities and building pathways and partnerships, as specified. The bill would require the board and the office, on or before January 1, 2027, to report to the Legislature on the effectiveness of the program, as specified. The bill would repeal the bill's provisions on January 1, 2028.

Status: On 09/01/2023: September 1 hearing: Held in committee and under submission.

- **[SB-544 Bagley-Keene Open Meeting Act: teleconferencing.](#)**
Summary: This bill would amend existing law that will remain operative after July 1, 2023, to remove indefinitely the teleconference requirements that a state body post agendas at all teleconference locations, that each teleconference location be identified in the notice and agenda of the meeting or proceeding, and that each teleconference location be accessible to the public. The bill would require a state body to provide a means by which the public may remotely hear audio of the meeting, remotely observe the meeting, or attend the meeting by providing on the posted agenda a teleconference telephone number, an internet website or other online platform, and a physical address for at least one site, including, if available, access equivalent to the access for a member of the state body participating remotely. The bill would require any notice required by the act to specify the applicable teleconference telephone number, internet website or other online platform, and physical address indicating how the public can access the meeting remotely and in person. The bill would revise existing law to no longer require that members of the public have the opportunity to address the state body directly at each teleconference location, but would continue to require that the agenda provide an opportunity for members of the public to address the state body directly. The bill would require a member or staff to be physically present at the location specified in the notice of the meeting.

Status: CHAPTERED. On 09/22/2023: Approved by Governor. Chaptered by Secretary of State. Chapter 216, Statutes of 2023.

- **[SB-595 Covered California: data sharing.](#)**
Summary: This bill would prohibit the California Health Benefit Exchange from disclosing to a certified insurance agent or a certified employment counselor personal information obtained from the Employment Development Department without the applicant's consent. The bill also would require a person or entity that receives information from the Exchange to take reasonable measures to safeguard the confidentiality of any personal information obtained from the Exchange and would prohibit a person or entity from using or disclosing that information for any purpose other than to market and publicize the availability of health care coverage through the Exchange to individuals, as directed by the Exchange.

Status: CHAPTERED. On 10/08/2023: Approved by Governor. Chaptered by Secretary of State. Chapter 492, Statutes of 2023.

- **[SB-822 Workforce development: Interagency High Road Act.](#)**
Summary: This bill would require the Department of Industrial Relations and the California Workforce Development Board to collectively be responsible for oversight and decision-making, including, among other duties, creating high road evaluation metrics and developing technical assistance and evaluation infrastructure. The bill would require, upon request by a state agency, to establish interagency agreements that advance the objectives of high road procurement, contracting, and incentive programs. The bill would require, by January 1, 2025, each state agency to report to the Legislature the agency's plan to incorporate high road employment requirements in that state agency's procurement processes, contracts, and incentives programs. This bill would make these provisions effective only until January 1, 2030, and repeal them as of that date.

Status: VETOED. On 01/25/2024: Vetoed sustained.

- **[SB-864 Workforce development: workplace rights curriculum.](#)**
Summary: Among other things, this bill would require the California Workforce Development Board to assist the Governor with partnering with the Labor Commissioner and other subject matter experts in developing workplace rights curricula to be provided to all individuals receiving individualized career services, supportive services, or training services through the California workforce system. The bill would require each local workforce development board to ensure the

provision of workplace rights training consistent with that workplace rights curricula. The bill would require the comprehensive 4-year local plan to include a description of how the local board plans to comply with this requirement. By imposing additional duties on local workforce development boards, the bill would impose a state-mandated local program. The bill would require the California Workforce Development Board to partner with the Employment Development Department and the Labor and Workforce Development Agency to ensure that local workforce development boards and one-stop career center providers are complying with those requirements.

Status: On 09/01/2023: September 1 hearing postponed by committee.

- **SB-957 Data collection: sexual orientation and gender identity.**

Summary: Among other things, this bill would require intersexuality be included in data collection in accordance with the Lesbian, Gay, Bisexual, and Transgender Disparities Act.

Status: CHAPTERED. On 09/28/2024: Approved by Governor. Chaptered by Secretary of State. Chapter 868, Statutes of 2024.

- **SB-1237 Methane.**

Summary: Among other things, this bill would generally replace the term “natural gas” with the term “methane” throughout all of the state’s codes. Because some natural gas is not methane and some methane is not natural gas, the bill would authorize the expenditure of continuously appropriated moneys for new purposes, thereby making an appropriation, and would also change the applicability of various charges, and the purposes for which revenues from those charges may be used.

Status: On 04/16/2024: April 16 set for first hearing canceled at the request of the author.

- **SB-1321 Employment Training Panel: employment training program: projects and proposals.**

Summary: This bill would include in the project criteria, among other things, assisting existing apprentice, certification, or other training programs in updating training to reflect new technologies or methods, or to address gaps in existing training. The bill would also include in the program goals, among other things, meeting the standards established by the Division of Apprenticeship Standards for high-quality training programs. The bill would authorize projects developed pursuant to the above-described provisions to use program funding, upon appropriation by the Legislature, to provide training through apprenticeship programs approved by the Division of Apprenticeship Standards and training at joint-labor management training centers. Additionally, this bill would require the panel to also include within the minimum standards, among other things, an attestation of compliance with all state and federal labor and health and safety laws. By expanding the crime of perjury, this bill would impose a state-mandated local program. The bill would also prohibit a proposal from being considered or approved if, among other things, an applicant is ineligible to bid, be awarded, or subcontract on a public works project pursuant to specified provisions. The bill would require the panel to provide notice of the intent to award proposals at least 30 days before a panel meeting approving or rejecting a proposed award. This bill would provide that no reimbursement is required by this act.

Status: CHAPTERED. On 09/22/2024: Approved by Governor. Chaptered by Secretary of State. Chapter 469, Statutes of 2024.

III. **BUDGET BILLS**

- **AB-100 Budget Acts of 2021 and 2022.**

Summary: This bill would amend the Budget Act of 2021 and Budget Act of 2022 by amending and adding items of appropriation and making other changes. This bill would declare that it is to take effect immediately as a Budget Bill.

Status: CHAPTERED. On 05/15/2023: Approved by Governor. Chaptered by Secretary of State. Chapter 3, Statutes of 2023.

- **AB-102 Budget Act of 2023.**

Summary: This bill would amend the Budget Act of 2023 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: CHAPTERED. On 07/10/2023: Approved by Governor. Chaptered by Secretary of State. Chapter 38, Statutes of 2023.

- **AB-103 Budget Acts of 2021 and 2022.**

Summary: This bill would amend the Budget Act of 2021 and Budget Act of 2022 by amending and adding items of appropriation and making other changes. This bill would declare that it is to take effect immediately as a Budget Bill.

Status: CHAPTERED. On 06/30/2023: Approved by Governor. Chaptered by Secretary of State. Chapter 33, Statutes of 2023.

- **AB-106 Budget Acts of 2022 and 2023.**

Summary: This bill would amend the Budget Act of 2022 and Budget Act of 2023 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: CHAPTERED. On 04/15/2024: Approved by Governor. Chaptered by Secretary of State. Chapter 9, Statutes of 2024.

- **AB-1812 Budget Act of 2024.**

Summary: This bill would make appropriations for the support of state government for the 2024-25 fiscal year. This bill would declare that it is to take effect immediately as a Budget Bill.

Status: On 01/16/2024: Referred to Com. on BUDGET.

- **AB-2928 Budget Act of 2022.**

Summary: This bill would amend the Budget Act of 2022 by amending an item of appropriation related to the Lockeford Community Services District. This bill would declare that it is to take effect immediately as a Budget Bill.

Status: On 02/16/2024: From printer. May be heard in committee March 17.

- **[SB-101 Budget Act of 2023.](#)**
Summary: This bill would make appropriations for the support of state government for the 2023-24 fiscal year. This bill would declare that it is to take effect immediately as a Budget Bill.

Status: CHAPTERED. On 06/27/2023: Approved by Governor. Chaptered by Secretary of State. Chapter 12, Statutes of 2023.
- **[SB-104 Budget Acts of 2022 and 2023.](#)**
Summary: This bill would amend the Budget Act of 2022 and the Budget Act of 2023 by amending and adding items of appropriation and making other changes. This bill would declare that it is to take effect immediately as a Budget Bill.

Status: CHAPTERED. On 09/13/2023: Approved by Governor. Chaptered by Secretary of State. Chapter 189, Statutes of 2023.
- **[SB-105 Budget Acts of 2022 and 2023.](#)**
Summary: This bill would amend the Budget Act of 2022 and the Budget Act of 2023 by amending and adding items of appropriation and making other changes. This bill would declare that it is to take effect immediately as a Budget Bill.

Status: CHAPTERED. On 10/13/2023: Approved by Governor. Chaptered by Secretary of State. Chapter 862, Statutes of 2023.
- **[SB-917 Budget Act of 2024.](#)**
Summary: This bill would make appropriations for the support of state government for the 2024-25 fiscal year. This bill would declare that it is to take effect immediately as a Budget Bill.

Status: On 01/10/2024: To print.



M e m o r a n d u m

Employment Training Panel

To: Panel Members Date: October 16, 2024
From: Michael A. Cable, Staff Attorney File: ET24-0282
Subject: Second-Level Appeal (22 CCR § 4450(b)(2))
Appellant: Vino Farms, Inc.

I. Statement of Facts:

This matter concerns the Panel's decision to deny Appellant's training application under ETP's Agricultural Initiative, which took place at the April 2024 Panel Meeting. A copy of the Panel's Statement of Decision dated May 14, 2024, outlining the Panel's reasons for denying Appellant's training application is attached as **Exhibit A** hereto.

In response, Appellant submitted a First-Level Appeal dated June 10, 2024, sent via email and Certified Mail. (See First-Level Appeal (with exhibits) dated June 10, 2024, attached as **Exhibit B** hereto.) Simply put, Appellant alleges: that the Statement of Decision does not accurately identify or support the Panel's decision to deny Appellant's training application; that the Panel's questioning was based upon unsupported allegations reflecting political considerations and discrimination instead of any actual statutory or regulatory deficiency in the Appellant's training application; and that the Panel should reverse its denial because Appellant's training application is similar in all material respects to prior applications that were found by the Panel to be supported and compliant with all relevant statutory and regulatory requirements.

On August 19, 2024, an Executive Director Determination to First-Level Appeal was issued in response; stating in part:

“Although the First-Level Appeal alleges a perceived ‘disconnect’ between lines of questioning and legal grounds to support denial of Appellant's training application under ETP's Agricultural Initiative, the Statement of Decision actually provides the ‘connection’ sought after by Appellant; connecting pertinent lines of questioning to ETP's enabling legislation and guidelines. Moreover, the First-Level Appeal questions concerns regarding important issues about Section 10200, working conditions, trainee safety, success of training, and consistency with the goals and purpose of ETP's Agricultural Initiative. However, after reviewing the entirety of the record at issue, and what took place at the April Panel Meeting, the

First-Level Appeal does not set forth sufficient issues and facts in dispute requiring reversal of the Panel's decision to deny.

Lastly, the First-Level Appeal seeks reversal of the denial of Appellant's training application under ETP's Agricultural Initiative because the Panel approved previous training applications submitted by Appellant under other ETP programs, but the foregoing argument does not appear to comply with Section 4450 of Title 22 of the California Code of Regulations, stating an appeal 'will not be accepted by the Executive Director unless it includes a statement setting forth the issues and facts in dispute.' (Cal. Code Regs., tit. 22, § 4450, subd. (b)(1).) Consequently, since this particular argument does not claim that ETP proceeded in this matter based on incorrect facts or misapplication of law, this argument fails to comply with the requirements of Section 4450."

(See Executive Director Determination to First-Level Appeal dated August 19, 2024, attached as **Exhibit C** hereto.)

In response, Appellant submitted a Second-Level Appeal dated August 29, 2024, sent via email and Certified Mail, that essentially makes the same arguments asserted in the First-Level Appeal, but with additional analysis and facts allegedly supporting the Appellant's arguments. (See Second-Level Appeal (with exhibits) dated August 29, 2024, attached as **Exhibit D** hereto.)

Pursuant to Section 4450(b)(2)(A) of Title 22 of the California Code of Regulations, this matter was duly noticed for a Panel Meeting to take place on October 8, 2024. However, in response to written request for an extension of time from Appellant, this matter was continued per Section 4450(c), and duly noticed for the Panel Meeting to take place on October 25, 2024.

II. Issue Statement:

This Action Item is being presented to Panel pursuant to Section 4450(b)(2) of Title 22 of the California Code of Regulations, which states:

"The second level of appeal is to the Panel, and must be submitted within 10 days of receipt of the Executive Director's determination. This appeal should include a statement setting forth the appellant's argument as to why that determination should be reversed by the Panel, and forwarding any supporting documents or other writings that were not provided at the first level of appeal to the Executive Director. If the Panel accepts the appeal and chooses to conduct a hearing, it may accept sworn witness testimony on the record.

(A) The Panel must take one of the following actions within 45 days of receipt of a second-level appeal:

(1) Refuse to hear the matter, giving the appellant written reasons for the denial; or

(2) Conduct a hearing on a regularly-scheduled meeting date; or

(3) Delegate the authority to conduct a hearing to a subcommittee of one or more Panel members, or to an Administrative Law Judge with the Office of Administrative Hearings.”

III. Request For Panel Action:

In accordance with Section 4450(b)(2)(A) of Title 22 of the California Code of Regulations, Staff is requesting Panel take one of the following actions:

(1) Refuse to hear the matter, giving the appellant written reasons for the denial; or

(2) Conduct a hearing on a regularly-scheduled meeting date; or

(3) Delegate the authority to conduct a hearing to a subcommittee of one or more Panel members, or to an Administrative Law Judge with the Office of Administrative Hearings.

Exhibit A



State of California—Labor and Workforce Development Agency
Employment Training Panel



May 14, 2024

Sent via Certified Mail

Roni Natera
Vino Farms, Inc.
1377 E Lodi Avenue
Lodi, CA 95240
natera@vinofarms.net

RE: **Statement of Decision**

Dear Roni Natera:

Vino Farms, Inc. (Applicant) presented its training proposal at the April 26, 2024, Employment Training Panel (ETP) meeting. As a Priority Industry application under the Agriculture Initiative, Applicant proposed to train an estimated 250 trainees to implement new equipment and technology to streamline operations in a proposed agreement amount of \$230,000. After careful review and consideration with no public comment, Panel Members present moved and voted to deny Applicant's training proposal as follows: 4 in favor of denial; 2 abstentions.

The reasons for denying Applicant's training proposal include without limitation:

- Panel was not satisfied that Applicant's training proposal met the statutory requirements of Unemployment Insurance Code section 10200(a)(1) to foster creation of high-wage, high-skilled jobs, or foster the retention of high-wage, high-skilled jobs.
- Panel was not satisfied that Applicant's training proposal met the statutory requirements of Unemployment Insurance Code section 10200(a)(3) to result in safe and secure jobs for those trainees that successfully complete training.
- Panel was not satisfied that Applicant's training proposal met the statutory requirements of Unemployment Insurance Code section 10200(a), nor the statutory priority requirements outlined in Unemployment Insurance Code section 10200(b), by not satisfying questions and concerns related to: trainee safety; working conditions; wages; management turnover; and past performance.

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SACRAMENTO, CA 95814
(916) 327-5840

N. HOLLYWOOD REGIONAL OFFICE
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NORTH HOLLYWOOD, CA 91602
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S.F. BAY AREA REGIONAL OFFICE
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9085 Rto San Diego Dr. #320
SAN DIEGO, CA 92108
(658) 300-6448


Statement of Decision, Vino Farms, Inc.
May 14, 2024
Page 2

- Panel was not satisfied that Applicant's training proposal met the goals of ETP's Agriculture Initiative to fund and support agriculture training proposals that upskill workers to transition into better jobs and career opportunities.

Applicant should be aware that training proposals must comply with ETP's statutory and regulatory criteria; including, without limitation, criteria and priorities in response to a constantly changing California economy. Unfortunately, Applicant's training proposal as presented to the Panel did not meet ETP's statutory criteria and priorities as explained above.

We appreciate your interest in the program and goals of the Employment Training Panel.

Regards,


Jessica Grimes (May 14, 2024 11:59 PDT)

Jessica Grimes
Executive Director

DECLARATION OF SERVICE

I declare as follows:

I am a citizen of the United States, over the age of eighteen (18) years, and not a party to the within action. I am employed by the Employment Training Panel in the County of Sacramento, State of California. My business address is 1100 J Street, Fourth Floor, Sacramento, CA 95814.

On **May 15, 2024**, I served the within document(s):

**Statement of Decision-Vino Farms
ETP No. ET24-0282**

on all interested parties in this action as follows:

Roni Natera
Vino Farms, Inc.
1377 E Lodi Avenue
Lodi, CA 95240
rnatera@vinofarms.net

BY CERTIFIED MAIL: I enclosed the above stated document(s) in an envelope or package provided or accepted by a delivery carrier and addressed to the above stated person(s). I caused such envelope or package for collection and delivery to be deposited at an office, with the postage fully prepaid.

BY ELECTRONIC SERVICE: I caused such document(s) to be delivered electronically via email to the email address of the addressee(s) set forth above.

I declare under penalty of perjury under the laws of the State of California that the above statements are true and correct.

Executed on **May 15, 2024**, in Sacramento, California.



MELISSA ROPER

Exhibit B

June 10, 2024

Employment Training Panel
Attn: Jessica Grimes / Executive Director

RE: Vino Farms –Appeal of April 26, 2024 Statement of Decision

Dear Ms. Grimes:

We are writing to appeal the attached April 26, 2024 Employment Training Panel decision (**Exhibit A**), which does not identify any factual basis for the panel's denial of Vino Farms well supported application for funding (**Exhibit B**). Each of the cursory stated "grounds" for the denial decision does little more than reference the statute, without identifying any *facts* as to how Vino Farms detailed ETP application was in any way deficient. What is more troubling is that the terse and unexplained "grounds" for the decision do not align in any way with the questions presented at the panel meeting, which were addressed to matters that were either irrelevant to the application, reflected political considerations, or in no way identified any actual deficiency as to Vino Farms. The panel questions were instead directed to unsupported matters that legally and factually do not provide grounds for a denial (e.g., such as referencing political matters concerning labor picketing by outside agencies that were *not even supported by or involving Vino Farms' employees*, and the lawful, *state approved* use of agricultural products), discussed in detail below.

The fact that (1) the panel decision does not identify the panel's actual fact finding or factual basis for the decision, combined with (2) the disconnect between the panel's questions (which focused on matters that legally would not support any denial), and (3) the fact that Vino Farms' ETP application (similar in all material respects to prior applications that were found to be supported and compliant on the *relevant statutory factors*) was denied all require reconsideration and reversal of the decision. This was Vino Farm's fourth ETP application, and all three prior ETP applications (which were scrutinized under the *relevant criteria*) were approved. Specifically, the previous three contracts were funded under three different ETP programs: 1) Core funds, 2) COVID Pilot funds, 3) Expansion funds. Vino Farms prior three applications previously approved have been scrutinized many times in the past under the proper criteria and deemed qualified and to satisfy all statutory requirements.

The Statement of Decision outlines 4 "grounds" that do not explain the panel's actual fact finding and instead present "deficiencies" that were not even raised by the panel during the panel meeting.

1. **Vino Farms Disputes "Ground" #1 - 10200(a)(1):** As the first "ground," the May 14, 2024 statement of decision simply states in conclusory fashion that the panel "was not satisfied that Applicant's training proposal met the statutory requirements of Unemployment Insurance Code section 10200(a)(1) to foster creation of high-wage, high-skilled jobs, or foster the retention of high-wage, high-skilled jobs." But no actual facts, reasoning, or explanation are provided as to the actual basis for that determination, and no questions or concerns were posted

by the panel as to this issue. Indeed, there were no questions, discussions or inquiries at the panel meeting to address *any* of the actual specifics of the training proposal that Vino Farms presented and its impact on fostering and retaining high-wage, high skilled jobs, particularly in the agricultural sector.

Vino Farms disputes the panel's conclusory finding on this ground, and maintains it is factually unsupported and erroneous. The panel did not appear to evaluate the actual substance of Vino Farms' application, which not only meets but exceeds this criterion.

Specifically, Vino Farms outlined its training proposal to foster creation and retention of high-wage, high-skilled jobs within the agricultural sector. Vino Farms' training has included training on using current technology, including iPhone 14s and iPads for all field operation employees. All field operation employees have a company provided cell phone to use during their workday, including to scan QR codes in order to complete pre-inspection checklist forms for equipment that is being used throughout their day. The phones also contain shared files that employees may need to access throughout their workday. Supervisors use tablets for timekeeping purposes and to monitor weather stations, irrigation tasks and levels, among other tasks. Vino Farms continues to implement new technologies that all require use of smartphones and/or tablets as the industry continues to move toward higher efficiency for day-to-day tasks. Vino Farms also works with many agriculture associations to train its employees as train the trainers, safety certification, and leadership programs, just to name a few.

Likewise, Vino Farms prides itself in paying higher than normal wages to its employees along with a very rich health benefit package. Coverage is available for employee only, employee + spouse, employee + children or employee + family, including:

- Health plan - employee contribution for any level of coverage is \$1/month. This plan has NO deductible, and an out-of-pocket maximum of \$2,000.00 (this means no member will pay more than \$2000.00 in a plan year and is capped at \$6,000.00 for a family). This plan is an open network plan and also includes prescription coverage. The plan year that started on November 1st also saw a DECREASE in the already low co-payment rates.
- Dental and vision insurance paid for by the company
- The entire health plan benefit adds to the total compensation for each employee anywhere from \$4 to \$11 per hour depending on the level of coverage elected.
- Life insurance, long-term disability, accidental death and dismemberment policies all paid by Vino Farms.
- Vacation pay
- Holiday pay
- Sick pay

(ETP Panel) “So I am sorry, farmworkers from another farm came over to Vino Farms and protested even though they don’t work there? “

(Roni Natera, Vino Farms) “Farmworkers from another organization came here to protest at Vino Farms. *They were not Vino Farms employees.*”

Moreover, such a political consideration is improper and does not go to any enumerated statutory basis for evaluation of this family owned business’s application.

- **Vino Farms’ lawful, permissible, and low level use of agricultural herbicide.** The panel asked questions regarding the low level use of a state and federally approved agricultural product (glyphosate). Based on CDPR data, glyphosate is an approved herbicide throughout the state of California. Moreover, Vino Farms applied less than a 1 percent of the glyphosate used in Sonoma County in 2021. The panel questions were not addressed to any of those factual considerations, but rather the panel members explicitly stated they were not at all concerned with whether the use was approved and legal:

(Roni Natera) “[I] just want to make sure we all understand that it is legal to use in California and in the United States.

(ETP Panel) Just because its legal doesn’t make it right.

This non-factual, results-driven bias runs contrary to the state’s own workplace safety determinations regarding Vino Farms’ permissible use of herbicide. Indeed, Vino Farms’ safe and permissible use of this product has repeatedly been reviewed *and passed* repeatedly by state OSHA inspections and state and local inspections, including over twenty inspections in the past 4 years:

- **Questions regarding a PAGA/class lawsuit (which specifically did not determine any violations).** The panel raised the concern that a *lawsuit* had been filed with wage/hour allegations. (ETP Panel: “It was shared with me in 2021, there was a class action lawsuit.”) But the filing of a lawsuit in no way establishes any underlying violation. To the contrary to rely upon the filing of a lawsuit that did not result in any merits determination is fundamentally inconsistent with the civil justice system, which does not presume violations or guilt or presume lawsuit allegations to be “findings.” No such determination of any violation was ever made in the referenced lawsuit. To the contrary, the California Labor Workforce Development Agency declined to investigate the PAGA complaint. Likewise, the court never issued any finding of any violation whatsoever.

Vino Farms takes great pride in its relationship with its employees, many who have worked with Vino Farms for decades. The lawsuit was filed by a *single* disgruntled former employee who was fired for cause, the claims were groundless, and contained boilerplate allegations that the Plaintiff’s firm commonly asserts in its standard stock/form complaint it has filed against numerous employers across the state. (The plaintiff’s firm who filed suit filed 302 PAGA claims against other employers in 2021 alone). The filing of a PAGA suit is in no way a finding of a violation, but rather reflects the proliferation of such actions: in 2021, there was a total of 6,502 PAGA claims filed in court. Moreover, Vino Farms’ wage hour practices not only meet but exceed

- 401(k) with a company match of 25% of each percent you contribute up to 6%. In order to receive the company match, you must be employed on December 31 of each year and have worked 1000 hours in that calendar year. Eligibility is minimum of age 21, one year/1000 hours and entry dates of January 1 or July 1.

2. **Vino Farms Disputes “Ground” #2 - 10200(a)(3):** The May 14, 2024 statement of decision simply states in conclusory fashion that the panel “was not satisfied that Applicant’s training proposal met the statutory requirements of Unemployment Insurance Code section 10200(a)(3) to result in safe and secure jobs for those trainees that successfully complete training.” First, even in stating this conclusion, the decision misstates the statutory provision, which is addressed to providing “secure jobs for those who successfully complete training.” Unempl. Ins. Code Section 10200(a)(3). Second, the decision once again identifies no actual facts, reasoning, or explanation as to the actual basis for that determination, and no questions or concerns were posted by the panel as to this issue. Vino Farms has met this requirement in all of its previous projects, which is precisely why its applications have been repeatedly approved in prior years when the panel was focused on the relevant facts and data and proper statutory criteria. Vino Farms’ trainees have been and are retained for 90+ days after training, including over a 74% retention rate.

3. **Vino Farms Disputes “Ground” #3 – 10200(a) & 10200(b):** The May 14, 2024 statement of decision simply states in conclusory fashion that the panel was not satisfied that the proposal met the statutory requirements of 10200(a) nor the priority requirements of 10200(b) “by not satisfying *questions and concerns* related to: trainee safety; working conditions; wages; management turnover; and past performance.”

But the statement of decision does not identify what *facts* (or even what “questions or concerns”) support this conclusory finding. The failure to actually identify the “questions and concerns” is particularly problematic, as the questions at the hearing did not address the actual substance of Vino Farms’ proposal. To the contrary, this statement confirms Vino Farms’ concerns that the panel’s decision was focused on completely unsubstantiated (and demonstrably erroneous) considerations/questions. As is evident by the transcript taken from video recording of the panel session (provided in the attachment), the panel’s questions and the answers provided did not identify any deficiency as to any of these issues, but rather focused on the following matters (which in no way provide any basis for a denial of the application).

- **Political Considerations as to Irrelevant Labor Organizing:** Although it has no bearing on the application or the statutory considerations, the panel raised questions regarding an irrelevant instance of outside labor picketing, and cited this as a concern, with a panel member stating: “In addition, in April 2023 about 100 farm workers protested.” Aside from the fact that citing an unspecified “protest” is not a proper consideration, the organizing activity *did not even involve Vino Farms employees*.

(Roni Natera, Vino Farms) “So that protest as far as we know, to be clear not one of Vino Farms employees last year was involved in the protest. As far as we know and can recognize not one of Vino Farms employees was involved. That was a totally different group.”

associations to train its employees as train the trainers, safety certification, and leadership programs, just to name a few.

In sum, Vino Farms' application for ETP funding meets the statutory requirements. The conclusory statement of decision to deny Vino Farms' application is devoid of any identified factual basis for the determination. Indeed, the majority of the "grounds" identified were not even a part of the questioning by the panel. Based on the panel questioning, the determination appears to rest on factually unsupported and irrelevant considerations (such as the use of approved agricultural products, and an instance of labor organizing of non-employees). Vino Farms accordingly requests that the determination be reversed, and the application approved.

requirements, with numerous mechanisms to ensure compliance, and the panel's questions and statement of decision do not identify any *facts* as to any noncompliant practice.

Likewise, a PAGA settlement (which thousands of family operations such as Vino Farms facing the astronomical cost of defending such litigation are forced as a business matter to undertake) cannot and does not establish any violation at all, but rather the opposite: the settlement specifically identified Vino Farms' defenses to the allegations and specifically reflected that there was no admission of wrongdoing. As a fundamental legal principle, a settlement cannot be used in any subsequent proceeding as evidence or a determination of any violation. In sum, the filing and settling of a PAGA/putative class suit (which the California LWDA did not even elect to prosecute and which is a widespread occurrence)¹ is in no way a "factual" or "legal" basis for finding a "concern" as to a statutory deficiency, as there was no such determination or ruling ever issued. Indeed, from a review of public PAGA filings and records of ETP application approvals, the ETP panel has approved hundreds of employers who have also been the subject of PAGA claims and who settled.

4. **Vino Farms Disputes "Ground" #4 – Agriculture Initiative:** Finally, the Statement of Decision states that the "Panel was not satisfied that Applicant's training proposal met the goals of ETP's Agricultural Initiative to fund and support agricultural training proposals that upskill workers to transition into better jobs and career opportunities." The decision once again identifies no actual facts, reasoning, or explanation as to the actual basis for that determination, and no questions or concerns were posed by the panel as to this issue. Vino Farm's ETP funding application meets and exceeds this requirement.

As discussed above, Vino Farms outlined its training proposal to foster the upskilling of workers within the agricultural sector. Vino Farms' training has included training on using current technology, including iPhone 14s and iPads for all field operation employees to incorporate technology into the workday.² Supervisors also use tablets for timekeeping purposes and to monitor weather stations, irrigation tasks and levels, among other tasks. Vino Farms continues to implement new technologies and training that all require use of smartphones and/or tablets as the industry continues to move toward higher efficiency for day-to-day tasks. Vino Farms also works with many agriculture

¹ Even the LWDA recognizes PAGA abuse. In its budget proposal for PAGA, the LWDA stated "the substantial majority of proposed private court settlements in PAGA cases reviewed by the [PAGA] Unit fell short of protecting the interests of the state workers." The analysis continues, "Seventy-five percent of the 1,546 settlement agreements reviewed by the PAGA Unit in fiscal years 2016/17 and 2017/18 received a grade of fail or marginal pass, reflecting the failure of many private plaintiffs' attorneys to fully protect the interests of the aggrieved employees and the state." (emphasis added).

² As noted, all field operation employees have a company provided cell phone to use during their workday, including to scan QR codes in order to complete pre-inspection checklist forms for equipment that is being used throughout their day. The phones also contain shared files that employees may need to access throughout their workday.

(Roni) So that protest as far as we know, to be clear not one of Vino Farms employees last year was involved in the protest. As far as we know and can recognize not one of Vino Farms employees was involved. that was a totally different group.

(ETP Panel) So I am sorry, farmworkers from another farm came over to Vino Farms and protested even though they don't work there?

(Roni) Farmworkers from another organization came here to protest at Vino Farms. They were not Vino Farms employees.

(ETP Panel) To protest about the conditions at Vino Farms?

(Roni) Correct

(ETP Panel) and the roundup?

(Roni) Correct

(ETP Panel) And the provision of water breaks?

(Roni) Correct, I just want to make sure we all understand that it is legal to use in California and in the United States.

(ETP Panel) Just because its legal doesn't make it right.

(Roni) I'm not saying it's right, or wrong, I'm saying that we are well within our right and ability to apply that. I am not saying that we excessively apply it. I think if you look at the article, you will see that there were a lot of allegations made. I don't believe that the data was accurate.

(ETP Panel) In my perspective and I represent workers, and I listen to the workers.

(ETP Panel #2) To me there is something clearly going on here. This seems to be about a leadership issue. I'm wondering if there's been any changes to leadership to correct this potential problem in the future.

(Roni) As far as leadership, I can wholeheartedly explain that we have a great management team. I would say we've had some people who have retired, and we have brought in a new great leadership team as far as management and vineyard managers for us. I feel confident in our training processes so that they are treating employees properly, their doing what's expected of them. They are following the guidelines with regards to any wage an hour rules any pesticide application. Anything like that, I do know we are now keeping track of all the inspections that take place at Vino Farms in any one of our locations. And over the last year, I believe 32, going back to about 2020 we have passed every pesticide inspection, that has been done. We have had Cal OSHA come out as well. Based on complaint, that we are never privy to who made that complaint. With a no violation, finding as well.

(ETP Panel#3) I want to touch on something as well. Was the managers awareness to the wage and hour side. Because I think that's sometimes on the topical issue. It is happening all over. After that all came out, what were the action plans with your leaders or your team members as it came to educating around right wage laws? Were things done there to help prevent from this not happening again or awareness within leaders?

Transcribed Questions asked by the ETP panel and answered by Veronica Natera - HR director of Vino Farms (video recording available at <https://etp.ca.gov/panel-meetings/panel-packets-and-agendas/>)

(ETP Panel) I do get a little uncomfortable. It was shared with me in 2021, there was a class action lawsuit. It was against failing to pay workers for their hours worked, including overtime, failing to allow meal and rest, and requiring workers to buy tools without compensating them. This class Action lawsuit occurred during one of previous EP contracts, this is very bad optics issue. In June 2023, Vino Farms agreed to settle this lawsuit \$1.4 million. In addition, in April 2023 about 100 farm workers protested. Vino Farms uses synthetic spray such as Roundup and prohibits water during the hottest and busiest times of harvest, they also use temporary agricultural workers to illegally replace long time field employees and retaliated against workers who point out these issues. In 2022, Vino Farms was penalized by the Department of Labor for giving preferential treatment to temporary agricultural workers as cited by the Press Democrat. article Title was to pay \$1.4 million to settle lawsuit over workers' pay. This creates a very uncomfortable issue for me. We are some of the biggest advocates of worker rights and treating the worker with fairness and respect and including a very healthy workplace environment for them. **The evidence that I have seen, does not make me comfortable with approving today's request.** I would like to hear from you as to how this has been rectified and your perspective.

(Roni) Absolutely, I appreciate your candidness and I will speak to all of those points. I will ask that you also completely hear everything I have to say. As you mentioned you were sighting one source for all that information. Vino Farms is very confident in their practices or policies, and we also took the time to review timecards when they were requested during this PAGA lawsuit. I am not sure how much or how many of you are aware what PAGA is? But it is a method that employees can file a wage an hour lawsuit against a company and on behalf of other similar situated employees. This took place as you mentioned in 2021 and we engaged with their Council, we as mentioned we're very confident with our pay practices and we do not feel that we violated any wage and hour issue. I believe the article also alluded to that, and the plaintiffs' attorney commented on that as well. There was no finding that we had done anything wrong in the allegations in the lawsuit. It was clearly just a settlement agreement. Vino Farms chose to at that time to FORGO any future litigation. The time and the cost and disruption to the business, so we agreed to settle at that time. It is very important to us to take care of our employees as well. I am a human resources Director and by position that is my responsibility. Making sure that they're aware of their rights and knowing what to do in the event that those rights are violated. We also have been in business for a little over 40 years, now I think a company who's been in business for over 40 years cannot do so if they're not treating their employees properly or paying them as needed. We have several employees that have been with Vino Farms, upwards of 20, 25,30 years. We have some up to 35 years and retiring from Vino Farms as well. After having such a long 10 years, I think that speaks to our Treatment of employees as well. Do you have further questions, or can I elaborate on anything?

(ETP Panel) If you could elaborate. If you're saying that the issues were fixed and you're also saying that there wasn't anything done wrong. But there was a settlement of \$1.4 million. I'm curious as to it seems to be and continues to be labor, unrest with the reference to the April 2023 protest by 100 farmworkers. Which is very resent, we are in 2024, that was last year.

(Roni) We took the time to train all supervisors managers and took the time to have discussions with them to make sure they understood what the wage hour rules were. And training on that subject several times since then. And then we also took the time to go out to employees and explain to them what the proper time keeping practice for them should be as well. With regards to clocking in appropriately and clocking out appropriately, making sure that they're taking their lunch breaks at what time, and we have implemented a policy that they all acknowledge and understand and abide by now.

(ETP Panel#3) Was it more of a one and done? Or is there a continual focus on this?

(Roni) There is a continual focus on this. Yes, absolutely a continual focus on this.

(ETP Panel #4) I have trouble bridging the gap from an earlier statement of Vino Farms, being no fault but also with the choice to settle. So, there's a gap even in this, and this is the first time I'm hearing of this case and some of the statements. So, can you expand on the settling, but no-fault? But also changing the culture.

(Roni) So we did not see any evidence that there were any wage and hour rules that were violated, OK. Just so you know the attorney that we worked with us, they also had an obligation to look over the records that were turned over and there was no evidence if you look at the article. It says, the plaintiff attorney also stated. And I can, I have the article if you want me to read. I can read it to you, A very, very Significant risk factor is what the plaintiffs' attorneys wrote. "There is no evidence that a court commissioner had informed the defendant that it's contact violated the labor code." You have got a PAGA lawsuit. Those can run millions and millions of dollars if you take the time to go through the whole process with attorney's fees, time, interruption to business, and Vino Farms made the best business decision at that time. They wanted to be able to settle that and be able to focus on doing the business, that's what they do best and treating our employees to the best that they can.

(ETP Panel) Any other questions on this?

(ETP Panel) No questions, I Have a motion.

(ETP Panel) I also have a question, for them, on current performance or their current contract, so, I'm looking at some data that is right in front of me, your current contract, its term expired at the end of January. I'm seeing a bill amount currently at 74.08%, so with that, I would not even be comfortable 100% funding, it needs to be rightsized to go ahead, because I said at 74.08 and contracts under 75% performance, are generally right sized to where they achieved in the prior contract. I don't know if you have more invoices to submit, again there are two options, but like we said earlier if you have more invoices to submit, you can submit, come back at a later date and have your performance higher and be able to potentially get this award. Or look at if approved at 74.0% which I believe is 232,060.71.

(Spokesman) Madam Chair, we did right size this project, at 230,000 based on potential earnings.

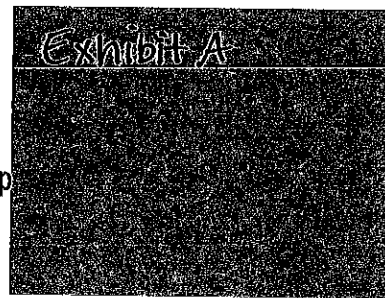
(ETP Panel) So up to you, you can come back after you got the rest of the invoices, or do you want right size if we go ahead?

(Roni) We agree to right size.

(ETP Panel) Denied....



State of California—Labor and Workforce Development
Employment Training



GAVIN NEWSOM
GOVERNOR

May 14, 2024

Sent via Certified Mail

Roni Natera
Vino Farms, Inc.
1377 E Lodi Avenue
Lodi, CA 95240
natera@vinofarms.net

RE: Statement of Decision

Dear Roni Natera:

Vino Farms, Inc. (Applicant) presented its training proposal at the April 26, 2024, Employment Training Panel (ETP) meeting. As a Priority Industry application under the Agriculture Initiative, Applicant proposed to train an estimated 250 retrainees to implement new equipment and technology to streamline operations in a proposed agreement amount of \$230,000. After careful review and consideration with no public comment, Panel Members present moved and voted to deny Applicant's training proposal as follows: 4 in favor of denial; 2 abstentions.

The reasons for denying Applicant's training proposal include without limitation:

- Panel was not satisfied that Applicant's training proposal met the statutory requirements of Unemployment Insurance Code section 10200(a)(1) to foster creation of high-wage, high-skilled jobs, or foster the retention of high-wage, high-skilled jobs.
- Panel was not satisfied that Applicant's training proposal met the statutory requirements of Unemployment Insurance Code section 10200(a)(3) to result in safe and secure jobs for those trainees that successfully complete training.
- Panel was not satisfied that Applicant's training proposal met the statutory requirements of Unemployment Insurance Code section 10200(a), nor the statutory priority requirements outlined in Unemployment Insurance Code section 10200(b), by not satisfying questions and concerns related to: trainee safety; working conditions; wages; management turnover; and past performance.

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www.etp.ca.gov
ETP (01/11/2018)


Statement of Decision, Vino Farms, Inc.
May 14, 2024
Page 2

- Panel was not satisfied that Applicant's training proposal met the goals of ETP's Agriculture Initiative to fund and support agriculture training proposals that upskill workers to transition into better jobs and career opportunities.

Applicant should be aware that training proposals must comply with ETP's statutory and regulatory criteria; including, without limitation, criteria and priorities in response to a constantly changing California economy. Unfortunately, Applicant's training proposal as presented to the Panel did not meet ETP's statutory criteria and priorities as explained above.

We appreciate your interest in the program and goals of the Employment Training Panel.

Regards,



Jessica Grimes (May 14, 2024 11:09 PDT)

Jessica Grimes
Executive Director

DECLARATION OF SERVICE

I declare as follows:

I am a citizen of the United States, over the age of eighteen (18) years, and not a party to the within action. I am employed by the Employment Training Panel in the County of Sacramento, State of California. My business address is 1100 J Street, Fourth Floor, Sacramento, CA 95814.

On **May 15, 2024**, I served the within document(s):

**Statement of Decision-Vino Farms
ETP No. ET24-0282**

on all interested parties in this action as follows:

Roni Natera
Vino Farms, Inc.
1377 E Lodi Avenue
Lodi, CA 95240
rnatera@vinofarms.net

BY CERTIFIED MAIL: I enclosed the above stated document(s) in an envelope or package provided or accepted by a delivery carrier and addressed to the above stated person(s). I caused such envelope or package for collection and delivery to be deposited at an office, with the postage fully prepaid.

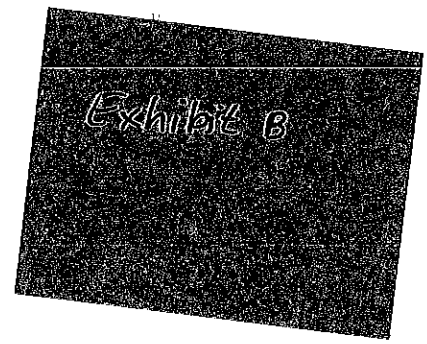
BY ELECTRONIC SERVICE: I caused such document(s) to be delivered electronically via email to the email address of the addressee(s) set forth above.

I declare under penalty of perjury under the laws of the State of California that the above statements are true and correct.

Executed on **May 15, 2024**, in Sacramento, California.



MELISSA ROPER



Agriculture Initiative
Training Proposal for:
Vino Farms, Inc.

Contract Number: ET24-0282

Panel Meeting of: April 26, 2024

ETP Regional Office: Sacramento

Analyst: A. Reyes

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate HUA	Industry Sector(s):	Agriculture Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Napa, San Joaquin, San Luis Obispo, Santa Barbara, Sonoma	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Number of Employees in:	CA: 300	U.S.:300	Worldwide: 300
Turnover Rate:	7%		
Managers/Supervisors: (% of total trainees)	5%		

FUNDING DETAIL

In-Kind Contribution
\$750,000

Total ETP Funding
\$230,000

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	Business Skills, Commercial Skills, Computer Skills, Hazardous Materials	250	8-200	0	\$1,265	\$22.55
				Weighted Avg: 40			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: Job Number 1 (Retrainees): \$22.55 per hour for Napa, Santa Barbara, Sonoma, San Joaquin and San Luis Obispo Counties

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

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

\$2.39 per hour may be used to meet the Post-Retention Wage for Job Number 1

Current Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1 (Retrainees)		
Admin	\$20.16 - \$25.00	5
Field Leads	\$20.16 - \$25.00	15
	\$25.01 - \$26.00	3
Field Staff	\$20.16 - \$25.00	130
Safety Staff	\$20.16 - \$25.00	20
Shop Leads	\$20.16 - \$25.00	8
Shop Staff	\$20.16 - \$25.00	24
Vineyard/Operations Managers	\$25.00 - \$35.00	15
Viticulture Staff	\$20.16 - \$25.00	25
	\$25.01 - \$32.00	5

INTRODUCTION

Founded in 2008 and headquartered in Lodi, Vino Farms, Inc. (Vino), plants, harvests, and delivers wine grapes for wineries, investment companies, and individual vineyard owners. Vino has over 100 vineyards throughout California. The Company also provides customized services such as consulting and managing of the winery’s existing vineyards. Training will take place at the Company’s five locations in Lodi, Healdsburg, Napa, Los Alamos, and San Miguel. This is Vino’s fourth ETP Contract, and fourth in the past five years.

Veterans Program

Vino employs Veterans but does not actively recruit Veterans or keep an active census on how many employees are Veterans.

PROJECT DETAILS

Vino's previous contracts focused training on the implementation of new equipment and began training employees for in-house promotions. This Contract will expand on that training and implement more detailed training on higher level topics. VINO is committed to increasing the number of employees who are licensed and certified supervisors. In order for employees to become a certified supervisor, employees will need to take numerous classes and training on new rules/regulations, environmental hazards, customer requirements, and safety issues. As part of their leadership program to teach trainees to lead teams, trainees will receive internal and external certifications which are transferable.

In addition, the Company has implemented new technology in order to streamline operations in order to be ahead of the curve in the industry and to deliver the best possible service to its clients. VINO is investing in the latest advances in farming equipment in order increase crop quality while maintaining high yields by tracking crop inputs such as pesticides, irrigation, harvest techniques, and fertilization. The company is investing in equipment such as vine spraying flow control meters, GPS mapping, and soil probes to ensure that VINO is using the latest equipment. These advances in farming equipment will reduce overall long-term operating costs, subsequently reducing costs to its customers. The new features that the company is implementing will be through AgOtter, Trimble, FIIX, GrapeTech, WiseConn/Drop Control, and Intelliculture.

VINO is continually adding new ranches for farming operation. Training will be provided to address the challenges and new environments that each new ranch possesses; such as weather patterns, water issues, and soil quality.

Agriculture Initiative

VINO Farms is focused on the advancement of its staff to improve their skills in the Agriculture industry by utilizing a variety of resources such as classes and workshops with local Ag associations, community colleges, or trade schools. Employees are encouraged to notify VINO when they are interested in other opportunities within the company so they can receive training and mentoring to help attain their desired goals.

In order to improve the quality of life for staff, the company provides employees with a variety of incentives including permitting employees to participate in leadership roles in industry or community groups, providing employees with matching contribution to 401(k) retirement plans, and provides health benefits packages to its employees and their families. In addition, VINO maintains an open door policy for its employees and encourages all employees to speak with management to discuss any concerns, feedback, questions, or other issues they may have, with the option for employees to submit this anonymously if they prefer through surveys or lock boxes.

Training Plan

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

Business Skills: Training will be offered to all occupations. Training will provide skills to effectively and efficiently maintain business operations. Training topics include Communication Skills, Leadership, and Product Management.

Commercial Skills: Training will be offered to all occupations except Administrative Staff and Administrative Leads. Training focuses on proper handling of product, compliancy, and adhering to operating procedures. Training topics include Chemical & Fertilizer Application, Harvester Operations, and Processing Techniques.

Computer Skills: Training will be offered to all occupations. Training will improve software skills. Training topics include AgOtter, Trimble GPS receivers, and WiseConn.

Hazardous Materials: Training will be offered to all occupations except Administrative Leads and Administrative Staff. Training will focus on the proper handling and safety when dealing with hazardous materials. Training topics include Fueling Equipment, Spill Prevention, and Transporting.

Commitment to Training

The current annual training budget is approximately \$125,000 per facility. Most of the training is for new hire orientation, general safety, efficient processes, and food safety training. ETP funds will not displace the existing financial commitment to training. Training will be provided by qualified in-house trainers. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

The Company has designated the Director of Human Resources to oversee the ETP Contract along with assistance from the Human Resources Administrator, and one administrator per location. The Company has also retained the services of a third-party administrator with extensive ETP experience to assist with administration.

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 San Joaquin County are in an HUA.

However, the Company is not requesting a wage or retention modification.

Prior COVID Performance

Vino Farms had a prior contract with ETP under COVID Pilot Program with a term from 12/14/2020 to 12/13/2022. The contract amount for this project is \$90,000 and the company was able to earn 100% of the funds.

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	
				\$	%
ET20-0134	Healdsburg, Lodi, Los Alamos, Napa, San Miguel	8/1/2019- 1/27-2022	\$175,030	\$175,030	(100%)
ET22-0205	Healdsburg, Lodi, Los Alamos, Napa, San Miguel	1/31/2022- 1/30/2024	\$313,260	\$0*	(0%)

*ET22-0205 recently submitted the closeout invoice for this contract and is waiting for the invoice to be processed as of March 4, 2024. Based off of the hours submitted, the expected earned amount is \$230,716 (74%).

DEVELOPMENT SERVICES

Propel Consulting Group in El Dorado Hills assisted with development of this proposal for a flat fee of \$15,000.

ADMINISTRATIVE SERVICES

Propel Consulting Group will also perform administrative services in connection with this proposal 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

- Communication Skills
- Company Learning & Development
- Conflict Resolution
- Customer Service
- Employee Management
- Financial Analysis & Reporting
- Leadership
- Networking
- Problem Solving & Decision Making
- Product Knowledge
- Product Management
- Project Planning
- Recordkeeping & Retention
- Sales Skills

Commercial Skills

- ATV Operation
- Chemical & Fertilizer Application
- Driver Training
- Equipment Operation
- Fertilizer Injection
- Forklift Operation
- Harvester Operation
- Integrated Pest Management
- Irrigation Management
- Lockout/Tagout
- Nitrogen Management
- Processing Techniques
- Pesticide Handling & Applications
- Respirator Use
- Soil Probes
- Tool Operation
- Tractor Operation
- Vineyard Regulatory Updates
- Weather Stations

Computer Skills

- AgCode
- AgOtter
- AlertMedia
- ArcGIS
- Bamboo HR Software
- Ceres Imaging
- CMSS/Fiix (Cloud-based Computerized Maintenance Management System)
- Concur
- Famous Software
- Farm Data System
- FieldClimate/METOS soil probes
- FIIX
- GrapeTech (corporate application)
- Intelliculture
- Intermediate/Advanced MS Office
- iPhone/iPad Devices
- Trimble GPS receivers
- Tule Technologies
- Weather Station Software
- WiseConn

Hazardous Materials Skills

- Cleaning/Disposal
- Fueling Equipment
- Handling
- Spill Prevention
- Transporting

Exhibit C



State of California—Labor and Workforce Development Agency
Employment Training Panel



Sent via Certified Mail

August 19, 2024

Roni Natera
Vino Farms, Inc.
1377 E Lodi Avenue
Lodi, CA 95240
materna@vinofarms.net

RE: Executive Director Determination - First-Level Appeal

Dear Roni Natera:

I am writing in response to an unsigned First-Level Appeal dated June 10, 2024 (received June 20, 2024) regarding VINO FARMS, INC. ("Appellant"). The First-Level Appeal requests reversal of the Panel's decision to deny Appellant's training application under ETP's Agricultural Initiative, which took place at the April Panel Meeting, as memorialized in the Statement of Decision dated May 14, 2024.

The First-Level Appeal alleges: (1) the Statement of Decision does not identify the Panel's "actual fact finding or factual basis" to deny Appellant's training application; (2) a perceived "disconnect" between lines of questioning by panel members and legal grounds supporting denial of Appellant's training application; and (3) Appellant's training application under ETP's Agricultural Initiative should be approved because the Panel has approved previous training applications submitted by Appellant under other ETP programs.

Pursuant to ETP's Appeal regulation, Section 4450 of Title 22 of the California Code of Regulations, the general question presented here is whether the Appellant provided sufficient information and/or documentation to support issues or facts in dispute requiring reversal of the denial of Appellant's training application under ETP's Agricultural Initiative. Accordingly, based on the foregoing standard of review, after carefully reviewing the entire record in this matter, including without limitation all exhibits and pertinent guidelines, the First-Level Appeal must be denied.

The purpose of the Statement of Decision was to communicate and confirm in writing the denial that took place at the April Panel Meeting. Contrary to arguments made in the First-Level Appeal, a Statement of Decision is not intended, and has never been intended, as a means to reevaluate a denied application, or to provide a full and exhaustive factual analysis. Rather, the factual analysis and decision-making to deny Appellant's training application took place at the April Panel Meeting, which Appellant was present and actively participated in that public deliberation.

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www.etp.ca.gov
ETP (11/13/2023)

Although the First-Level Appeal alleges a perceived "disconnect" between lines of questioning and legal grounds to support denial of Appellant's training application under ETP's Agricultural Initiative, the Statement of Decision actually provides the "connection" sought after by Appellant; connecting pertinent lines of questioning to ETP's enabling legislation and guidelines. Moreover, the First-Level Appeal questions concerns regarding important issues about Section 10200, working conditions, trainee safety, success of training, and consistency with the goals and purpose of ETP's Agricultural Initiative. However, after reviewing the entirety of the record at issue, and what took place at the April Panel Meeting, the First-Level Appeal does not set forth sufficient issues and facts in dispute requiring reversal of the Panel's decision to deny.

Lastly, the First-Level Appeal seeks reversal of the denial of Appellant's training application under ETP's Agricultural Initiative because the Panel approved previous training applications submitted by Appellant under other ETP programs, but the foregoing argument does not appear to comply with Section 4450 of Title 22 of the California Code of Regulations, stating an appeal "will not be accepted by the Executive Director unless it includes a statement setting forth the issues and facts in dispute". (Cal. Code Regs., tit. 22, § 4450, subd. (b)(1).) Consequently, since this particular argument does not claim that ETP proceeded in this matter based on incorrect facts or misapplication of law, this argument fails to comply with the requirements of Section 4450.

Based on the above, there being no authority to grant a reversal of the Panel's decision to deny Appellant's training application under ETP's Agricultural Initiative, the First-Level Appeal therefore must be DENIED.

Regards,



Jessica Grimes (Aug 19, 2024 13:47 PDT)

Jessica Grimes
Executive Director

cc: Keith Brama, Propel Consulting Group

Exhibit D



VINO FARMS, LLC

August 29, 2024

Sent via Certified Mail

Jessica Grimes
Employment Training Panel
State of CA
1100 J Street, 4th Floor
Sacramento, CA 95814

Dear Jessica Grimes,

RE: VINO FARMS –**Second Level Appeal** of the April 26, 2024, Employment Training Panel Statement of Decision and the August 19, 2024 Denial of Appeal

Vino Farms hereby submits its second level appeal of the underlying April 26, 2024 Employment Training Panel decision (hereinafter “ETP Decision”) (**Exhibit A**) and the Executive Director’s August 19, 2024 denial¹ (hereinafter “Appeal Denial”; **Exhibit B**) of VINO FARMS’ June 20, 2024 first level appeal (**Exhibit C**).

I. INTRODUCTION

VINO FARMS’ June 20, 2024, first level appeal set out in explicit detail the factual and legal issues in dispute, identifying how each of the four identified grounds in the April 26, 2024 ETP Decision were in dispute and how the Panel’s decision was unsupported and erroneous based on the record and facts.

The August 19, 2024, summary Appeal Denial of VINO FARM’S first level appeal surprisingly does not engage any the facts VINO FARMS’ presented or the errors identified by VINO FARMS. The Appeal Denial instead provides what appear to be the following two core conclusions for the denial of the appeal: (1) the Appeal Denial maintains that the underlying ETP Decision need not provide a “full and exhaustive factual analysis” for the denial, and (2) in a summary and conclusory fashion, the Appeal Denial letter asserts that VINO FARMS appeal “does not set forth sufficient issues and facts in dispute requiring reversal of the Panel’s decision to deny,” and that VINO FARMS did not claim that the ETP “proceeded in this matter based on incorrect facts or misapplication of the law.” The terse Appeal Denial is stunning in this regard, as VINO FARMS exhaustively and in great detail identified numerous repeated factual and legal errors that are in dispute – upon which the Appeal Denial is entirely silent. Specifically, neither of these two grounds addresses or engages the factual and legal errors raised by VINO FARMS, and the summary denial of VINO FARMS appeal requires reversal, as the numerous unrefuted legal and factual errors identified in VINO FARMS’ appeal continue to require reversal of The ETP Decision.

¹ Which VINO FARMS received via certified mail on August 22, 2024.

The Appeal Denial's first thesis that the ETP decision does not need to set out a "full and exhaustive factual analysis" is non-responsive to Vino Farms' appeal, as it fails to engage Vino Farm's unrebutted, detailed argument that even the sparse conclusions (i.e., the four conclusory grounds) set out in the ETP Decision **are disputed, incorrect, and unsupported by the record**. To the contrary, the Appeal Denial's terse pronouncement that the ETP decision can be factually sparse and barren only underscores Vino Farms' argument that the ETP's conclusory stated grounds fail to identify a single fact – **because there simply are no such supporting facts for the ETP panel to identify**. To the contrary, the ETP Panel's decision proceeded on incorrect conclusions, its stated "grounds" do not have any record support, and are in fact erroneous, as set out in greater detail in Section II below.

The Appeal Denial's second thesis - stated in summary fashion - that Vino Farms failed to claim that the ETP "proceeded in this matter based on incorrect facts or misapplication of law" is simply wrong and fails to engage in any fashion the substance of Vino Farm's detailed first level appeal. Vino Farms first level appeal **clearly identified (in bold, and sequentially), the issues and facts in dispute** – which were addressed to each of the four stated summary "grounds" for the ETP Decision. Vino Farms first level appeal then identified the reasons and factual basis as to why each of these headlined and expressly identified disputed facts/grounds are in dispute (and were erroneous and unsupported by any fact finding, in addition to numerous legal errors). The fact that the Appeal Denial does not even attempt to mention, address, or engage those arguments (set out again below) – but rather provides a conclusory and incorrect statement that disputed facts/issues were not identified, confirms an inability to support the ETP Panel's erroneous and unsupported fact finding. The factual errors and disputes of fact identified in Vino Farm's first level appeal are instead left unrefuted in the Appeal Denial and continue to require reversal.

Moreover, the fact that Vino Farms' ETP application (similar in all material respects to prior applications that were found to be supported and compliant on the *relevant statutory factors*) was denied further highlights the inexplicable (and unsupported) denial here. The Appeal Denial letter simply brushes this history of consistent approvals and grants aside, but again leaves unrefuted that Vino Farms (where the *proper* criteria have been considered) has an established record of meeting the relevant criteria for a grant. This was Vino Farm's fourth ETP application, and all three prior ETP applications (which were scrutinized under the *relevant criteria*) were approved. Specifically, the previous three contracts were funded under three different ETP programs: 1) Core funds, 2) COVID Pilot funds, 3) Expansion funds. Vino Farms prior three applications previously approved have been scrutinized many times in the past **under the proper criteria and deemed qualified and to satisfy all statutory requirements**.

In sum, the Appeal Denial fails to address the numerous factual and legal errors identified by Vino Farms (enumerated below), and (incorrectly) states that Vino Farms failed to present such errors. These factual and legal errors continue to require reversal, as discussed below.

II. The Appeal Denial Fails to Address the Disputed Facts and Legal Errors Identified in Vino Farms First Level Appeal

Rather than address the substance of Vino Farms' first level appeal, the Appeal Denial incorrectly asserts (without explanation) that Vino Farms appeal "does not claim that ETP proceeded in this matter based on incorrect facts or law." But that is *exactly* what Vino Farm's first level appeal did, with specific identification of how each of the four grounds in the original ETP Decision were factually erroneous, unsupported, and addressed purported "concerns" that were not even part of the panel's questioning or fact finding. These errors are simply left unaddressed and unrefuted in the Appeal Denial and continue to require reversal of the ETP Decision as well as the Appeal Denial.

1. **Vino Farms Disputes "Ground" #1 - 10200(a)(1):** As the first "ground," the May 14, 2024 ETP Decision simply states in conclusory fashion that the panel "was not satisfied that Applicant's training proposal met the statutory requirements of Unemployment Insurance Code section 10200(a)(1) to foster creation of high-wage, high-skilled jobs, or foster the retention of high-wage, high-skilled jobs." In turn, Vino Farms' first level appeal specifically identified that it disputed the ETP Decision summary conclusion (**Ground 1**) that the panel was not satisfied that the proposal would "foster creation of high-wage, high-skilled jobs, or foster the retention of high-wage, high-skilled jobs," specifically identifying the facts in dispute, the absence of any record evidence to support the ETP's "ground", and the facts refuting this ground.

- Vino Farms first level appeal included a transcript of the proceeding, and identified how there were no questions, discussions or inquiries at the panel meeting to address *any* of the actual specifics of the training proposal that Vino Farms presented and its impact on fostering and retaining high-wage, high skilled jobs, particularly in the agricultural sector. The Appeal Denial letter *does not address* these facts and argument, and does not point to any line of questioning or record evidence to support a conclusion that the proposal would not foster high wage high skilled jobs. That is because it is unrefuted that the Panel was not proceeding in this matter based on actual fact finding, and there is no such line of questioning, record evidence, or facts to support the ETP Decision.
- In support of this disputed fact and to identify the erroneous and factually unsupported manner in which the ETP Panel proceeded in rendering its decision, Vino Farms first level appeal further identified in detail how its training proposal would foster creation and retention of **high-skilled** jobs within the agricultural sector. This included the facts that Vino Farms' training has included training on using current technology, including iPhone 14s and iPads for all field operation employees. All field operation employees have a company provided cell phone to use during their workday, including to scan QR codes in order to complete pre-inspection checklist forms for equipment that is being used throughout their day. The phones also contain shared files that employees may need to access throughout their workday. Supervisors use tablets for timekeeping purposes and to monitor weather stations, irrigation tasks and levels, among other tasks. Vino Farms continues to implement new technologies that all require use of smartphones and/or tablets as the industry continues to move toward higher efficiency for day-to-day tasks. Vino Farms also works with many agriculture associations to train its employees as train the trainers, safety certification, and leadership programs, as further examples. Once again, the Appeal Denial letter *does not address any of these facts and argument* or identify in any fashion how the ETPs decision had any factual support.

- In support of this disputed fact and to identify the erroneous and factually unsupported manner in which the ETP Panel proceeded in rendering its decision, Vino Farms first level appeal further identified how its training proposal would foster creation and retention of **high-wage** jobs within the agricultural sector.

Specifically, Vino Farms identified its practice of paying higher than normal wages to its employees along with a very rich health benefit package. The first level appeal identified that coverage is available for employee only, employee + spouse, employee + children or employee + family, including:

- Health plan - employee contribution for any level of coverage is \$1/month. This plan has NO deductible, and an out-of-pocket maximum of \$2,000.00 (this means no member will pay more than \$2000.00 in a plan year and is capped at \$6,000.00 for a family). This plan is an open network plan and also includes prescription coverage. The plan year that started on November 1st also saw a DECREASE in the already low co-payment rates.
- Dental and vision insurance paid for by the company
- The entire health plan benefit adds to the total compensation for each employee anywhere from \$4 to \$11 per hour depending on the level of coverage elected.
- Life insurance, long-term disability, accidental death and dismemberment policies all paid by Vino Farms.
- Vacation pay
- Holiday pay
- Sick pay
- 401(k) with a company match of 25% of each percent you contribute up to 6%. In order to receive the company match, you must be employed on December 31 of each year and have worked 1000 hours in that calendar year. Eligibility is minimum of age 21, one year/1000 hours and entry dates of January 1 or July 1.

Once again, the Appeal Denial letter ***does not address any of these facts and argument or identify in any fashion how the ETPs decision had any factual support***, how the positions were not high wage, or any actual facts or evidence to support the ETP Decisions' conclusory, summary, and factually erroneous and unsupported conclusion that the proposal would not foster the creation and retention of high wage jobs. This leaves these factual and legal errors unrefuted and requires reversal.

Moreover, Vino Farms' training proposal submitted to the panel listed many new technologies that were being implemented and would require training to improve employee skills to use with these new technologies. Vino Farms has also embarked on various new software programs that will help prepare the agricultural workforce for the automation equipment that is starting to hit

the market as well as learning technology that will become crucial as Vino Farms continues to expand its sustainability practices including reduction of its carbon footprint. Vino Farms also encourages employees interested in advancing their career to attend leadership training to help them advance into higher level positions. Leadership training and conference fees are paid for by Vino Farms. Field operation employees interested in going into a mechanical position are encouraged to do so with on-the-job training and encouragement to attend classes at local community colleges.

2. **Vino Farms Disputes “Ground” #2 - 10200(a)(3):** As laid out in Vino Farms’ first level appeal, the May 14, 2024 ETP Decision simply states in conclusory fashion that the panel “was not satisfied that Applicant’s training proposal met the statutory requirements of Unemployment Insurance Code section 10200(a)(3) to result in **safe and secure jobs** for those trainees that successfully complete training.” Vino Farms identified multiple errors in these conclusory “grounds” in its first level appeal, which are left unaddressed and unrefuted in the Appeal Denial.

- As identified first level appeal, this “ground” **misstates the legal standard**. Specifically, even in stating this conclusion, the decision misstates the statutory provision, which is addressed to providing “secure jobs for those who successfully complete training.” Unempl. Ins. Code Section 10200(a)(3).
- Second, Vino Farms identified that the decision once again identifies no actual facts, reasoning, or explanation as to the actual basis for that determination, and no questions or concerns were posted by the panel as to this issue. Vino Farms has met this requirement in all of its previous projects, which is precisely why its applications have been repeatedly approved in prior years when the panel was focused on the relevant facts and data and proper statutory criteria. Vino Farms’ trainees have been and are retained for 90+ days after training, including over a 74% retention rate.

None of these factual and legal errors are addressed in any fashion by the Appeal Denial, which instead asserts incorrectly and in summary fashion that Vino Farms appeal did not even identify or argue that the panel “proceeded in this matter based on incorrect facts or misapplication of law.” This statement is simply incorrect, and leaves the asserted errors presented in Vino Farms’ first level appeal entirely unrefuted and requires reversal.

3. **Vino Farms Disputes “Ground” #3 – 10200(a) & 10200(b):** As laid out in Vino Farms first level appeal, the May 14, 2024 ETP Decision simply states in conclusory fashion that the panel was not satisfied that the proposal met the statutory requirements of 10200(a) nor the priority requirements of 10200(b) “by not satisfying *questions and concerns* related to: trainee safety; working conditions; wages; management turnover; and past performance.”

- As identified in Vino Farms’ first level appeal, this “ground” is on its face unsupported, disputed, and erroneous. The statement of decision does not identify what *facts* (or even what “questions or concerns”) support this conclusory finding. The failure to actually identify the “questions and concerns” is because as a factual matter – there were none posed by the panel, and it is factual error to assert otherwise. The evidence (i.e., the submitted transcript) establish that the panel questions at the hearing **did not address the actual substance of Vino Farms’ proposal**, but rather legally irrelevant and improper

collateral matters. VINO Farms first level appeal provided the transcript taken from video recording of the panel session, confirming that the panel's questions and the answers provided did not identify any deficiency as to any of these issues, but rather focused on the *following matters* (which in no way provide any legal or factual basis for a denial of the application). The Appeal Denial letter once again simply ignores, and fails to address *any* of the following errors, by which VINO Farms specifically identified how the Panel was proceeding based on unsupported, incorrect facts that do not support its conclusory stated "ground."

- **Improper Political Considerations as to Irrelevant, Non-Employee Labor Organizing:** Although it has no bearing on the application or the statutory considerations (i.e., it is legal error), the panel raised questions regarding an irrelevant instance of outside labor picketing, and cited this as a concern, with a panel member stating: "In addition, in April 2023 about 100 farm workers protested." Aside from the fact that citing an unspecified "protest" is not a proper consideration or an actual violation or statutory deficiency, the organizing activity *did not even involve VINO Farms employees*, as set out conclusively in the record:

(Roni Natera, VINO Farms) "So that protest as far as we know, to be clear not one of VINO Farms employees last year was involved in the protest. As far as we know and can recognize not one of VINO Farms employees was involved. That was a totally different group."

(ETP Panel) "So I am sorry, farmworkers from another farm came over to VINO Farms and protested *even though they don't work there?* "

(Roni Natera, VINO Farms) "Farmworkers from another organization came here to protest at VINO Farms. *They were not VINO Farms employees.*"

VINO Farms further identified that not only does this fail to identify any legally or statutorily relevant fact, such a political consideration is improper and as a legal matter does not go to any enumerated statutory basis for evaluation of this family-owned business's application.

Moreover, for further consideration regarding working conditions, VINO Farms' employees use the open-door policy to easily reach out to a supervisor, the HR or safety staff, or an owner to discuss any concerns and their resolution, if needed. VINO Farms provision of positive working conditions is supported by the length of a retention and tenure. Not including management level employees, about 35% of employees have worked 10+ years, 17% have worked 5-9 years, 36% have worked 1-5 years, and 11% have worked less than one year.

Once again, VINO Farms' facts, evidence, and identified legal errors in the ETP decision making are simply ignored in the Appeal Denial and left unrefuted.

- **VINO Farms' *lawful, permissible, state approved, and low-level use of agricultural herbicide.*** The panel asked questions regarding the low-level use of a state and *federally*

approved agricultural product (glyphosate). Based on CDPR data, glyphosate is *an approved herbicide* throughout the state of California. Moreover, Vino Farms applied *less than a 1 percent* of the glyphosate used in Sonoma County in 2021. The panel questions were not addressed to any of those factual considerations, but rather the panel members explicitly stated they were not at all concerned with whether the use was approved and legal:

(Roni Natura) “[I] just want to make sure we all understand that it is legal to use in California and in the United States.

(ETP Panel) Just because *its legal* doesn’t make it right.

As set out in Vino Farms’ first level appeal, this non-factual, erroneous, results-driven bias runs contrary to the *state’s own workplace safety determinations regarding Vino Farms’ permissible use of herbicide*. Indeed, Vino Farms’ safe and permissible use of this product has repeatedly been reviewed *and passed* repeatedly by state OSHA inspections and state and local inspections, including over twenty inspections in the past 4 years.

None of this argument is addressed in the Appeal Denial. Once again, Vino Farms’ disputed facts, evidence, the transcript record, and the identified factual and legal errors in the ETP decision making are simply ignored in the Appeal Denial and left unrefuted.

- **Questions regarding a PAGA/class lawsuit (which specifically did not determine any violations and legally cannot be used as a “fact” of a violation or deficiency).** The panel raised the concern that a *lawsuit* had been filed with wage/hour allegations. (ETP Panel: “It was shared with me in 2021, there was a class action lawsuit.”) But as a matter of law, the filing of a lawsuit in no way establishes any underlying violation. To the contrary to rely upon the filing of a lawsuit that did not result in any merits determination is fundamentally inconsistent with the civil justice system, which does not presume violations or guilt or presume lawsuit allegations to be “findings.” *No such determination of any violation was ever made in the referenced lawsuit. To the contrary, the California Labor Workforce Development Agency declined to investigate the PAGA complaint. Likewise, the court never issued any finding of any violation whatsoever.*

Vino Farms takes great pride in its relationship with its employees, many who have worked with Vino Farms for decades. The lawsuit was filed by a *single* disgruntled former employee who was fired for cause, the claims were groundless and contained boilerplate allegations that the Plaintiff’s firm commonly asserts in its standard stock/form complaint it has filed against numerous employers across the state. (The plaintiff’s firm who filed suit filed *302 PAGA claims against other employers in 2021 alone*). The filing of a PAGA suit is in no way a finding of a violation, but rather reflects the proliferation of such actions: in 2021, there was a total of 6,502 PAGA claims filed in court. Moreover, Vino Farms’ wage hour practices not only meet but exceed requirements, with numerous mechanisms to ensure compliance, and the panel’s

questions and statement of decision do not identify any *facts* as to any noncompliant practice.

Likewise, a PAGA *settlement* (which thousands of family operations such as Vino Farms facing the astronomical cost of defending such litigation are forced as a business matter to undertake) cannot and does not as a legal matter establish any violation at all, but rather the opposite: *the settlement specifically identified Vino Farms' defenses to the allegations and specifically reflected that there was no admission of wrongdoing.* As a fundamental legal principle, *a settlement cannot be used in any subsequent proceeding as evidence or a determination of any violation.* *Gorman v. Tassajara Development Corp.*, 178 Cal. App. 4th 44, 80 (2009) (“The fact of contractor's settlement cannot be used as an admission” and as a legal matter, is inadmissible and cannot be used to show a violation or liability).² In sum, the filing and settling of a PAGA/putative class suit (which the California LWDA did not even elect to prosecute and which is a widespread occurrence)³ is in no way a “factual” or “legal” basis for finding a “concern” as to a statutory deficiency, as there was no such determination or ruling ever issued. Indeed, from a review of public PAGA filings and records of ETP application approvals, the ETP panel has approved hundreds of employers who have also been the subject of PAGA claims and who settled.

Once again, the legal and factual errors in relying on a PAGA settlement are simply ignored in the Appeal Denial and left unrefuted.

Indeed, in the time since Vino Farms filed its first level appeal, the state enacted on an emergency basis PAGA reform, retroactively effective as of June 19, 2024, recognizing the abuses under the prior system, including that under the prior PAGA statutory regime, employees could assert PAGA claims *even where they themselves had never at any point*

2 California Evidence Code Section 1152, subdivision (a), provides, “Evidence that a person has, in compromise ... furnished or offered or promised to furnish money or any other thing ... to another who has sustained ... loss or damage, as well as any conduct or statements made in negotiation thereof, is *inadmissible to prove his or her liability for the loss or damage or any part of it.*” Evidence Code Section 1154 likewise provides, “Evidence that a person has ... offered ... to accept a sum of money or any other thing ... in satisfaction of a claim, as well as any conduct or statements made in negotiation thereof, *is inadmissible to prove the invalidity of the claim or any part of it.*” Both provisions are based on the public policy in favor of the settlement of disputes without litigation. *Caira v. Offner* (2005) 126 Cal.App.4th 12, 32; *Hasler v. Howard* (2004) 120 Cal.App.4th 1023, 1026; *see generally* Cal. Law Revision Com. com., 29B West's Ann. Evid. Code (1995 ed.) foll. § 1154, p. 532 [“Section 1154 stems from the same policy of encouraging settlement and compromise that is reflected in Section 1152”].)

³ Even the LWDA recognizes PAGA abuse. In its budget proposal for PAGA, the LWDA stated “the substantial majority of proposed private court settlements in PAGA cases reviewed by the [PAGA] Unit fell short of protecting the interests of the state workers.” The analysis continues, “Seventy-five percent of the 1,546 settlement agreements reviewed by the PAGA Unit in fiscal years 2016/17 and 2017/18 received a grade of fail or marginal pass, reflecting the failure of many private plaintiffs’ attorneys to fully protect the interests of the aggrieved employees and the state.” (emphasis added).

in their employment suffered the labor code violation asserted in their complaint. The PAGA reform bill corrected this abuse, by now requiring employees to have actually suffered the labor code violation asserted in order to have standing to prosecute such claims. In short, the fact of a PAGA settlement legally and factually is simply in no way shape or form evidence to support the ETP Decision.

4. **Vino Farms Disputes “Ground” #4 – Agriculture Initiative:** Finally, the ETP Decision states that the “Panel was not satisfied that Applicant’s training proposal met the goals of ETP’s Agricultural Initiative to fund and support agricultural training proposals that upskill workers to transition into better jobs and career opportunities.” As noted in Vino Farms’ first level appeal, the ETP Decision once again identifies no actual facts, reasoning, or explanation as to the actual basis for that determination, and no questions or concerns were posed by the panel as to this issue, and Vino Farms submitted the transcript in support. The Appeal Denial once again does not identify any record evidence or fact finding on this matter, because there was none.

Vino Farm’s first level appeal further identified how its ETP funding application meets and exceeds this requirement, and the error of the ETP Decision’s summary and unsupported “ground.”

- As discussed above, Vino Farms outlined its training proposal to foster the upskilling of workers within the agricultural sector. Vino Farms’ training has included training on using current technology, including iPhone 14s and iPads for all field operation employees to incorporate technology into the workday.⁴
- Supervisors also use tablets for timekeeping purposes and to monitor weather stations, irrigation tasks and levels, among other tasks.
- Vino Farms continues to implement new technologies and training that all require use of smartphones and/or tablets as the industry continues to move toward higher efficiency for day-to-day tasks.
- Vino Farms also works with many agriculture associations to train its employees as train the trainers, safety certification, and leadership programs, just to name a few.

In sum, Vino Farms’ application for ETP funding meets the statutory requirements. The conclusory statement of decision to deny Vino Farms’ application is devoid of any identified factual basis for the determination – ***because there was no such factual support and the record evidence before the panel refuted each of the stated “grounds.”*** Indeed, the majority of the “grounds” identified were not even a part of the questioning by the panel. Based on the panel

⁴ As noted, all field operation employees have a company provided cell phone to use during their workday, including to scan QR codes in order to complete pre-inspection checklist forms for equipment that is being used throughout their day. The phones also contain shared files that employees may need to access throughout their workday.

questioning, the determination rests on factually unsupported and irrelevant considerations (such as the use of *approved* agricultural products, and an instance of labor organizing of *non-employees*, and a settlement of a PAGA suit that is *legally inadmissible to establish any violation*). Vino Farms accordingly requests that the determination be reversed, and the application approved.

Transcribed Questions asked by the ETP panel and answered by Veronica Natera – HR director of VINO Farms (video recording available at <https://etp.ca.gov/panel-meetings/panel-packets-and-agendas/>)

(ETP Panel) I do get a little uncomfortable. It was shared with me in 2021, there was a class action lawsuit. It was against failing to pay workers for their hours worked, including overtime, failing to allow meal and rest, and requiring workers to buy tools without compensating them. This class Action lawsuit occurred during one of previous EP contracts, this is very bad optics issue. In June 2023, VINO Farms agreed to settle this lawsuit \$1.4 million. In addition, in April 2023 about 100 farm workers protested. VINO Farms uses synthetic spray such as Roundup and prohibits water during the hottest and busiest times of harvest, they also use temporary agricultural workers to illegally replace long time field employees and retaliated against workers who point out these issues. In 2022, VINO Farms was penalized by the Department of Labor for giving preferential treatment to temporary agricultural workers as cited by the Press Democrat. article Title was to pay \$1.4 million to settle lawsuit over workers' pay. This creates a very uncomfortable issue for me. We are some of the biggest advocates of worker rights and treating the worker with fairness and respect and including a very healthy workplace environment for them. **The evidence that I have seen, does not make me comfortable with approving today's request.** I would like to hear from you as to how this has been rectified and your perspective.

(Roni) Absolutely, I appreciate your candidness and I will speak to all of those points. I will ask that you also completely hear everything I have to say. As you mentioned you were sighting one source for all that information. VINO Farms is very confident in their practices or policies, and we also took the time to review timecards when they were requested during this PAGA lawsuit. I am not sure how much or how many of you are aware what PAGA is? But it is a method that employees can file a wage an hour lawsuit against a company and on behalf of other similar situated employees. This took place as you mentioned in 2021 and we engaged with their Council, we as mentioned we're very confident with our pay practices and we do not feel that we violated any wage and hour issue. I believe the article also alluded to that, and the plaintiffs' attorney commented on that as well. There was no finding that we had done anything wrong in the allegations in the lawsuit. It was clearly just a settlement agreement. VINO Farms chose to at that time to FORGO any future litigation. The time and the cost and disruption to the business, so we agreed to settle at that time. It is very important to us to take care of our employees as well. I am a human resources Director and by position that is my responsibility. Making sure that they're aware of their rights and knowing what to do in the event that those rights are violated. We also have been in business for a little over 40 years, now I think a company who's been in business for over 40 years cannot do so if they're not treating their employees properly or paying them as needed. We have several employees that have been with VINO Farms, upwards of 20, 25,30 years. We have some up to 35 years and retiring from VINO Farms as well. After having such a long 10 years, I think that speaks to our Treatment of employees as well. Do you have further questions, or can I elaborate on anything?

(ETP Panel) If you could elaborate. If you're saying that the issues were fixed and you're also saying that there wasn't anything done wrong. But there was a settlement of \$1.4 million. I'm curious as to it seems to be and continues to be labor, unrest with the reference to the April 2023 protest by 100 farmworkers. Which is very recent, we are in 2024, that was last year.

(Roni) So that protest as far as we know, to be clear not one of VINO Farms employees last year was involved in the protest. As far as we know and can recognize not one of VINO Farms employees was involved. that was a totally different group.

(ETP Panel) So I am sorry, farmworkers from another farm came over to VINO Farms and protested even though they don't work there?

(Roni) Farmworkers from another organization came here to protest at VINO Farms. They were not VINO Farms employees.

(ETP Panel) To protest about the conditions at VINO Farms?

(Roni) Correct

(ETP Panel) and the roundup?

(Roni) Correct

(ETP Panel) And the provision of water breaks?

(Roni) Correct, I just want to make sure we all understand that it is legal to use in California and in the United States.

(ETP Panel) Just because its legal doesn't make it right.

(Roni) I'm not saying it's right, or wrong, I'm saying that we are well within our right and ability to apply that. I am not saying that we excessively apply it. I think if you look at the article, you will see that there were a lot of allegations made. I don't believe that the data was accurate.

(ETP Panel) In my perspective and I represent workers, and I listen to the workers.

(ETP Panel #2) To me there is something clearly going on here. This seems to be about a leadership issue. I'm wondering if there's been any changes to leadership to correct this potential problem in the future.

(Roni) As far as leadership, I can wholeheartedly explain that we have a great management team. I would say we've had some people who have retired, and we have brought in a new great leadership team as far as management and vineyard managers for us. I feel confident in our training processes so that they are treating employees properly, their doing what's expected of them. They are following the guidelines with regards to any wage an hour rules any pesticide application. Anything like that, I do know we are now keeping track of all the inspections that take place at VINO Farms in any one of our locations. And over the last year, I believe 32, going back to about 2020 we have passed every pesticide inspection, that has been done. We have had Cal OSHA come out as well. Based on complaint, that we are never privy to who made that complaint. With a no violation, finding as well.

(ETP Panel#3) I want to touch on something as well. Was the managers awareness to the wage and hour side. Because I think that's sometimes on the topical issue. It is happening all over. After that all came out, what were the action plans with your leaders or your team members as it came to educating around right wage laws? Were things done there to help prevent from this not happening again or awareness within leaders?

(Roni) We took the time to train all supervisors managers and took the time to have discussions with them to make sure they understood what the wage hour rules were. And training on that subject several times since then. And then we also took the time to go out to employees and explain to them what the proper time keeping practice for them should be as well. With regards to clocking in appropriately and clocking out appropriately, making sure that they're taking their lunch breaks at what time, and we have implemented a policy that they all acknowledge and understand and abide by now.

(ETP Panel#3) Was it more of a one and done? Or is there a continual focus on this?

(Roni) There is a continual focus on this. Yes, absolutely a continual focus on this.

(ETP Panel #4) I have trouble bridging the gap from an earlier statement of Vino Farms, being no fault but also with the choice to settle. So, there's a gap even in this, and this is the first time I'm hearing of this case and some of the statements. So, can you expand on the settling, but no-fault? But also changing the culture.

(Roni) So we did not see any evidence that there were any wage and hour rules that were violated, OK. Just so you know the attorney that we worked with us, they also had an obligation to look over the records that were turned over and there was no evidence if you look at the article. It says, the plaintiff attorney also stated. And I can, I have the article if you want me to read. I can read it to you, A very, very Significant risk factor is what the plaintiffs' attorneys wrote. "There is no evidence that a court commissioner had informed the defendant that it's contact violated the labor code." You have got a PAGA lawsuit. Those can run millions and millions of dollars if you take the time to go through the whole process with attorney's fees, time, interruption to business, and Vino Farms made the best business decision at that time. They wanted to be able to settle that and be able to focus on doing the business, that's what they do best and treating our employees to the best that they can.

(ETP Panel) Any other questions on this?

(ETP Panel) No questions, I Have a motion.

(ETP Panel) I also have a question, for them, on current performance or their current contract, so, I'm looking at some data that is right in front of me, your current contract, its term expired at the end of January. I'm seeing a bill amount currently at 74.08%, so with that, I would not even be comfortable 100% funding, it needs to be rightsized to go ahead, because I said at 74.08 and contracts under 75% performance, are generally right sized to where they achieved in the prior contract. I don't know if you have more invoices to submit, again there are two options, but like we said earlier if you have more invoices to submit, you can submit, come back at a later date and have your performance higher and be able to potentially get this award. Or look at if approved at 74.0% which I believe is 232,060.71.

(Spokesman) Madam Chair, we did right size this project, at 230,000 based on potential earnings.

(ETP Panel) So up to you, you can come back after you got the rest of the invoices, or do you want right size if we go ahead?

(Roni) We agree to right size.

(ETP Panel) Denied....



Training Proposal for:

Advanced Composite Products and Technology, Inc.

Contract Number: ET25-0182

Panel Meeting of: December 13, 2024

ETP Regional Office: San Diego

Analyst: D. Alvarez

Project Profile

Contract Attributes:	Priority Rate Retrainee	Industry Sector(s):	Manufacturing	
		Priority Industry:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Counties Served:	Orange County	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
Number of Employees in:	CA: 70	U.S.: 70	Worldwide: 70	
<u>Turnover Rate:</u>	3%			
<u>Managers/Supervisors:</u> (% of total trainees)	0%			

Funding Detail

In-Kind Contribution
\$106,523

Total ETP Funding
\$98,000

Training Plan Table

Job No.	Job Description	Estimated No. of Trainees	Range of Hours			Average Cost per Trainee	Post-Retention Wage
			Class / Lab	CBT	Weighted Avg:		
1	Priority Rate Retrainee	70	8-200	0-0	50	\$1,400	\$22.55

*Post-Retention Wage is the Contractual Wage.

Published Minimum Hourly Wage by County:	
Job Number 1:	Orange County - 22.55
Health Benefits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No This is employer share of cost for healthcare premiums – medical, dental, vision.	
Used to meet the Post-Retention Wage?: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Health Benefits may be used to meet the Post-Retention Wage as follows:	
Job Number 1:	\$2.50

Wage Range by Occupation					
Occupations	Wage Range	Estimated number of trainees			
		Total	\$15 to \$20	\$20.01 to \$25	Over \$25.01
JOB NUMBER 1 - Priority Rate, Retrainee					
Production	\$20.05 - \$35.00	40	0	4	36
Administration	\$20.06 - \$40.00	10	0	2	8
Engineers	\$20.10 - \$45.00	15	0	2	13
Supervisor/Manager	\$20.10 - \$45.00	5	0	2	3

Introduction

Founded in 1977 and headquartered in Huntington Beach, Advanced Composite Products and Technology, Inc. (ACPT) (<http://www.acpt.com/>) produces composite manufacturing products and services that range from Aviation & Space (Satellite Components, Launch Vehicle Components), Defense (Composite Tank Tracks, Optical Mounting Assemblies), Oil & Gas (Composite Drill Collars), Automotive (Dirt, Rag, Racing, Trucks), Communications and Marine (Power Transmission Solutions). ETP training will be delivered at the Company's headquarters in Huntington Beach. This will be ACPT's third ETP project, and it's third in the last five years.

Veterans Program

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

Project Details

The training program is designed to enhance both internal processes and external market competitiveness. Internally, the focus includes implementing process control measures, lean manufacturing principles, and the 5S methodology. These efforts aim to improve efficiency and quality across production cells by integrating LEAN strategies, upgrading equipment, and

streamlining workflows. Externally, the company is targeting growth in the Aerospace, Defense, and Commercial markets by delivering optimized, high-quality products at competitive prices.

Production staff trainees will receive numerous manufacturing skills training topics over the term of this ETP contract. The training plan prioritizes lean manufacturing initiatives which emphasize the reorganization of manufacturing cells, tooling optimization, and process standardization. These efforts will enable the company to deliver superior-quality products while maintaining cost efficiency. The program will also address material flow, employee training, and strategic placement.

This comprehensive training and process improvements initiative includes both internal and vendor training programs, coupled with significant investments in machinery upgrades. These changes are designed to minimize operator variability and establish robust process controls across production programs. Training efforts will focus on deepening Production Staff skills to maximize efficiency.

Key equipment and production cell upgrades involve modernizing equipment to enhance production speed and ensure product quality. These upgrades include the acquisition of new filament winding machines, ovens, controllers, and other essential tools to streamline production and support seamless transitions between manufacturing stages.

In addition to technical training, the program will focus on developing advanced computer skills, fostering continuous improvement practices, and strengthening team-building and supervisory abilities. These initiatives will empower ACPT's management teams to lead projects with agility and ensure ongoing operational success.

ACPT recognizes the significant demand for production staff to be trained in the latest materials, equipment, and manufacturing processes while maintaining compliance with current regulatory and safety standards. This comprehensive and forward-looking training approach underscores ACPT's commitment to continuous improvement, cultivating a high-performance workforce.

Training Plan

The following training will be conducted via Class/Lab and E-Learning by in-house experts in the following:

Business Skills: Training will be offered to Administrative and Supervisors/Managers on course topics that include Communication, Financial Analysis, Inventory Management System and Customer Service Excellence.

Computer Skills: Training will be offered to Administrative and Supervisors/Managers on course topics that include AutoCad, Customer Management Software, ERP Software, Microsoft Office (Intermediate and Advanced) and QuikBooks.

Continuous Improvement: Training will be offered to Administrative and Supervisors/Managers on course topics that include LEAN Manufacturing, Process Control, Research/Development and Scrap Reduction.

Manufacturing Skills: Training will be offered to Engineering , Production , and Managers/Supervisors on course topics that include Equipment Operation, Maintenance, and Troubleshooting, Inspection Procedures, Operational Planning and Processes, Production Machinery, Reliability Centered Maintenance and Workplace Organization/5S.

Hazardous Materials (HAZMAT): This training is a series of courses, specific to industry sectors involved in the transport of hazardous materials.

Productive Laboratory

Due to the nature of ACPT's business, there are many skills that must be learned with hands-on experience. Productive Lab training will allow for practical, real world experience that cannot be duplicated in a classroom setting. Classroom instruction is an inadequate and ineffective learning method of training for Production Staff because of the complex equipment to be trained on. In addition, the equipment is too large to be brought into a classroom and it is very expensive.

Trainees will be under direct trainer supervision at all times. The trainer will impart knowledge, observe, verify comprehension, and submit appropriate training documentation. ACPT requests a PL trainer-to-trainee ratio of 1:1. Approximately 30 Production Staff trainees will receive between 0-12 PL hours in using new equipment, procedures, testing and inspection requirements.

Impact/Outcome

Advanced Composite Products and Technology, Inc. (ACPT) is leveraging its comprehensive sales training program to unlock new opportunities within its targeted industry markets, driving significant growth in both market share and revenue streams. By equipping its sales team with advanced skills and strategies, ACPT is on track to achieve its ambitious goal of \$20 million in sales revenue by December 2025 through organic growth. The expansion of the sales force enables the company to strengthen its market position while fostering operational scalability to meet increasing customer demands.

The outcomes of these efforts are expected to be transformative. With enhanced training, ACPT's teams are better positioned to identify and capitalize on market opportunities, deliver exceptional value to customers, and address potential challenges proactively. The success of the initial training program has underscored the critical role of continuous employee development in driving sustained business success.

In addition, the recently awarded contract and plans to establish a new manufacturing facility in 2025 represent a pivotal milestone in ACPT's growth journey. This facility will not only expand production capacity but also create 12-16 new job opportunities over the next 24 months, further contributing to the company's operational excellence and economic impact.

ACPT aims to build a resilient foundation for long-term success, ensuring its ability to meet market demands, innovate, and achieve sustained profitability by aligning this workforce development plan with their strategic growth objectives.

Commitment to Training

Advanced Composite Products and Technology, Inc. (ACPT) has consistently elevated its workforce through targeted training programs, ensuring employees are equipped with the skills to excel. Building on the success of training implemented during the previous contract, ACPT is committed to ongoing employee development by introducing additional process training and promoting cross-training initiatives. This approach will enable employees to provide support across all departments, enhancing organizational efficiency and adaptability to meet the demands of current and future customer contracts.

These training initiatives are critical to ACPT’s operations, equipping employees with the expertise required to maintain compliance, uphold industry certifications, and deliver high-quality results.

Prior Projects

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

Contract No.	Term	Approved Amount	Payment Earned	
			\$	%
ET23-0117	08/01/22 - 07/31/24	\$100,740	\$0.00 (0%)	
18CS-0254-000	04/24/18 - 04/23/20	\$99,840	\$95,433.00 (96%)	

ET23-0117 - Based on ETP Systems 3, 853 reimbursable hours have been tracked for potential earnings of \$88,613 (88% of approved amount). The Contractor projects final earnings of 100% based on training delivered to ACPT trainees.

ACPT has invoiced for final payments above 75% of approved total funding, satisfying the repeat contractor rule.

Subcontractors

Subcontractor Type	Subcontractor Name	City, State	Cost / %
Development	Training Funding Source	Seal Beach, CA	\$1,900
Administrative	Training Funding Source	Seal Beach, CA	13% of Earned Amount

Training Subcontractors	City, State	Cost	Description of Service
To Be Determined	-	-	-

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Communication
- Customer Service Excellence
- Financial Analysis
- Inventory management system
- ISO 9001:2015
- Leadership and Team Development
- Logistics
- Organizational and time management
- Planning
- Product data management
- Sales management
- Strategic marketing

Computer Skills

- AutoCad
- Customer Management Software
- Crystal Reports
- ERP Software
- Label Matrix barcode software
- Microsoft Office (Intermediate to Advanced)
- QuikBooks
- Query Report Writer
- UPS/FEDX Supply Chain software

Continuous Improvement Skills

- Scrap Production
- Down-time elimination
- Set-up minimization
- R&D
- Kaizen
- LEAN
- Kan Ban

Hazardous Materials Skills

- Haz-mat handling
- Global Harmonized System
- Industrial Hygiene

Manufacturing Skills

- Best Production Methods
- Equipment operation, maintenance, troubleshooting
- Inspection procedures

- Lean Practices
- Material supply chain
- Operational planning and processes
- Production Machinery
- Reliability centered maintenance RCM
- Supply Chain management
- Warehouse/ Shipping and Receiving
- Workplace organization/5S

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

Trainees may receive any of the following:

Manufacturing Skills

- Shearing techniques
- Lamination techniques
- Finishing skills
- Maintenance and Trouble-Shooting
- Line operation and leadership
- Punch Press / Forming Techniques
- Shipping and Receiving



Training Proposal for:

AIRCO Mechanical, Inc.

Contract Number: ET25-0195

Panel Meeting of: December 13, 2024

ETP Regional Office: Sacramento

Analyst: J. Dongallo

Project Profile

Contract Attributes:	Priority Rate Retrainee SET	Industry Sector(s):	Construction
		Priority Industry:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Alameda, Sacramento	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No United Association of Plumbers and Pipefitters Local Union 447, United Association of Plumbers and Pipefitters Local Union 442, United Association of Plumbers and Pipefitters Local Union 228, Sheet Metal Workers Local Union 104		
Number of Employees in:	CA: 272	U.S.: 272	Worldwide: 272
<u>Turnover Rate:</u>	10%		
<u>Managers/Supervisors:</u> (% of total trainees)	N/A		

Funding Detail

In-Kind Contribution
\$525,381

Total ETP Funding
\$263,760

Training Plan Table

Job No.	Job Description	Estimated No. of Trainees	Range of Hours			Average Cost per Trainee	Post-Retention Wage
			Class / Lab	CBT	Weighted Avg:		
1	Priority Rate SET Retrainee	157	8-200	0-32	60	\$1,680	\$30.75

*Post-Retention Wage is the Contractual Wage.

Published Minimum Hourly Wage by County:	
Job Number 1:	SET/Priority: \$30.75 per hour in Sacramento and Alameda Counties.
Health Benefits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	This is employer share of cost for healthcare premiums – medical, dental, vision.
Used to meet the Post-Retention Wage?: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Health Benefits may be used to meet the Post-Retention Wage as follows:	
Job Number 1:	\$2.35

Wage Range by Occupation					
Occupations	Wage Range	Estimated number of trainees			
		Total	\$15 to \$20	\$20.01 to \$25	Over \$25.01
JOB NUMBER 1 - Priority Rate, SET, Retrainee					
Shop Crew	\$28.40 - \$30.00	3	0	0	3
Administrative Staff	\$28.40 - \$87.13	31	0	0	31
Field Crew	\$28.69 - \$85.68	101	0	0	101
Project Managers	\$48.87 - \$94.49	14	0	0	14
Sales	\$51.44 - \$51.57	4	0	0	4
Superintendents	\$57.69 - \$92.98	3	0	0	3
Safety Staff	\$61.73 - \$61.73	1	0	0	1

Introduction

Founded in 1974 and headquartered in Sacramento, AIRCO Mechanical, Inc. (AIRCO) (www.aircomech.com) designs and installs state-of-the-art mechanical systems in commercial buildings throughout Northern California. AIRCO specializes in heating, ventilation and air

conditioning systems, plumbing systems, process piping, and environmental control systems. Customers include general contractors, hospitals, commercial offices, and utility plants. Training will take place at AIRCO's locations in Sacramento and Alameda Counties.

This will be AIRCO's third ETP Contract and the third in the last five years.

Veterans Program

The Company does not actively recruit for Veterans. However, there are Veterans on staff.

Union Support

Field Crew are represented by the United Association of Plumbers and Pipefitters Local Union 447; United Association of Journeymen and Apprentices of the Plumbing and Pipe Fitting Industry of the United States and Canada (UA Local Union 442); United Association of Journeymen and Apprentices of the Plumbing and Pipe Fitting Industry of the United States and Canada (UA Local Union 228); and International Association of Sheet Metal, Air, Rail and Transportation Workers (Sheet Metal Workers' Local Union No. 104). The unions have submitted letters of support for this training project.

Project Details

Previous training focused on processes including the remaining ERP modules, which included a new Field Management module, that allowed Field Crew to assess available inventory to assist in completing projects. This improved efficiency by providing timely and accurate data for all projects. The Company also delivered training to Estimators, Field Crew and Project Managers on upgraded equipment, as well as new equipment, like the TigerStop Pipe Server which increased production and minimized waste. Although training topics in this proposal are similar to those provided in prior projects, trainees will not repeat the same training courses previously provided.

In this proposal, AIRCO will train on completing its HR Module, as well as, adding the new Equipment Module and Purchasing Modules. The Company's main focus will be to implement three frontline software programs called PlanGrid, Revit, and Stratus. Each software is unique and complex, which will require extensive training to learn. AIRCO will train on the integration and implementation of all three software platforms for staff to be fully efficient within the next couple years.

In addition, the Company will be creating a new marketing department. Training will be delivered mostly to its Administrative Staff and Sales to focus on consumer outreach and the Company's growth. AIRCO will also be expanding its cross training to increase the leadership skillsets for staff to promote into senior positions. Aside from leadership training, training will also focus on day-to-day operations to develop new strategies, increase short-term cost-saving opportunities, and improve performance to ensure operation infrastructures are aligned with quality customer service.

Lastly, the Company will be developing adaptive and interactive platforms to manage costs and measure consumer needs and expectations. Training will ensure all regulatory changes are met while improving quality processes, outcomes and measures. Enhancing employee skills will enable AIRCO to remain competitive within the industry and offer higher workplace promotional opportunities.

Training Plan

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

Business Skills: Training will be offered to all occupations and will focus on Business Fundamentals, Business Writing, Conflict Resolution, Creative Marketing, Develop Employee Accountability, Financial Analysis, Interpersonal Communications, Organizational Structure Development, Strategic Planning, and Time Management.

Computer Skills: Training will be offered to all occupations and will focus on keeping staff up-to-date on all ERP modules. Training includes Autodesk/AutoCAD, Building Information Management (BIM) , Customer Relationship Management (CRM), Crystal Reports, PlanGrid, Revit, Vista by Viewpoint (ERP), and Spreadsheet Server (Financial Management System).

Commercial Skills: Training will be offered to Project Managers, Field Crew, Sales and Superintendents. HVAC training will not mirror Apprenticeship training. Training will focus on A/C Systems, Boom Lift, Ducting Overview & Install, Environment Impact Planning, Electricity Overview, Equipment Operation, Global Harmonized System, High Heat Training, Product Knowledge, Rigging and Signaling, and Scissor Lift.

Continuous Improvement: Training will be offered to all occupations on Communication Skills, Change Management, Kaizen, Production Scheduling, Project Management, Process Capability, Root Cause Analysis, Teamwork Development Skills, and Statistical Process Control.

Hazardous Materials: Training will be offered to Field Crew and Project Managers. Training will allow staff to operate appropriately when handling hazardous materials and conditions. Topics include Asbestos, Blood Borne Pathogen, Hazardous Waste Cleaning, and Lead Awareness.

Certified Safety Training

OSHA 10/30: Training will be delivered to Field Crew and Project Managers. 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 in the Curriculum.

Training will be delivered to the Field Crew. The trainer will demonstrate step-by-step instructions and then observe trainees perform these tasks. Training will be provided on A/C Systems, Boom Lift, Ducting Overview & Install, Electricity Overview, Equipment Operation, Forklift, HVAC Systems, Piping Systems, Scissor Lift, and Mechanical Systems. Training will provide staff with the tools they need to complete their job duties and repairs on products they did not install. Trainees will also be knowledgeable in many skill sets that will assist them at the different job sites. Production will be impacted, because an experienced staff member will be used to train and observe trainees.

The Company's equipment is complex and has numerous components that varies with the different types of buildings. Staff is required to read very technical engineering plans on where to install heating and air conditioning equipment. Field Crew also needs to connect equipment to electrical panels which can be dangerous if executed incorrectly. Due to these equipment complexities, the machinery requires multiple workers to operate. AIRCO is requesting a 1:1 trainer-to-trainee ratio. Additionally, AIRCO is requesting up to 20 hours of PL training.

Computer-Based Training (CBT)

Computer-Based Training (CBT) will be provided to supplement class/lab which is a more convenient means of delivering basic training. Trainees will receive between 0-32 hours of CBT.

Alternate Recordkeeping

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

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 \$41.00 to \$30.75). The Company requests this modification.

Other Resources

The Company applies Work Opportunity Tax Credit (WOTC) for qualified New Hires. WOTC is a federal tax credit available to employers who invest in American job seekers who have consistently faced barriers to employment. Airco receives up to \$3,900 of additional tax credit for qualified individual groups.

Commitment to Training

AIRCO's annual training budget is approximately \$265,000 for safety and employee improvement. The Company is committed to making sure all staff is up-to-date with the new safety plan and able to efficiently operate the new equipment and software. 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

AIRCO has a structured training plan in place. The Chief Financial Officer, Accounting Manager and Safety Manager will oversee the ETP project. In addition, the Operations Manager will coordinate with other trainers/supervisors within the company to make sure the training is completed and certifications are current. Sierra Consulting Services will assist with administrative duties. Training will be delivered 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.	Term	Approved Amount	Payment Earned	
			\$	%
ET22-0103-000	09/01/21 - 08/31/23	\$219,305	\$219,305	(100%)
ET19-0342-000	12/17/18 - 03/16/21	\$180,128	\$180,128	(100%)

Subcontractors

Subcontractor Type	Subcontractor Name	City, State	Cost / %
Development	Sierra Consulting Service	Cameron Park, CA	\$19,000
Administrative	Sierra Consulting Service	Cameron Park, CA	13% of Earned Amount

Training Subcontractors	City, State	Cost	Description of Service
To Be Determined	-	-	-

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Business Communication
- Business Fundamentals
- Business Writing
- Behavior Style Strategies
- Conflict Resolution
- Creative Marketing
- Customer Relationship Management
- Customer Service
- Communication Skills
- Cost Control
- Dealing with Difficult People
- Develop Employee Accountability
- Employee Engagement
- Financial Analysis
- Interpersonal Communications
- Marketing/Sales Techniques & Strategy
- Negotiating
- Networking
- Operational Skills
- Organizational Structure Development
- Planning and Organization
- Retaining Customers
- Relationship Building
- Social Media Marketing Skills
- Strategic Planning
- Time Management

Commercial Skills

- A/C Systems
- Boom Lift
- Building Systems
- Control Panels
- Defensive/Distracted Driver Training
- Ducting Overview & Install
- Environment Impact Planning
- Electricity Overview
- Engineering Theory/Planning/Design
- Equipment Operation
- Forklift
- Global Harmonized System
- High Heat Training

- HVAC Systems
- Infection Control and Aseptic Practices
- Ladders and Scaffolding
- Lock out/Tag Out
- Mechanical Systems
- NFPA 70E Arc Flash
- Piping Systems
- Product Knowledge
- Project Management and Methodology
- Project Requirements Analysis and Specifications
- Rigging and Signaling
- Scissor Lift
- Working at Heights
- Working on Rooftops
- Work Order Processing

Computer Skills

- Autodesk/AutoCAD
- Building Information Management (BIM)
- Customer Relationship Management (CRM)
- Crystal Reports
- Intermediate/Advanced Microsoft Office
- PlanGrid
- Revit
- Spreadsheet Server (Financial Management System)
- Stratus
- Vista by Viewpoint (ERP)

Continuous Improvement Skills

- Cross Training
- Communication Skills
- Creating a Quality Organization
- Change Management
- Decision Making
- How to Coach and Mentor
- Kaizen
- Meeting Management
- Process Improvement
- Production Scheduling
- Production Operations/Workflow
- Project Management
- Problem Solving and Decision Making
- Process Capability
- Quality Measurement Systems
- Root Cause Analysis
- Statistical Process Control
- Team Building
- Teamwork Development Skills

Hazardous Materials Skills

- Asbestos
- Blood Borne Pathogen
- Hazardous Waste Cleaning
- Lead Awareness

Safety Skills - OSHA 10 (Certified-OSHA Instructor)

- OSHA 10

Safety Skills - OSHA 30 (Certified-OSHA Instructor)

- OSHA 30

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

Trainees may receive any of the following:

Commercial Skills

- A/C Systems
- Boom Lift
- Building Systems
- Construction
- Control Panels
- Ducting Overview & Install
- Electricity
- Engineering Theory/Planning/Design
- Environment Impact Planning
- Equipment Operation
- Forklift
- High Heat Training
- HVAC Systems
- Ladders and Scaffolding
- Mechanical Systems
- Piping Systems
- Scissor Lift
- Working at Heights
- Working on Rooftops

Computer-Based Training

Trainees may receive any of the following:

Safety Skills - OSHA 10 (Certified-OSHA Instructor)

- Caught In or Between – 30 Minutes
- Cranes, Derricks, Hoists, Elevators & Conveyors – 30 minutes
- Electrocutation – 1 hour
- Excavations – 30 minutes
- Falls – 1.5 hours
- Health Hazards in Construction – 30 minutes

- Introduction to OSHA – 1 hour
- Personal Protective and Lifesaving Equipment – 30 minutes
- Scaffolds – 30 minutes
- Stairways and Ladders – 30 minutes
- Struck-By – 1 hour
- Tools – Hand and Power – 30 minutes

Safety Skills - OSHA 30 (Certified-OSHA Instructor)

- Asbestos Awareness – 30 minutes
- Asbestos for Supervisors – 2 hours
- Caught-In or Between – 1.5 hours
- Cranes, Derricks, Hoists, Elevators and Conveyors – 30 minutes
- Electrical Safety – 2 hours
- Excavations - 30 minutes
- Fall Prevention – 1.5 hours
- Foundations for Safety Leadership – 2.5 hours
- Hand and Power Tool Safety 1 Hour
- Hazardous Materials – 30 minutes
- Health Hazards in Construction – 2 hours
- Introduction to OSHA – 1 hour
- Lead Awareness – 30 minutes
- Lead Exposure – 30 minutes
- Managing Safety and Health – 2 hours
- Motor Vehicles – 30 minutes
- Rollover Protective Structures, Signs, Signals, and Barricades – 30 minutes
- Safety and Health Programs – 30 minutes
- Scaffolds – 30 minutes
- Silica Exposure – 30 minutes
- Stairways and Ladders – 1 hour
- Steel Erection – 30 minutes
- Struck-by – 1 hour

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Employment Training Panel
1100 J Street
Sacramento, CA 95814

October 17, 2023

Dear Panel Members,

We understand Airco Mechanical, Inc. is requesting ETP funding. The proposed training plan for the specified members has our conditional support. The approximate number of trainees from the following occupations will be participating in this project: 46 Current Employees and potentially up to 25 new hires (over the next 2 years) in Field & Shop Crew which includes Plumbers & Pipefitters Journeyman, Foreman, General Foreman, Senior Foreman, R/LC Journeyman & R/LC Foreman. Please note the support is conditional and based on the following: the above numbers may not include any Tradesmen, Apprentices or any Pre-Apprentices. Additionally, proposed training may not overlap with current curriculum and training of the UA local 447 Plumber, Pipefitter, Welding and HVAC Joint Apprentice Training program. Examples of such overlap are: OSHA 10 and 30, Crane Rigging and Signaling.

Exhibit E

U.A. Local 447 has received a Notice of Intent to train Collective Bargaining agreement represented workers. In accordance with ETP regulation 4404, the Notice of Intent contained the information regarding the proposed training, the impacted employee population, the labor organization opportunity to participate in the agreement's development, and the effective date of the application.

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

Sincerely,

A handwritten signature in black ink, appearing to read "Todd A. Schiavo".

Todd A. Schiavo
Business Manager & Financial Secretary
U.A. Local 447 Plumbers & Pipe Fitters



UNITED ASSOCIATION

of Journeymen and Apprentices of the
Plumbing and Pipe Fitting Industry of
the United States and Canada

Founded 1889

Letters should
be confined to
one subject

UA Local Union: 442

Subject:

4842 Nutcracker Ln.
Modesto, CA 95356

Mark McManus
General President

Patrick H. Kellett
General Secretary-Treasurer

Michael A. Pleasant
Assistant General President

August 31, 2023

Employment Training Panel
1100 J Street
Sacramento, CA 95814

Dear Panel Members,

We understand Airco Mechanical, 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: 5 Current Employees and potentially up to 10 new hires (over the next 2 years) in Field & Shop Crew which includes Plumbers & Steamfitters, Plumbing, Heating & Industrial Journeymen, Foreman, General Foreman & Senior General Foreman. Please see Exhibit E below.

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.

Please contact me if you have any further questions at 209 388-0751.

Sincerely,

Luis Montalbo
UA Local 4422 Business Agent

lm/pt aflcio/opeiu29





UNITED ASSOCIATION

of Journeymen and Apprentices of the
Plumbing and Pipe Fitting Industry of
the United States and Canada

Founded 1889

UA Local Union:

228

Letters should
be confined to
one subject

Subject: AIRCO MECHANICAL

Mark McManus
General President

Patrick H. Kellett
General Secretary-Treasurer

Michael A. Pleasant
Assistant General President

November 8, 2023

Employment Training Panel
1100 J Street
Sacramento, CA 95814

Dear Panel Members,

We understand Airco Mechanical, 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: 5 Current Employees and potentially up to 15 new hires (over the next 2 years) in Field & Shop Crew which includes Plumbers & Steamfitters, Plumbing, Heating & Industrial Journeymen, Foreman, General Foreman & Senior General Foreman.

Exhibit E

The Union with respective Local(s) has received a Notice of Intent to train Collective Bargaining agreement represented workers. In accordance with ETP regulation 4404, the Notice of Intent contained the information regarding the proposed training, the impacted employee population, the 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,

Matt Goody
Business Manager
UA Local Union 228



Rick Werner
PRESIDENT/BUSINESS MANAGER

October 17, 2023

Employment Training Panel
1100 J Street
Sacramento, CA 95814

Re: Airco Mechanical Employment Training Panel Fund Application

Dear Panel Members:

We understand Airco Mechanical, Inc. is requesting an Employment Training Panel (ETP) contract with your office addressing Field Crew best practices. The proposed training plan for the specified members has our conditional support. SMW Local Union No. 104 concurs with the proposed ETP Training with the stipulation that Airco Mechanical, Inc. continues to abide by the terms and conditions governing their current Collective Bargaining Agreement to not displace any currently employed or previously unemployed members of the Union by any effect of the ETP contract.

The approximate number of trainees from the following occupations will be participating in this project: 29 Current Employees and potentially 20 new hires (over the next two years) in Field and Shop Crew which includes Sheet Metal Journeypersons, Forepersons, and General Forepersons. The above numbers may not include Apprentices so that the training will not overlap with current curriculum and training of the Northern California Valley Sheet Metal Workers' Training Center.

In conclusion, SMW Local Union No. 104 supports Airco Mechanical, Inc. in their efforts to increase the capabilities of their employees and our members located at 8210 Demetre Avenue, Sacramento, California.

Should you have any questions, please do not hesitate to contact Local Union No. 104, District 2 Business Representative Robert Kuks at (916) 922-1133, or RobertK@smw104.org.

Sincerely,

A handwritten signature in blue ink, appearing to read "Rick Werner", is written over a light blue horizontal line.

Rick Werner
President/ Business Manager

rw: aj opeiur: 29/afl-cio

c: Sal Rotolo, Assistant Business Manager, SMW Local No. 104, District 2 (via electronic mail)
Robert Kuks, Business Representative, SMW Local Union No. 104, District 2 (via electronic mail)
Joann Hillenbrand, Airco Mechanical (via electronic mail)



**Training Proposal for:
Arrow Drillers, Inc. dba Arrow Construction**

Contract Number: ET25-0185

Panel Meeting of: December 13, 2024

ETP Regional Office: Sacramento

Analyst: K. Mam

Project Profile

Contract Attributes:	HUA Priority Rate Retrainee SET	Industry Sector(s):	Construction	
		Priority Industry:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Counties Served:	Sacramento, San Joaquin, Madera	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: 137	U.S.: 137	Worldwide: 137	
<u>Turnover Rate:</u>	3%			
<u>Managers/Supervisors:</u> (% of total trainees)	N/A			

Funding Detail

In-Kind Contribution
\$220,000

Total ETP Funding
\$161,280

Training Plan Table

Job No.	Job Description	Estimated No. of Trainees	Range of Hours			Average Cost per Trainee	Post-Retention Wage
			Class / Lab	CBT	Weighted Avg:		
1	Priority Rate SET Retrainee	62	8-200	0-34	60	\$1,680	\$30.75
2	Priority Rate HUA SET Retrainee	34	8-200	0-34	60	\$1,680	\$24.00

*Post-Retention Wage is the Contractual Wage.

Published Minimum Hourly Wage by County:	
Job Number 1:	\$30.75 for SET Modified Wage
Job Number 2:	\$22.55 for Madera and San Joaquin County
Health Benefits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No This is employer share of cost for healthcare premiums – medical, dental, vision.	
Used to meet the Post-Retention Wage?: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Health Benefits may be used to meet the Post-Retention Wage as follows:	
Job Number 1:	\$2.50
Job Number 2:	\$0.00

Wage Range by Occupation					
Occupations	Wage Range	Estimated number of trainees			
		Total	\$15 to \$20	\$20.01 to \$25	Over \$25.01
JOB NUMBER 1 - Priority Rate, SET, Retrainee					
Field Technician II	\$28.25 - \$40.00	33	0	0	33
Admin Staff II	\$28.25 - \$60.52	23	0	0	23
Project/Field Manager	\$50.00 - \$64.38	6	0	0	6
JOB NUMBER 2 - Priority Rate, HUA, SET, Retrainee					
Field Technician	\$24.00 - \$40.00	27	0	20	7
Admin Staff	\$25.00 - \$46.35	7	0	3	4

Introduction

Founded in 1995 and headquartered in Sacramento, Arrow Drillers, Inc. dba Arrow Construction (Arrow Construction) (www.arrowcon.com) specializes in underground utility systems construction including horizontal directional drilling, underground utilities, potholing services, patch paving, concrete and video inspection, and drainage systems recording. Customers include utility companies, municipalities and contractors. Training will be delivered at the Company’s locations in Sacramento, Manteca, and Madera. This is Arrow Drillers’ third ETP Contract and the third in the last five years.

Veterans Program

Arrow Construction does not actively recruit Veterans. However, the Company does employ Veterans.

Project Details

Previous training focused on new equipment. Under this proposal, Arrow Construction has implemented a training plan focused on upskilling new and existing employees, upgraded software, and new contracts. The Company is in the process of expanding its Madera office by hiring new employees to cover the Bakersfield region. Arrow Construction has also created a training department in order to bridge the gaps in skillsets due to an increase in hiring employees with little to no skills for the job. Training under this proposal will ensure employees are properly trained.

Arrow Construction has implemented a new onboarding platform for PG&E contracts. With the industry moving to underground construction, there are added prerequisites and strict performance guidelines in working around gas lines. Employees must pass the PG&E's Occupational Qualifications (OQs) for each skill prior to working. Training will ensure the Company's employees meet prerequisites and ongoing changes in requirements from PG&E. Arrow Construction has also recently been awarded contracts for three sub-stations by SMUD which will require employees to be trained on new software and equipment including Vacuum Trucks and Ground Penetrating Radar and Trimble software. The Company will also train staff on new internal software including Lytx, Vista Cloud, and Workmax. Training under this proposal will allow the Company to expand its training program to ensure proper training for new and existing employees on operation of new equipment and software.

Although training topics may be similar to previous projects, no trainee will receive duplicate training.

Training Plan

The following training will be conducted via Class/Laboratory, E-Learning and Computer Based Training (CBT) delivery methods:

Business Skills: Training will be offered to all occupations and will be focused on improving communication skills. Training topics include Business Communication, Communication Styles, and Relationship Building.

Commercial Skills: Training will be offered to Project Managers and Field Technicians. Training will be focused on equipment operation including Directional Drilling, Heavy Equipment Operation, and Pipe Installation.

Computer Skills: Training will be offered to all occupations. Training will focus on the Company's software. Training topics include Autodesk/AutoCAD, Heavy Construction Systems Specialists (HCSS), and ISNetwork.

Continuous Improvement Skills: Training will be offered to all occupations. Training will focus on improving productivity. Training topics include Change Management, Process Improvement, and Root Cause Analysis.

Hazardous Materials Skills: Training will be delivered to Project Managers and Field Technicians. Training will allow staff to handle hazardous materials and conditions. Topics include Asbestos Removal and Disposal of Hazardous Materials.

Certified Safety Training

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

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

Computer-Based Training (CBT)

CBT will be provided to supplement class/lab which is a more convenient means of delivering basic training. Trainees will receive between 0-34 hours of CBT.

Alternate Recordkeeping

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

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 \$41.00 to \$30.75). The Company requests this modification.

The 34 trainees in Job Number 2, including Admin Staff and Field Technicians, work in a High Unemployment Area (HUA). This is a region with unemployment exceeding the state average by 25%. The Company’s locations in San Joaquin and Madera counties 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. Arrow Construction is requesting a wage modification from \$30.75 per hour to \$24.00 per hour for Job Number 2.

Commitment to Training

Arrow Construction invests \$60,000 annually on training for all its California locations. Training includes new hire orientation and utility safety training. ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

Arrow Construction has two dedicated managers responsible for scheduling training, enrolling trainees, tracking training hours, and meeting with ETP staff. Training will be delivered by in-house experts and external vendors as necessary. Additionally, the Company has retained a third-party subcontractor, Sierra Consulting Service, to work closely with staff to complete the project successfully.

Prior Projects

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

Contract No.	Term	Approved Amount	Payment Earned \$ %
ET21-0361-000	06/30/21 - 06/29/23	\$235,520	\$179,673 (76%)
ET19-0349-000	12/17/18 - 06/14/21	\$179,920	\$179,920 (100%)

***ET21-0361:** During the term of the agreement, Arrow Construction lost a few key players responsible for overseeing the project. The Company has now a new ETP Project Manager dedicated to overseeing the project.

Subcontractors

Subcontractor Type	Subcontractor Name	City, State	Cost / %
Development	Sierra Consulting Service	Cameron Park, CA	\$16,000
Administrative	Sierra Consulting Service	Cameron Park, CA	13% of Earned Amount

Training Subcontractors	City, State	Cost	Description of Service
To Be Determined	-	-	-

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Business Communication
- Business Fundamentals
- Behavior Style Strategies
- Conflict Resolution
- Customer Relationship Management
- Customer Service
- Communication Styles
- Cost Control
- Develop Employee Accountability
- Essential Skills for New Supervisor
- Financial Analysis
- Leadership
- Marketing/Sales Techniques & Strategy
- Negotiating
- Operational Skills
- Planning and Organization
- Product Knowledge
- Project Management and Methodology
- Project Requirements Analysis and Specifications
- Property and Resource Management Skills
- Relationship Building
- Strategic Planning
- Time Management

Commercial Skills

- Asphalt Grinding
- Backfill
- Change Order Management
- Compacting
- Compliance with Customer Safety Programs
- Compliance with Underground Service Alert (USA) Requirements
- Construction Practices
- Directional Drilling
- Electrical Strike
- Electrofusion
- Equipment Operation/Maintenance/Repair
- Estimating
- Excavating
- Fire Abatement
- Forklift
- Ground Penetrating Radar

- Hand Tools
- Heat Iron Butt Fusion
- Heat Iron Saddle Fusion
- Heat Iron Socket Fusion
- Heavy Equipment Operation
- Lead
- Mark and Locate
- Mechanical Fitting
- NFPA 70E
- Obtaining and Processing Permits
- Offsite Spoils Disposal
- Onsite Spoils Management
- Operational Skills
- Paving
- Pipe Fusion
- Pipe Installation
- Potholing Operations
- Production Reporting
- Project Documentation
- Rigging
- Purchasing Procedures
- Resource Scheduling
- Traffic Control and Flagging Operations
- Trenching
- USA Ticket Management
- Utility Gas Lines
- Utility Electrical Lines
- Vacuum Trucks
- Welding
- Work Orders

Computer Skills

- Autodesk/AutoCAD
- Building Information Modeling (BIM)
- Crystal Reports
- Heavy Construction Systems Specialists (HCSS)
- Docuware
- Financial Management System (Vista by Viewpoint)
- ISNetworld
- KPA Software (not an acronym, that is the name)
- LYTX
- Networks Strategies
- OnBoard
- SQL Server (Management Studio)
- Telematics (GPS)
- Trimble
- Vista Cloud
- Work Max

Continuous Improvement Skills

- Change Management
- Communication Skills
- Creating a Quality Organization
- Cross Training
- How to Coach and Mentor
- Process Improvement
- Production Operations/Workflow
- Production Scheduling
- Project Management
- Quality Measurement Systems
- Root Cause Analysis
- Team Building

Hazardous Materials Skills

- Asbestos Removal
- Bloodborne Pathogens
- Disposal of Hazardous Materials
- Lead Awareness
- Silica Control Measures

HazWoper

HAZWOPER 40

Safety Skills - OSHA 10 (Certified-OSHA Instructor)

- OSHA 10

Safety Skills - OSHA 30 (Certified-OSHA Instructor)

- OSHA 30

Computer-Based Training

Trainees may receive any of the following:

Commercial Skills

- Directional Drilling (4 hrs)
- PGE EO5 - Operator - Aerial Lifts (45 min)
- PGE EO4 - Operator – Backhoe (45 min)
- PGE EO8 - Operator – Dozers (45 min)
- PGE EO11 - Operator - Large Excavators (over 16k) (45 min)
- PGE EO1 - Operator - Large Track/Wheel Loaders (45 min)
- PGE EO12 - Operator - Mini-Ex (45 min)
- PGE EO9 - Operator - Misc./Special Equipment (45 min)
- PGE EO2 - Operator - Motor Graders (45 min)
- PGE EO10 - Operator - Roller Compactors (45 min)
- PGE EO6 - Operator - Side Booms (45 min)
- PGE EO7 - Operator - Skip Loader (45 min)

- PGE EO3 - Operator - Track/Wheel Skid Steer (45 min)
- Operational Qualification (OQ) - 0101 Bell Joints & Spigot Seals (45 min)
- OQ- 0102 Protect Cast Iron Pipeline (45 min)
- OQ- 0103 Inspection and Repair of Cast Iron Pipeline (45 min)
- OQ- 0201 Mechanical Repairs and Steel 60 psig or less (45 min)
- OQ- 0202 Weld Repairs on Distribution Pipelines Under 60 psig (45 min)
- OQ- 0203 Pipe Squeezing- Steel (3/4" to 2") (45 min)
- OQ- 0204 Pipe Squeezing- Plastic (1/2" to 8") (45 min)
- OQ- 0206 Abandon/Deactivate Pipeline Facilities (45 min)
- OQ- 0208 Composite Repair (Trident Seal) on Steel Pipe 60 lbs or less (45 min)
- OQ- 0209 Field Services Mechanical Repair (45 min)
- OQ- 0210 Pipe Squeezing- Steel (2" thru 8") (45 min)
- OQ- 0212 Install Pipe in Bore (Steel/Plastic), Directional Drilling (45 min)
- OQ- 0214 Tracer Wire on Plastic Pipe (45 min)
- OQ- 0215 Installation, Backfill, Compacting (45 min)
- OQ- 0303 Rectifier Reads (45 min)
- OQ- 0304 Atmospheric Corrosion on Gas Facilities (45 min)
- OQ- 0305 Pipe Inspection on Gas Facilities (45 min)
- OQ- 0306 Pipe-to-Soil Reads (45 min)
- OQ- 0307 Cathodic Protection Maintenance (45 min)
- OQ- 0308 Galvanic Anode Maintenance (45 min)
- OQ- 0309 Internal Corrosion/Monitor (45 min)
- OQ- 0310 Rectifier Maintenance (45 min)
- OQ- 0311 Testing & Investigation for Adequate Electrical Isolation (45 min)
- OQ- 0314 Attaching Electrical Connections; Exothermic (45 min)
- OQ- 0315 Attaching Electrical Connections; Pin Brazing (45 min)
- OQ- 0316 Magnetic Test Leads NotHot Installation (45 min)
- OQ- 0317 Coating Application and Repair; Wax Coating Systems (45 min)
- OQ- 0402 Strength Test – "MAOP at or above 100 psi" (45 min)
- OQ- 0403 Leak Test at Operating Pressure (45 min)
- OQ- 0404 Pressure Test for Facilities Operating below 100 psi (Leak Tests) (45 min)
- OQ- 0501 Locate and Mark Facilities (45 min)
- OQ- 0502 Standby Pipeline (45 min)
- OQ- 0503 Locate Gas Facilities Without Tracing Wire (45 min)
- OQ- 0504 Non-Production Locate and/or Mark (45 min)
- OQ- 0507 Damage Prevention During Excavation (45 min)
- OQ- 0601 Operate Service Tee/Save a Valve- Tapping & Plugging Equip. (45 min)
- OQ- 0602 Operate Line Stopper (M2)- Line Stopper Split (45 min)
- OQ- 0604 Split Control Tap & Plug 3" to 8" (45 min)
- OQ- 0605 Split Control Tap & Plug 10" to 16" (45 min)
- OQ- 0607 TDW Shortstop II- 6" to 12" (45 min)
- OQ- 0608 Low/Semi High Pressure Bagging (45 min)
- OQ- 0609 Low Pressure Drill & Thread (45 min)
- OQ- 0610 Operate Riser Valve Changer Equipment and Service Riser Thread Replacement (45 min)

- OQ- 0611 Low Pressure Foaming Operation (45 min)
- OQ- 0612 Operate Valve Tee/Pin-Off- Tapping & Plugging Equip. (1" to 2") (45 min)
- OQ- 0613 Polyethylene Tapping Tee (outlet sizes ½" to 2") (45 min)
- OQ- 0614 Polyethylene Hot Tap/Branch (McElroy), (2", 4") (45 min)
- OQ- 0618 Operate Low-pressure Service Tee Using Grunsky Flag & X-Lander Plug (45 min)
- OQ- 0619 Operate Service Tee Using a Weld-in-Place Steel Pin (3/4") (45 min)
- OQ- 0801 Transmission Line Ground Patrol (45 min)
- OQ- 0803 Install and/or Maintain Line Markers (45 min)
- OQ- 0804 Aerial Patrol (45 min)
- OQ- 0805 Aerial Leak Survey by Drone (45 min)
- OQ- 0901 Conduct Survey (Using Company Approved Instruments) (45 min)
- OQ- 0902 Leak Investigation (Using Company Approved, and trained on, Instruments) (45 min)
- OQ- 0903 Field Services Leak Investigation/Leak Grading (Using Company Approved Instruments) (45 min)
- OQ- 0911 Conduct Mobile Leak Survey (Picarro) (45 min)
- OQ- 0912 Conduct Mobile Leak Survey (Using Company Appvd. Instruments) (45 min)
- OQ- 1001 Transmission Line Repair by Welding (45 min)
- OQ- 1002 Weld Inspection (45 min)
- OQ- 1004 Transmission Pipeline Repairs (45 min)
- OQ- 1005 Pipe Bending (Large Diameter) (45 min)
- OQ- 1101 Inspect/Test Compressor Remote Shutdown Devices (45 min)
- OQ- 1201 Start/Operate/Shutdown Turbine- Local (45 min)
- OQ- 1202 Gas System Operator-Compressor Motor Remote (45 min)
- OQ- 1203 Start/Operate Shutdown Reciprocal- Local (45 min)
- OQ- 1204 Compressor Preventative Inspection (45 min)
- OQ- 1205 Compressor Maintenance (Mechanic) (45 min)
- OQ- 1402 Maintain/Operate Regulators and Monitors (Spring & Pilot Operated) (45 min)
- OQ- 1501 Electronically Monitor System Conditions (45 min)
- OQ- 1504 Inspect and Maintain Electronic Control and Data Systems (45 min)
- OQ- 1505 Gas Control Monitor System Conditions (45 min)
- OQ- 1601 Test/Maintain Relief Devices (45 min)
- OQ- 1701 Valve Operation and Maintenance (45 min)
- OQ- 1702 Gas System Operator- Valve Operation Remote (45 min)
- OQ- 1703 Manual Valve Operation (45 min)
- OQ- 1705 Valve Operation for Station Operators (45 min)
- OQ- 1801 Vault Inspection and Maintenance (45 min)
- OQ- 1901 Inspect and Maintain Odorant Equipment (45 min)
- OQ- 1902 Conduct Sampling of Odorant (45 min)
- OQ- 2101 Polyethylene Pipeline Connection Inspection (45 min)
- OQ- 2103 Heat Iron Socket Fusion with Visual Inspection (45 min)
- OQ- 2105 Heat Iron Saddle Fusion (Mechanical) with Visual Inspection (45 min)

- OQ- 2106 Heat Iron Butt Fusion (Mechanical) with Visual Inspection (45 min)
- OQ- 2107 Heat Iron Butt Fusion (Hydraulic) with Visual Inspection (45 min)
- OQ- 2108 Electrofusion (Coupling) with Visual Inspection (45 min)
- OQ- 2109 Electrofusion (Saddle) with Visual Inspection (45 min)
- OQ- 2111 Mechanical Fitting (Stab) with Visual Inspection (45 min)
- OQ- 2112 Mechanical Fitting (Threaded) with Visual Inspection (45 min)
- OQ- 2113 Mechanical Fitting (Belt-on-Saddle) with Visual Inspection (45 min)
- OQ- 2114 Mechanical Fitting Connections for Polyethylene Pipe with Visual Inspection (45 min)
- OQ- 2503 Residential/Small Commercial Meter: Discontinue and Seal (45 min)
- OQ- 2504 Install Large Commercial and Industrial Meters (45 min)
- OQ- 2505 Large Meter: Maintenance (45 min)
- OQ- 2506 Large Commercial and Industrial Meter: Discontinue and Seal (45 min)
- OQ- 2507 Residential Meter: Discontinue and Seal (45 min)
- OQ- 2508 Construction Meter Work 1000CFH or Less (45 min)
- OQ- 2215 General Arc Welding (45 min)
- OQ- 2219 Low Hydrogen Welding (45 min)
- OQ- 2220 "GMAW- Gas Metal Arc Welding" (45 min)
- OQ- 2221 "GMAW- Gas Tungsten Arc Welding" (45 min)
- OQ- 3010 SMAW 60 PSIG (45 min)
- OQ- 3020 GMAW 60 PSIG (45 min)
- OQ- 3100 API MQ Cellulose Welding (45 min)
- OQ- 3101 API SG Cellulose Butt (45 min)
- OQ- 3102 API SG OV12 Cellulose Butt (45 min)
- OQ- 3110 API MQ Cell-LH Welding (45 min)
- OQ- 3111 API SG Cell- LH Butt (45 min)
- OQ- 3112 API SG OV12 Cell-LH Butt (45 min)
- OQ- 3120 API MQ Microwire Welding (45 min)
- OQ- 3121 API SG Microwire Butt (45 min)
- OQ- 3122 API SG OV12 Microwire Butt (45 min)
- OQ- 3201 ASME SMAW Cell-LH (45 min)
- OQ- 3204 ASME GMAW (45 min)
- OQ- 3207 ASME GTAW/SMAW (45 min)
- OQ- 3210 ASME GTAW (45 min)
- OQ- 3301 ISW 12" Sleeve (5G) and 8" Branch (6G) (45 min)
- OQ- 3302 ISW 12" Sleeve (6G) and 8" Branch 6G) (45 min)
- OQ- 3310 ISW 10" Sleeve (thin wall) (45 min)
- OQ- 3312 ISW 12" Branch (45 min)
- OQ- 1641 Launching or Receiving Internal Devices (Pigs) Using Traps (45 min)
- OQ- 1631 Launching and/or Receiving Internal Devices w/Temp Launcher and /or Receiver for Lines out of Service (45 min)
- OQ- 5921 Launch and Receive Distribution Pipeline Pigs (45 min)

Safety Skills - OSHA 10 (Certified-OSHA Instructor)

- Caught In or Between (30 mins)
- Cranes, Derricks, Hoists, Elevators & Conveyors (30 mins)
- Electrocution (1 hr)
- Excavations (30 mins)
- Falls (1.5 hrs)
- Health Hazards in Construction (30 mins)
- Introduction to OSHA (1 hr)
- Materials Handling, Storage, Use and Disposal (30 mins)
- Personal Protective and Lifesaving Equipment (30 mins)
- Scaffolds (30 mins)
- Stairways and Ladders (30 mins)
- Struck-By (1 hr)
- Tools – Hand and Power (30 mins)

Safety Skills - OSHA 30 (Certified-OSHA Instructor)

- Asbestos Awareness (30 mins)
- Asbestos for Supervisors (2 hr)
- Caught-In or Between (1.5 hrs)
- Confined Spaces (30 mins)
- Cranes, Derricks, Hoists, Elevators and Conveyors (30 mins)
- Electrical Safety (2 hrs)
- Ergonomics (30 mins)
- Excavations (30 mins)
- Fall Prevention (1.5 hrs)
- Fire Protection and Prevention (30 mins)
- Foundations for Safety Leadership (2.5 hrs)
- Hand and Power Tool Safety (1 hr)
- Hazard Communication (30 mins)
- Hazardous Materials (30 mins)
- Health Hazards in Construction (2 hrs)
- Introduction to OSHA (1 hr)
- Lead Awareness (30 mins)
- Lead Exposure (30 mins)
- Managing Safety and Health (2 hrs)
- Materials Handling, Use and Disposal (30 mins)
- Motor Vehicles (30 mins)
- Personal Protective Equipment (2 hrs)
- Rollover Protective Structures, Signs, Signals and Barricades (30 mins)
- Safety and Health Programs (30 mins)
- Scaffolds (30 mins)
- Silica Exposure (30 mins)
- Stairways and Ladders (1 hr)
- Steel Erection (30 mins)
- Struck-by (1 hr)
- Welding and Cutting (30 mins)



Training Proposal for:

Artemis Headlands LLC

Contract Number: ET25-0184

Panel Meeting of: December 13, 2024

ETP Regional Office: San Diego

Analyst: S. Phillips

Project Profile

Contract Attributes:	Priority Rate Retrainee SB < 100	Industry Sector(s):	Professional, Scientific, and Technical Services	
		Priority Industry:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Counties Served:	Riverside, San Diego Counties	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
Number of Employees in:	CA: 70	U.S.: 70	Worldwide: 70	
<u>Turnover Rate:</u>	5%			
<u>Managers/Supervisors:</u> (% of total trainees)	N/A			

Funding Detail

In-Kind Contribution
\$101,235

Total ETP Funding
\$100,800

Training Plan Table

Job No.	Job Description	Estimated No. of Trainees	Range of Hours			Average Cost per Trainee	Post-Retention Wage
			Class / Lab	CBT	Weighted Avg:		
1	Priority Rate Retrainee	80	8-200	0-20	45	\$1,260	\$22.55

*Post-Retention Wage is the Contractual Wage.

Published Minimum Hourly Wage by County:	
Job Number 1:	\$22.55 for Riverside County; \$22.72 for San Deigo County
Health Benefits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No This is employer share of cost for healthcare premiums – medical, dental, vision.	
Used to meet the Post-Retention Wage?: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Health Benefits may be used to meet the Post-Retention Wage as follows:	
Job Number 1:	\$2.50

Wage Range by Occupation					
Occupations	Wage Range	Estimated number of trainees			
		Total	\$15 to \$20	\$20.01 to \$25	Over \$25.01
JOB NUMBER 1 - Priority Rate, Retrainee					
Administration Staff	\$20.22 - \$40.00	10	0	2	8
Research Technicians	\$20.70 - \$30.00	65	0	20	45
Customer Relations/Sales	\$22.00 - \$35.00	3	0	1	2
Supervisors/Managers	\$30.00 - \$50.00	2	0	0	2

Introduction

Artemis Headlands, LLC (Artemis Research) (www.artemis-research.com) is a service-based small business that conducts clinical research studies with human subjects. The Company executes specific protocols to further develop and understand new medication treatments. Artemis Research works on behalf of pharmaceutical companies which are overseen by the Food and Drug Administration (FDA) in multi-therapeutic areas including, psychiatry, neurology, internal medicine, and vaccines. The data for each study protocol is gathered by the Company through collaborating and working with human study participants, who volunteer to participate in a clinical research study.

This will be Artemis Research's second contract in the last five years.

Veterans Program

Artemis Institute is not seeking a separate Veteran job number at this time. However, Veterans are welcome to apply to open positions. Further, the Company does employment outreach in conjunction with the Veteran Administration.

Project Details

As the landscape for performing clinical research has become more specialized, it has become increasingly difficult to find suitably trained medical and administrative staff to fulfill the needs for clinical research. Therefore, it is imperative for the organization to provide comprehensive training to its employees to effectively meet the demands of customers. Through training, employees will have opportunities for improved salaries and benefits, as well as more employment opportunities through cross training. Given that Artemis Research operates in a highly specialized part of healthcare and competition for trained employees is very high within the industry, providing more training opportunities will improve the employee retention rate and make Artemis Research an even more desirable organization to work for.

Training Plan

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

Business Skills: This training will be offered to all trainees. Training will include Budgeting and Financial Management, Client Relations, Communication Skills, Goal Setting, Leadership Training, Product Knowledge, Team Building and Technical Editing and Writing.

Commercial Skills: This training will be offered to all trainees. Training will include Clinical Research/Trials Protocol Training, Equipment Operations & Maintenance, Filing Systems, Inspection Procedures, Laboratory Procedures, Sample Processing, and Standard Research Methods.

Computer Skills: This training will be offered to all trainees. Training will include Adobe, Cloud Systems, Computer Graphics, Design & Drafting, Salesforce, Financial Software, Microsoft Office (Intermediate and Advanced), and Payroll Systems.

Continuous Improvement Skills: This training will be offered to all trainees. Training will include Corrective Action, Lean Process Improvement, Problem Solving, Productivity Improvement, Quality Assurance/Quality Control, Six Sigma Methodology, and Teambuilding.

Hazardous Materials Skills: This training will be offered to all trainees. Training will include IATA training.

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.

Due to the specialized nature of Artemis' business, the company must certify its employees are able to perform relevant testing methods following the criteria set forth by certifying authorities. This requires strict monitoring during training to ensure that trainees receive the proper training with materials before that material is handed to the customer from certified trainers. 55 trainees (Research Technicians) will receive productive lab training with a trainer to trainee ratio of 1:1. Artemis is requesting up to 9 hours of productive lab training per trainee.

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 0-20 hours of CBT training over the contract term.

Commitment to Training

Artemis has an annual training budget of \$100,000. Training covered includes continuous improvement training, clinical knowledge and business acumen.

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

➤ Training Infrastructure

The training plan will be managed by Artemis Research's Human Resources Department in conjunction with department leads. Rosters will be collected after each training session and reviewed for accuracy by the Human Resources department. In addition, Artemis has hired an administrative third party to assist with project administration.

Prior Projects

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

Contract No.	Term	Approved Amount	Payment Earned \$ %
ET23-0236	12/17/22 - 12/16/24	\$59,915	\$59,541 (99%)
ET20-0119-000	07/24/19 - 07/23/21	\$56,304	\$56,304 (100%)

Subcontractors

Subcontractor Type	Subcontractor Name	City, State	Cost / %
Development	Training Funding Source	Seal Beach, CA	\$1,900
Administrative	Training Funding Source	Seal Beach, CA	13% of Earned Amount

Training Subcontractors	City, State	Cost	Description of Service
To Be Determined	-	-	-

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Budgeting and Financial Management
- Client Relations
- Coaching
- Communication Skills
- Customer Relations
- Goal Setting
- Leadership
- Planning
- Product Knowledge
- Project Management
- Sales/Marketing, Proposal and Business Development
- Team Building
- Technical Editing and Writing

Commercial Skills

- Clinical Research/Trials protocol training
- Equipment Operations & Maintenance
- Filing Systems
- Inspection Procedures
- Laboratory procedures
- Sample Processing
- Standard research Methods
- Study Areas - Bipolar, Alzheimer's, Hypertension, Cardiovascular, Anxiety Disorder, ADHD, Low Back Pain, Eating Disorder, Respiratory System, Insomnia and Sleep Disorder, Fibromyalgia, Allergies and Immunological, Schizophrenia, Dermatology, Arthritis and Musculoskeletal, Osteoarthritis, Hyperlipidemia, Gastrointestinal disorder, Migraine, Anemia, Infectious Disease, Diabetes and Metabolic, PTSD, Depression
- Work Procedures

Computer Skills

- Adobe (PDF, InDesign, Photoshop, Illustrator, etc.)
- Clinical Conductor/Clinical trial management software
- Cloud Solutions
- Computer Graphics, Design & Drafting
- Customer Relationship Management (CRM)--Salesforce
- Electronic data capture Systems
- Financial Software
- Microsoft Office Suite (Intermediate & Advanced)
- Payroll System
- Web Design and Graphics Software

Continuous Improvement Skills

- Corrective Action
- Lean Process Improvement
- Problem Solving
- Productivity Improvement
- Quality Assurance/Quality Control
- Six Sigma Methodology
- Teambuilding

Hazardous Materials Skills

- IATA training

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

Trainees may receive any of the following:

Commercial Skills

- Microbiology Analysis
- Inorganics Analysis
- Metals Analysis
- IC Analysis
- Organics Analysis
- Food Analysis
- Glassware Use and Cleaning
- Pipette Use and Verification
- Balance and Weights Training
- Element Laboratory Management System
- Instrument Software
- Standard and Reagent Preparation
- Instrumentation
- Sample Handling
- Sampling Equipment
- Project Management Element Laboratory Information System

Computer-Based Training

Trainees may receive any of the following:

Commercial Skills

- ASD Data & Myth 40950 ASDSDM-NADD (1.0)
- Autism Overview 71907 EL-AO-BH0 (2.25)
- Intro to Verbal Behavior REL-ATS-0-VB1(1.25)
- Functions of Behavior REL-ATS-0-FBA (2.5)
- Live Training #1 (1.0)
- Live Training #2 (1.0)
- REL-ABA-0-CFBBP Function Based Bx Plans (1.0)
- Live Training #3 ABA Skill Building (2.5)
- Live Training #6 ABA Review (1.0)10.25

- Data Collection (3)
- Recording Behavior REL-ATS-0-BM6 (2.0)
- Live Training #5 (2.5)4.5
- Positive Behavior Supports (10)
- Antecedent Interventions REL-ATS-0-BM3 (1.5)
- Consequence REL-ATS-BM4 (2.0)
- Reinforcement REL-ATS-0-BM1 (1.25)
- Behavior Reduction REL-ATS-0-BM2 (1.0)
- Instruct Control REL-ATS-0-VB2 (1.25)
- Live Training #1 (0.5)
- Live Training #4 (2.5)
- Evidence Based Treatment Strategies in the context of ABA and Autism (4)
- DDT-Part 1 REL-ATS-0-DT11 (1.25)
- DDT-Part 2 REL-ATS-0-DT12 (1.25)
- ITT REL-ATS-0-VB4 (1.5)
- Naturalistic Teaching REL-ATS-0-NATS1 (1.5)
- Person Centered Planning (2)
- Cultural Competence and Self Advocacy Skills 3Teaching Self Advocacy REL-IDD-0-SQL-V2 (1.25)
- Cultural Competence 194 EL-CCDSP-DD-0 (1.0)
- Live Training #6 (1.0)3.25
- Privacy Guidelines REL-ATS-0-RBT (1.25)
- Privacy Guidelines Overview REL-CV-0-(0.75)



Training Proposal for:
Associated Builders & Contractors Central California Chapter
Contract Number: ET25-0176

Panel Meeting of: December 13, 2024

ETP Regional Office: North Hollywood

Analyst: M. Reeves

Project Profile

Contract Attributes:	HUA Priority Rate Retrainee SET	Industry Sector(s):	MEC Construction Mining, Quarrying, and Oil and Gas Extraction
		Priority Industry:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Kern, Fresno	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
\$541,800		\$37,539		\$579,339

In-Kind Contribution:	50% of Total ETP Funding Required	\$750,000
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Training Plan Table

Job No.	Job Description	Estimated No. of Trainees	Range of Hours			Average Cost per Trainee	Post-Retention Wage
			Class / Lab	CBT	Weighted Avg:		
1	Priority Rate HUA SET Retrainee	322	8-200	0-0	50	\$1,497	\$17.00
2	Priority Rate HUA Small Business SET Retrainee	65	8-200	0-0	50	\$1,497	\$17.00

*Post-Retention Wage is the Contractual Wage.

Published Minimum Hourly Wage by County:	
Job Number 1:	\$16.91 for Kern and Fresno Counties/HUA
Job Number 2:	\$16.91 for Kern and Fresno Counties/HUA
Health Benefits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No This is employer share of cost for healthcare premiums – medical, dental, vision.	
Used to meet the Post-Retention Wage?: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Health Benefits may be used to meet the Post-Retention Wage as follows:	
Job Number 1:	\$0.00
Job Number 2:	\$0.00

Wage Range by Occupation					
Occupations	Wage Range	Estimated number of trainees			
		Total	\$15 to \$20	\$20.01 to \$25	Over \$25.01
JOB NUMBER 1 - Priority Rate, HUA, SET, Retrainee					
Maintenance Technician	\$17.00 - \$20.00	15	15	0	0
Solar Technician	\$17.00 - \$20.00	25	25	0	0
Asbestos Technician	\$17.00 - \$20.00	20	20	0	0
Carpenter	\$17.00 - \$25.00	28	18	8	2
Concrete Construction	\$17.00 - \$25.00	13	9	4	0
Welder	\$17.00 - \$25.00	19	8	11	0
Laborer	\$17.00 - \$25.00	55	40	15	0
Safety Technician	\$17.00 - \$30.00	20	13	3	4
HVAC Technician	\$17.00 - \$30.00	6	2	2	2
Roofer	\$17.00 - \$35.00	15	8	3	4
Equipment Operator	\$17.00 - \$35.00	60	22	28	10
Machinist	\$17.00 - \$35.00	30	4	17	9
Crew Lead	\$20.00 - \$25.00	18	0	18	0

Wage Range by Occupation					
Occupations	Wage Range	Estimated number of trainees			
		Total	\$15 to \$20	\$20.01 to \$25	Over \$25.01
JOB NUMBER 2 - Priority Rate, HUA, Small Business, SET, Retrainee					
Maintenance Technician	\$17.00 - \$20.00	5	5	0	0
Solar Technician	\$17.00 - \$20.00	5	5	0	0
Asbestos Technician	\$17.00 - \$20.00	5	5	0	0
Carpenter	\$17.00 - \$25.00	4	2	2	0
Concrete Construction	\$17.00 - \$25.00	1	1	0	0
Welder	\$17.00 - \$25.00	5	2	3	0
Laborer	\$17.00 - \$25.00	15	10	5	0
Safety Technician	\$17.00 - \$30.00	5	2	2	1
HVAC Technician	\$17.00 - \$30.00	1	1	0	0
Roofer	\$17.00 - \$35.00	5	2	2	1
Equipment Operator	\$17.00 - \$35.00	5	3	2	0
Machinist	\$17.00 - \$35.00	5	1	3	1
Crew Lead	\$20.00 - \$25.00	2	0	2	0

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 the Central Valley. ABC provides training services and workforce development to members of the community in the Central Valley. ABC also assists members with legislative affairs, building code updates, marketing of member services to other businesses, and networking opportunities. This will be ABC's third ETP Contract in the last five years.

Veterans Program

ABC is proud to partner with Kern Patriot Partnership as its workforce development resource providing support and services to Veterans in the Central Valley Community. Participating employers employ a significant number of Veterans through their normal hiring practice and they will be trained in this project.

Project Details

The training outlined in this proposal will enable ABC to equip workers with the skills that employers have identified as necessary to remain competitive within their industries. The core group of participating employers consists of priority industry large and small businesses located in the Central Valley area. Training will be customized to employers needs based on each participating employer's business goals and related training assessments designed to improve worker productivity. The proposed curriculum was developed with input from ABC member employers and industry experts. The training plan is evaluated and updated regularly to ensure that it meets employer needs and remains current with industry trends.

To maintain a competitive advantage, industry employers must retain highly skilled employees by providing skills upgrade training on a consistent basis. The recent lack of oil permits in the region has caused some participating employers to diversify the scope of their business projects, thus resulting in the need for comprehensive retraining of employees to improve their ability to adapt to changing construction work assignments and environments. The current workforce must learn new skills to transition to new projects that foster individual professional growth and new business opportunities for employers. Industry-specific skills include foundation and slab work, electrical safety, properties of concrete, estimating, scheduling, and heavy equipment use. The proposed training is designed to help businesses improve growth and profitability by optimizing workforce skills and efficiency.

Training Plan

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

Business Skills: Training will be offered to all occupations to improve communication skills, resource control, project planning, problem solving, and leadership skills.

Commercial Skills: Training will be offered to all occupations. This training will focus on industry specific skills including building materials, construction drawings, hand and power tools, properties of concrete, motors, and rigging.

Computer Skills: Training will be offered to all occupations to improve the use of productivity software for written communication, information tracking and documentation.

Certified Safety Training

OSHA 10/30: This training is a series of courses “bundled” by industry sector and occupation. The coursework is geared to construction work and 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 Special Employment Training (SET), the participating employer is not required to demonstrate out-of-state competition. To qualify under SET, trainees must be earning at least the statewide average hourly wage at the end of the retention period.

➤ Wage and Retention Modifications

All trainees in Job Numbers 1 and 2 work in Kern and Fresno counties, 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 \$16.91, 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 for Job Numbers 1 and 2.

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 business standards. Safety training is provided by the participating employers in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

ABC's Chief Executive Officer will oversee all aspects of the ETP Contract. Additional members of ABC's administration and training team will assist with the coordination of employer marketing, recruitment, needs assessments, class scheduling, and project tracking. Training will be delivered at ABC's training facility and will be provided by industry experienced ABC trainers. An outside administrative consultant has also been retained to assist in project administration and ensure that all training records meet ETP requirements.

Marketing and Support Costs

ABC has long standing relationships with several organizations and government entities in the area to market and provide services to members. ABC works regularly with Kern and other regional counties, city governments, and various Chambers of Commerce. ABC also holds regular member meetings and sub-committee meetings to gather valuable feedback regarding specific training needs for its members. ABC continuously markets and advertises through its website, as well as regular automated and customized email communications. ABC is requesting 8% support costs for the cost for additional employer recruitment, outreach, and assessments of employer-specific job training requirements.

Trainer Qualifications

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).

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 under an ETP Contract that was completed within the last five years:

Contract No.	Term	Approved Amount	Payment Earned \$ %
ET23-0171	10/31/22 - 10/30/24	\$349,320	\$0.00 (0%)
ET21-0183-000	10/26/20 - 10/25/22	\$194,700	\$194,700.00 (100%)

ET23-0171: Based on ETP systems, 17,035 reimbursable hours have been tracked for potential earnings of \$349,320 (100% of approved amount). The Contractor projects final earnings of 100% based on training delivered to date. The Contractor has submitted three progress invoices totaling \$314,092, with final earnings pending submission of the closeout invoice.

Subcontractors

Subcontractor Type	Subcontractor Name	City, State	Cost / %
Development	Propel Consulting Group	El Dorado Hills, CA	\$20,000
Administrative	Propel Consulting Group	El Dorado Hills, CA	13% of Earned Amount

Training Subcontractors	City, State	Cost	Description of Service
To Be Determined	-	-	-

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

Trainees may receive any of the following:

Business Skills

- Communications Skills
- Contract Documents
- Cost Awareness
- Estimating
- Leadership Skills
- Problem Solving
- Project Planning
- Resource Control
- Scheduling

Commercial Skills

- Building Materials
- Conductors
- Construction Drawings
- Construction Math
- Construction Plans
- Electrical Safety
- Foundations and Slabs
- Framing
- Grounding and Bonding
- Hand Tools
- Heavy Equipment Safety
- Materials and Fasteners
- Materials Handling
- Motors: Ops and Maintenance
- Motors; Theory and Applications
- Power Tools
- Properties of Concrete
- Rigging
- Site Plans/Layout
- Test Equipment
- Working from Elevations

Computer Skills

- MS Office (Intermediate/Advanced)

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 CA Chapter	CCG No.: ET25-0176
Reference No: 24-0560	Page 1 of 5

ALPHABETIZE BY COMPANY NAME

Company: Agilitech	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 8800 Crippen St	
City, State, Zip: Bakersfield, CA 93311	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 10	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 125	
Total # of full-time company employees in California: 125	
Company: Alcorn Aire	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 325 Robinson Street	
City, State, Zip: Bakersfield, CA 93304	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 3	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 20	
Total # of full-time company employees in California: 20	
Company: Baymarr Constructors	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 6905 McDivitt Dr	
City, State, Zip: Bakersfield, CA 93313	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 5	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 40	
Total # of full-time company employees in California: 40	
Company: Brown's Construction	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 3736 Gilmore Ave	
City, State, Zip: Bakersfield, CA 93308	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 7	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 65	
Total # of full-time company employees in California: 65	

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: Associated Builders & Contractors Central CA Chapter	CCG No.: ET25-0176
Reference No: 24-0560	Page 2 of 5

ALPHABETIZE BY COMPANY NAME

Company: CJ Logan Pump and Electric, Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 7463 Superior Road	
City, State, Zip: Bakersfield, CA 93314	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 4	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 15	
Total # of full-time company employees in California: 15	
Company: CVE	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 4263 N. Selland Ave	
City, State, Zip: Fresno, CA 93722	
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
Total # of full-time company employees worldwide: 125	
Total # of full-time company employees in California: 125	
Company: Elite Automation	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 3553 Landco Drive	
City, State, Zip: Bakersfield, CA 93308	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 9	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 80	
Total # of full-time company employees in California: 80	
Company: General Production Services	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 1333 Kern Street	
City, State, Zip: Taft, CA 93268	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 20	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 175	
Total # of full-time company employees in California: 175	

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: Associated Builders & Contractors Central CA Chapter	CCG No.: ET25-0176
Reference No: 24-0560	Page 3 of 5

ALPHABETIZE BY COMPANY NAME

Company: JTI Electric	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 3901 Fanucchi Way, Unit 201	
City, State, Zip: Shafter, CA 93263	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 40	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 125	
Total # of full-time company employees in California: 125	
Company: JTS Construction	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 300 E. Planz Road	
City, State, Zip: Bakersfield, CA 93307	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 50	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 175	
Total # of full-time company employees in California: 175	
Company: JTS Modular	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 7001 McDivitt Dr	
City, State, Zip: Bakersfield, CA 93313	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 25	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 150	
Total # of full-time company employees in California: 150	
Company: KSI Industries	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 6205 District Blvd	
City, State, Zip: Bakersfield, CA 93311	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 25	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 1,500	
Total # of full-time company employees in California: 600	

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: Associated Builders & Contractors Central CA Chapter	CCG No.: ET25-0176
Reference No: 24-0560	Page 4 of 5

ALPHABETIZE BY COMPANY NAME

Company: Next Phase Electric	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Address: 5409 Aldrin Court

City, State, Zip: Bakersfield, CA 93313

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: 75

Total # of full-time company employees in California: 75

Company: PCL Industrial Services	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
----------------------------------	--

Address: 1500 S. Union Ave

City, State, Zip: Bakersfield, CA 93307

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 50

Small Business? Yes No

Total # of full-time company employees worldwide: 2,000

Total # of full-time company employees in California: 750

Company: Quantum Industries	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Address: 732 Angus Lane

City, State, Zip: Bakersfield, CA 93308

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 100

Small Business? Yes No

Total # of full-time company employees worldwide: 130

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

Company: South Valley Pump, Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Address: 19264 Quinn Road

City, State, Zip: Bakersfield, CA 93308

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 4

Small Business? Yes No

Total # of full-time company employees worldwide: 200

Total # of full-time company employees in California: 200

ALPHABETIZE BY COMPANY NAME

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: Associated Builders & Contractors Central CA Chapter	CCG No.: ET25-0176
Reference No: 24-0560	Page 5 of 5

Company: Sturgeon Services, Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Address: 3511 Gilmore Ave

City, State, Zip: Bakersfield, CA 93308

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 25

Small Business? Yes No

Total # of full-time company employees worldwide: 90

Total # of full-time company employees in California: 90

Company: Tri-State Electric	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Address: 5325 Gilmore Ave

City, State, Zip: Bakersfield, CA 93308

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 4

Small Business? Yes No

Total # of full-time company employees worldwide: 15

Total # of full-time company employees in California: 15

Company: Truitt Corporation	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Address: 1051 James Road

City, State, Zip: Bakersfield, CA 93308

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: 150

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



Training Proposal for:

California Creative Solutions, Inc. dba CCS Global Tech

Contract Number: ET25-0149

Panel Meeting of: December 13, 2024

ETP Regional Office: San Diego

Analyst: L. Hughes

Project Profile

Contract Attributes:	Priority Rate Retrainee	Industry Sector(s):	Professional, Scientific, and Technical Services	
		Priority Industry:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Counties Served:	San Diego	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
Number of Employees in:	CA: 155	U.S.: 286	Worldwide: 370	
<u>Turnover Rate:</u>	6%			
<u>Managers/Supervisors:</u> (% of total trainees)	0%			

Funding Detail

In-Kind Contribution
\$186,300

Total ETP Funding
\$153,300

Training Plan Table

Job No.	Job Description	Estimated No. of Trainees	Range of Hours			Average Cost per Trainee	Post-Retention Wage
			Class / Lab	CBT	Weighted Avg:		
1	Priority Rate Retrainee	73	8-200	0-0	75	\$2,100	\$22.72

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

Published Minimum Hourly Wage by County:	
Job Number 1:	\$22.72 San Diego County
Health Benefits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No This is employer share of cost for healthcare premiums – medical, dental, vision.	
Used to meet the Post-Retention Wage?: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Health Benefits may be used to meet the Post-Retention Wage as follows:	
Job Number 1:	\$2.46

Wage Range by Occupation					
Occupations	Wage Range	Estimated number of trainees			
		Total	\$15 to \$20	\$20.01 to \$25	Over \$25.01
JOB NUMBER 1 - Priority Rate, Retrainee					
Administrative Staff	\$20.26 - \$34.75	7	0	5	2
Technical Staff	\$30.03 - \$43.89	16	0	0	16
Software Engineering Staff	\$31.92 - \$60.06	44	0	0	44
Managers/Supervisors	\$33.65 - \$63.34	6	0	0	6

Introduction

Founded in 1997 and headquartered in San Diego, California Creative Solutions, Inc. dba CCS Global Tech (CCS) (www.ccsglobaltech.com) is a Microsoft-certified consulting firm with offices in New York, Philadelphia, Australia, India, Singapore, Malaysia and San Francisco. CCS specializes in computer programming, software design, mobile application development, and cloud-based IT services. The Company focuses on Microsoft Business Intelligence (Microsoft BI) and custom software/application development to efficiently retrieve, analyze, transform, and report data, enhancing its accessibility and relevance for users. Microsoft BI includes tools such as word processors, spreadsheets, accounting applications, web browsers, and creative platforms, many of which have evolved into cloud-based systems accessible from desktops, laptops, or mobile devices.

CCS serves clients across various sectors, including education, finance, healthcare, manufacturing, and government, with notable customers such as Chapman University, Capital Insurance Group, Thomson Reuters, TEKsystems, and San Mateo County. This will be CCS' third ETP Contract, and second in the last five years.

Veterans Program

Although the Company does not have a formal Veterans program, CCS actively encourages veterans to apply and provides them with special consideration during the hiring process.

Project Details

Previous training focused on the latest software and application platforms, including Microsoft Business Intelligence (BI) Products, enabling them to design, develop, and implement customized software while connecting various platforms. Trainees averaged 100 hours of training over two years.

This proposed training will build on the skills acquired in the previous project and will expand into Artificial Intelligence (AI) technologies. The Company has developed AI software applications that require workers to learn how to integrate AI into legal applications. New products utilize Legal Chatbots to help Attorneys access files. Attorneys can interact with these chatbots through conversation or by typing queries, allowing them to access case files, billing information, and extensive digital resources. As digital device usage expands globally, there is an increasing demand for professionals capable of managing vast amounts of data. With the rise of artificial intelligence (AI), this project will provide the computer skills training necessary for Software Engineers to address business needs by having the technical knowledge to develop and maintain new systems for data processing.

Training will enhance the AI skills of the Software Engineering and Technical Staff. The curriculum covers advanced Microsoft BI training for the Software Engineering team. Each Software Engineer is required to complete at least 200 hours of technical training to become Microsoft Certified on BI requirements, focusing on areas such as Microsoft Business Intelligence Services, Microsoft Business Intelligence Suite, Computer Programming/Software Development, Database Development, System Architecture/Design and Tableau.

A senior-level Software Engineer will lead the training, which will be delivered in a classroom setting, supplemented by a software-simulated hands-on lab and E-Learning components. This training will help the Company better meet its customers' needs.

Training Plan

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

Business Skills: Training will be provided to all occupations and focus on Business Processes, Communication Skills, Product Knowledge and Team Building. All trainees will learn new business processes being implemented.

Computer Skills: Training will be provided to all occupations and focus on Application Support, Business Intelligence Services (Microsoft/Azure), Cyber Security, Database Development, Project Management Software and System Security.

Continuous Improvement: Training will be provided to all occupations and focus on Change Management Techniques, Operating Procedures and Root Cause Analysis. Improvements in these areas will help to reduce costs and improve software production.

Alternate Recordkeeping

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

Impact/Outcome

ETP training will help CCS provide staff with the skills necessary to customize services to its clients. Additionally, the proposed training will enable employees to develop the expertise required to adapt to and address unique customer demands.

Commitment to Training

CCS' annual CA training budget is approximately \$181,300 and includes AI technologies and includes introducing new training in AI technologies and enhanced training opportunities to all employees in a secure environment. ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

Training Infrastructure

The project will be overseen by the Chief Financial Officer, with support from the Human Resources department. An Administrative Coordinator will handle training logistics and ensure accurate record-keeping. Additionally, CCS has retained an administrative subcontractor to assist with project administration. Training will be delivered by in-house experts and vendors, as needed, for advanced technical software training.

Prior Projects

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

Contract No.	Term	Approved Amount	Payment Earned	
			\$	%
ET22-0112-000	08/23/21 - 08/22/23	\$253,000	\$154,790.00	(61%)
ET19-0333-000	12/17/18 - 09/14/21	\$280,800	\$255,684.00	(91%)

*ET22-0112: Due to the COVID-19 Pandemic, the Company was only able to earn 61% of the approved funding amount, equating to \$154,790 as trainees could not attend in-person classes. CCS has restructured and shifted much of its training to E-Learning. With this transition now complete, the company anticipates being able to deliver and document the volume of training sessions needed to earn 100% of the current funding request.

Subcontractors

Subcontractor Type	Subcontractor Name	City, State	Cost / %
Development	National Training Company, Inc.	Irvine, CA	\$8,000

Administrative	National Training Company, Inc.	Irvine, CA	13% of Earned Amount
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Training Subcontractors	City, State	Cost	Description of Service
To Be Determined	-	-	-

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Accounting
- Business Processes
- Communication Skills
- Customer Service
- Leadership
- Product Knowledge
- Team Building
- Time Management

Computer Skills

- Artificial Intelligence Legal Discovery
- Artificial Intelligence Case Management
- Application Support
- Automation of Routine Tasks
- Business Intelligence Services (Microsoft/Azure)
- Cloud Migration
- Cybersecurity
- Database Development
- Enterprise Resource Planning Systems
- Hardware Applications
- Legal Chatbots
- Microsoft Office (Intermediate/Advanced)
- Mobile Artificial Intelligence Systems
- Project Management Software
- Server Administration
- Software Development
- System Architecture
- System Security

Continuous Improvement Skills

- Change Management Techniques
- Creating a Leadership Vision
- Goal Setting
- Lean Process Procedures
- Mentoring for Success
- Operating Procedures
- Root Cause Analysis
- Testing Procedures



Training Proposal for:
California Institute of Arts and Technology Inc.
Contract Number: ET25-0126

Panel Meeting of: December 13, 2024

ETP Regional Office: San Diego

Analyst: L. Hughes

Project Profile

Contract Attributes:	Priority Rate Retrainee	Industry Sector(s):	MEC Construction Manufacturing Professional, Scientific, and Technical Services
		Priority Industry:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Statewide	Repeat Contractor:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Turnover Rate:	≤ 20%	Managers/Supervisors: (% of total trainees)	≤ 20%

Funding Detail

Program Costs	+	Support Costs	=	Total ETP Funding
\$448,000		\$31,200		\$479,200

In-Kind Contribution:	50% of Total ETP Funding Required	\$921,900
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Training Plan Table

Job No.	Job Description	Estimated No. of Trainees	Range of Hours			Average Cost per Trainee	Post-Retention Wage
			Class / Lab	CBT	Weighted Avg:		
1	Priority Rate Small Business Retrainee	160	8-200	0-0	100	\$2,995	\$27.00

*Post-Retention Wage is the Contractual Wage.

Published Minimum Hourly Wage by County:	
Job Number 1:	\$24.60 per hour for Alameda, Marin, San Mateo, Santa Clara and San Francisco Counties; \$24.25 per hour for Contra Costa County; \$23.15 per hour for Los Angeles County; \$22.72 per hour for San Diego County; and \$22.55 per hour for all other counties.
Health Benefits:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No This is employer share of cost for healthcare premiums – medical, dental, vision.
Used to meet the Post-Retention Wage?:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Health Benefits may be used to meet the Post-Retention Wage as follows:	
Job Number 1:	\$0.00

Wage Range by Occupation					
Occupations	Wage Range	Estimated number of trainees			
		Total	\$15 to \$20	\$20.01 to \$25	Over \$25.01
JOB NUMBER 1 - Priority Rate, Small Business, Retrainee					
IT Support Technician	\$27.00 - \$30.00	40	0	0	40
Network Support Technician	\$32.00 - \$40.00	47	0	0	47
Cloud Support Technician	\$34.00 - \$40.00	73	0	0	73

Introduction

Founded in 2008 and headquartered in National City, California Institute of Arts and Technology Inc. (CIAT) (<https://www.ciat.edu/>) is a technical college with IT programs designed to upskill the workforce. CIAT specializes in skill-based, career-focused courses across computer hardware, software, networking, cybersecurity, cloud administration, software development and data analytics. The College’s unique approach combines interactive online classes, flexible schedules, hands on training through “build your own” computer and networking kits and a one of a kind unlimited certification policy from top organizations such as CompTIA, Microsoft, Amazon Web Services, Cisco, and more. CIAT serves a diverse range of industries, including defense, manufacturing, construction, transportation, finance and healthcare.

Training is conducted at employer locations, through virtual learning platforms, and on-site at the College’s National City campus, providing flexible learning options to accommodate the needs of students and corporate partners. All courses are taught by experienced industry professionals who bring real-world expertise to the classroom. This is CIAT’s first ETP Contract.

Veterans Program

Although, this project does not include a Veterans component most participating employers (PE) recruit and employ Veterans

Project Details

Continuous training in IT and cybersecurity is vital for maintaining strong defenses against cyber threats, complying with regulations, and ensuring the resilience and competitiveness of a California company in the current digital environment. Investing in training is essential for IT professionals to remain relevant, effectively contribute to their organizations, and advance in their careers.

CIAT continually updates its training programs to meet the changing needs of participating employers. This proposal includes a curriculum focused on the latest advancements in computer operating systems, cloud administration, networking, and cybersecurity. ETP-funded training equips participating employers with the skills necessary to compete for, secure, and fulfill new business opportunities. This training is especially crucial for small businesses that may lack the internal resources to master complex software applications.

CIAT's security and network computer software courses listed in the Menu Curriculum requires 100 hours of training to complete. These courses may be combined in various ways to meet the needs of PE's. Courses may be customized or combined to support various certifications in areas such as computer technology, information systems, cloud administration, and network technology. These certifications encompass foundational knowledge, security, cloud services, and networking concepts to provide comprehensive technical training across multiple disciplines.

The CIAT administrative team works closely with each trainee to select the most appropriate course based on their technical skills and career goals. Trainees benefit from personalized onboarding and continuous support from a dedicated Student Success Advisor. A summary of the potential training, time commitment, earnings, and occupations associated with ETP trainees includes approximately 100 hours of instruction over a 10-week period, averaging 10 hours per week. Training consists of live lectures led by expert IT faculty, complemented by hands-on labs designed to build confidence in job-related skills. Trainees also receive physical PC and networking kits to enhance the virtual training experience, alongside access to virtual labs and advanced network simulations. Additionally, the program offers industry certification workshops, immersive boot camps, and certification test preparation software. Certification vouchers are provided with a unique unlimited certification attempt policy, and participants have access to live tutoring and academic assistance throughout the course.

Training Plan

The following training description outlines the incremental wage increases trainees may receive as they complete each certification with CIAT. Many PEs have noted that wage increases often align with annual performance reviews, taking into account skills gained, certifications achieved, and overall performance. Trainees are also set on a path for long-term growth, including tier advancements (e.g., IT Support Levels 1, 2, and 3), job title promotions, and progression toward higher-level certifications.

Wage Growth Timeline:

First Six Months: After completing training and earning certifications, many trainees may qualify for wage increases within the first six months. However, these raises can vary based on the employer's policies and the trainee's role. Expected increases can vary based on certifications, job responsibilities, and eligibility for promotion.

One-Year Mark: By the end of the first year, further wage progression is likely as trainees apply their new skills, gain experience, and pursue additional certifications. Some may also be promoted to advanced roles, resulting in further salary increases.

A breakdown of wage progression for each certification, including completion time, potential earning increase, and job opportunities are below:

CompTIA Network+

Completion Time: 10 weeks

Potential Earning Increase: \$60,773 annually / \$29.21 per hour

Potential Jobs: Network Technician, Network Support Specialist

CompTIA Security+

Completion Time: 10 weeks

Potential Earning Increase: \$83,000 annually / \$39.90 per hour

Potential Jobs: Cybersecurity Specialist, IT Security Analyst

Microsoft Azure Administrator

Completion Time: 5 weeks

Potential Earning Increase: \$75,719 annually / \$36.40 per hour

Potential Jobs: Cloud Support Technician, Cloud Administrator

AWS Certified Cloud Practitioner

Completion Time: 5 weeks

Potential Earning Increase: \$70,000 annually / \$33.65 per hour

Potential Jobs: Cloud Support Technician, Cloud Administrator

AWS Certified Solutions Architect

Completion Time: 5 weeks

Potential Earning Increase: \$90,000 annually / \$43.27 per hour

Potential Jobs: Cloud Support Technician, Cloud Solutions Architect

Cisco Certified Network Associate (CCNA)

Completion Time: 10 weeks

Potential Earning Increase: \$75,719 annually / \$36.40 per hour

Potential Jobs: Network Administrator, Network Engineer

CIAT is a private vocational college. Trainees in this ETP-funded program are exempt from tuition and fees. These trainees are part of a distinct group separate from CIAT's traditional student base, as each CIAT ETP course is a one-time, zero-cost training opportunity. This allows trainees to fully concentrate on acquiring the skills and certifications necessary for career growth without financial pressure. The ETP program enables trainees to enhance their skill sets

while allowing CIAT to continue its mission of supporting workforce development initiatives in the community.

The training funds ETP provides supports a structured approach to help ensure a gradual acquisition of skills and knowledge. CIAT's focus is on providing a premium-level education with practical, industry-relevant skills that prepare students for real-world success. PE's have selected single-topic 10-week training courses with support for one industry certification. This single-course, single-certification strategy allows employees to concentrate on one career advancement step at a time.

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

Computer Skills: Training will be offered to all occupations to improve employee skills and increase efficiencies. Training will include various computer platforms including Management and Developer Tools, CompTIA ITF+, CompTIA A+, CompTIA Network +, CompTIA Security+, Microsoft 365 Fundamentals, Microsoft Azure Administrator, CCNA and Windows Server to Azure Cloud Concepts.

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. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

- Training Infrastructure

CIAT has a training plan prepared and is ready to begin upon approval. The Vice President of Strategy Analytics, the Academic Partnerships Manager, and the Compliance Coordinator will oversee this project, alongside six Admissions Advisors and Academic Partnerships Liaisons who will provide administration. Staff will manage all aspects of the project, including employer recruitment, certification, and ETP documentation and reporting. Additionally, staff members will be assigned as needed to conduct employer assessments, schedule training sessions, and support marketing efforts.

Employer Demand

The core group of employers consists of six large employers and eight small businesses statewide, of which, all are priority industries. These employers have been determined to meet out-of-state competition.

Marketing and Support Costs

CIAT's marketing strategy utilizes various channels including affordable and accessible training programs designed to support career advancement goals. CIAT utilizes multiple scholarships,

including the Women in Tech scholarship and the Presidential Scholarship to support students in groups typically left behind in advancing STEM fields. CIAT reaches prospective employers through digital marketing, community partnerships, sponsored events, face-to-face interactions, and word-of-mouth referrals. The focus of CIAT’s marketing endeavors for this project is specifically aimed at employers rather than prospective trainees.

Upon qualification, eligible companies receive a certification statement and are guided through enrollment procedures for participation. Marketing activities persist throughout the duration of the Contract, prompting CIAT to request, with staff backing, an 8% allocation towards support costs.

Training Agency Certification

Training agency eligibility requires certification by an independent third-party, as required for the type of school and course of study. CIAT is approved by Accrediting Council for Continuing Education and Training, Bureau for Private Postsecondary Education, California Department of Education, U.S. Department of Veteran Affairs, and General Services Administration to provide computer software training.

Trainer Qualifications

Trainers are CIAT employees with professional experience in the industries participating in this training. No training will be provided by outside vendors.

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.

Subcontractors

Subcontractor Type	Subcontractor Name	City, State	Cost / %
Development	N/A	-	-
Administrative	N/A	-	-

Training Subcontractors	City, State	Cost	Description of Service
Not Applicable	-	-	-

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Computer Skills

Computer Fundamentals

- Intermediate Microsoft Word, Teams, Excel & PowerPoint for IT Professionals
- Document Management
- Data Entry
- Computer Storage Mechanisms
- Text-Formatting Techniques
- Graphics and Image Modification
- Integrating 3rd-Party Platform Images into Presentations

IT Fundamentals

- Anatomy of a Computer
- Recognize Databases
- Data Management
- Cloud Computing for IT Professionals
- Internet of Things Principles
- Subscription Based Supply Chain Solutions and Alternative Options for IT Professionals
- Use of Robotics in IT industry
- CIA Security Triad at Organizational Level
- Intrusion Detection System for Cybersecurity Attack
- Security Risk Assessments for Preventing Attacks

Computer Hardware Fundamentals

- Breaking Down and Rebuilding Computers for IT Professionals
- Troubleshooting Computer Hardware
- CPUs (Central Processing Unit)
- Understanding Motherboards for IT Professionals
- Understanding and Identifying Computer Memory Types for IT Professionals
- Understanding and Identifying Processors for IT Professionals
- Cooling Systems
- Expansion Card types
- Peripheral Cables and Connectors
- PC Ports
- Power Supplies
- Storage Issues and Troubleshooting
- Network Types and Components
- OSI (Open Systems Interconnect) Model 7 Layers
- Understanding TCP/IP for IT Professionals
- Public vs Private IP Addresses
- Wireless Networking Basics
- Overview of PC Network Services
- PC Virtualization Concepts

- Cloud Computing Basics
- Mobile Device Operation and Troubleshooting
- Laser Printing
- Network and Hardware Troubleshooting

Computer Operating Systems

- Operating System Basics
- Working with Operating Systems
- Windows Editions and Features
- Microsoft Command-Line and Control Panel
- Computer Applets
- Computer Power Management
- Computer Hardware Compatibility
- IP Address Configuration
- Operating System Security Considerations
- Operating System Troubleshooting, Scripting and Remote Access
- Operating System Upgrades and Installations
- Computer Working Safety, Documentation and Professionalism
- Malware Detection, Prevention and Removal
- Environmental Responsibility and Proper Disposal of E-Waste
- Ticketing Systems for User Support
- Software Privacy Policies and Licensing

Windows and Microsoft 365

- Application Management in Windows 11
- Windows Maintenance and Backup
- Creating Secure Accounts
- File and Device Management
- Network Connection and Shared Resource Management
- Protecting and Securing Windows
- Updating, Recovering, and Restoring Windows
- Linux and MAC OS Features, Functions and Tools
- Cloud Computing for Windows
- Cloud-Delivered and Alternative Operating Systems
- Desktop Personalization and Privacy

Windows Server to Azure Cloud Concepts

- Cloud Computing Fundamentals
- Cloud Models: Public, Private, Community and Hybrid
- IaaS (Infrastructure as a Service)
- PaaS (Platform as a Service)
- SaaS (Software as a Service)
- Microsoft Azure Fundamentals
- Core Architecture and Structure Requirements for Azure
- Managing Azure Processes for IT Professionals including AI, Security, Identity

Management and Developer Tools

- Scalability Cloud Benefit

- Big Data Solutions, Use Cases and Pipeline Tools
- Data Analytics in Azure
- Development Security Operations
- Development Test Labs and Development Operations (Software Practice)
- Azure Monitoring Techniques

Microsoft Azure Cloud Administrator

- Azure Identity using Active Directory
- Azure Governance and Compliance
- Azure Administration and Storage
- Azure Resource Manager
- Virtual Machines for Azure
- Serverless Computing
- Virtual Networking
- Intersite Connectivity
- Network Traffic Management
- Azure Data Protection
- Azure System Monitoring Techniques

Amazon Web Services – Certified Cloud Practitioner

- AWS Cloud Concepts
- AWS Cloud Architecture Design Principles
- AWS Shared Responsibility Model
- AWS Cloud Security and Compliance
- AWS Cloud Costs, Economics and Billing Practices
- AWS Storage and Computer Nodes
- AWS Global Infrastructure
- AWS Access Management Capabilities
- AWS Networking and Use Cases

Networking Fundamentals, Part 1 and Part 2

- Cabling Standards, Cable Types and Wireless Media Channels
- TCP/IP Protocol Suite (internet Model) layers
- Network Cloud Computing
- Analog & Digital Data Transmission Signals
- Network Encoding Schemes
- Network Contention-Based Protocols
- APIs (Application Programming Interface)
- Data Link Frames and Components
- Network Noise and Signal Error Detection and Control
- Wired and Wireless Local Area Networks
- Access Control Method by Wireless LANs
- Network System and Software
- Modern Internet and common network applications
- Internet Protocol (IP)
- Network Risk, Security & Compliance
- Wide Area Networks
- Connecting Networks and Resources

- Network Design and Management
- Ethernet Standards
- IAM (Identity and Access Management) Tools
- AAA Framework: Authentication, Authorization and Accounting

Network Security, Part 1 and Part 2

- Cybersecurity Management
- Cybersecurity Training
- Cybersecurity Blueprint
- Top-Down and Bottom-Up Implementation Approaches
- Data Protection and Responsibilities
- Enterprise Information Security Policy (EISP)
- Issue-Specific Security Policy (ISSP)
- Systems-Specific Policy (SysSP)
- (Cyber) Security Education, Training, and Awareness Program (SETA)
- Malware Defense techniques
- Cybersecurity Risk Management
- Password Management
- Incident Response and Contingency Planning
- Disaster Recovery
- Cybersecurity Crisis Management
- Legal and Ethical Issues in Cybersecurity
- Cybersecurity Workforce Analysis
- Cybersecurity Risk Appetite
- Access Control Mechanisms in Information Systems
- Authentication Methods
- Biometrics
- Firewall Technologies
- Virtual Private Networks (VPNs)
- Intrusion Detection and Prevention Systems
- Cyber Honeypots
- Virtual Machines for Cybersecurity
- Cryptography
- Symmetric Encryption
- Cybersecurity Project Environment
- Planning for Cybersecurity Maintenance
- Vulnerability Assessment

Cisco Certified Network Associate (CCNA), Part 1 and Part 2

- Implementing Ethernet LANs (local area network)
- Implementing VLANs (virtual local area network)
- STP (Spanning Tree Protocol)
- IPv4 Addressing and Routing
- Device Access Control via Local Passwords
- OSPF (Open Shortest Path First)
- Wireless LANs (local area network)
- IP Access Control Lists
- Cisco Security Protocols and Procedures

- IP Services for Cisco
- Cisco Network Architecture and Automation
- OSI (Open Systems Interconnection) Model

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: CA Institute of Arts and Technology
Reference No: 24-0419

CCG No.: ET25-0126
Page 1 of 4

ALPHABETIZE BY COMPANY NAME

Company: Datatech	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 4910 E. Clinton Way, Ste. 103	
City, State, Zip: Fresno, CA 93727	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 4	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 25	
Total # of full-time company employees in California: 25	
Company: Digital Watchdog	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 16220 Bloomfield Ave.	
City, State, Zip: Cerritos, CA 90703	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 10	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 200	
Total # of full-time company employees in California: 80	
Company: EMR CPR LLC	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 32970 Alvarado Niles Rd., Suite 736	
City, State, Zip: Union City, CA 94587	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 50	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 750	
Total # of full-time company employees in California: 200	
Company: Famous Software	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 8070 N. Palm Ave., Suite 101	
City, State, Zip: Fresno, CA 93711	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 5	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 75	
Total # of full-time company employees in California: 75	

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: CA Institute of Arts and Technology	CCG No.: ET25-0126
Reference No: 24-0419	Page 2 of 4

Company: First Media US	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 3550 Wilshire Boulevard, Suite 201	
City, State, Zip: Los Angeles, CA 90010	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 2	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 260	
Total # of full-time company employees in California: 260	

Company: GDIT (General Dynamics Information Technology)	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 677 Anita St.	
City, State, Zip: Chula Vista, CA 91911	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 25	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 30,000	
Total # of full-time company employees in California: 815	

Company: IONIS Pharmaceuticals	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 2855 Gazelle Court	
City, State, Zip: Carlsbad, CA 92010	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 6	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 925	
Total # of full-time company employees in California: 750	

Company: M Cubed Technologies	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 1170 W. Shaw Ave, Suite 100	
City, State, Zip: Fresno, CA 93704	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 9	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 93	
Total # of full-time company employees in California: 93	

Participating Employers in Retrainee Multiple Employer Contracts

Self-reported listing of potential employers participating in the contract

Contractor's Name: CA Institute of Arts and Technology
Reference No: 24-0419

CCG No.: ET25-0126
Page 3 of 4

ALPHABETIZE BY COMPANY NAME

Company: McMillian IT Engineering Systems Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 7447 N Palm Bluffs Ave., Suite 101	
City, State, Zip: Fresno, CA 93711	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 8	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 19	
Total # of full-time company employees in California: 19	
Company: Performance Consulting	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 150 El Camino Real, Suite 130	
City, State, Zip: Tustin, CA 92780	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 4	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 10	
Total # of full-time company employees in California: 10	
Company: Ricoh USA Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 17075 Camino San Bernardo, Suite 200	
City, State, Zip: San Diego, CA 92127	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 18	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 80,000	
Total # of full-time company employees in California: 10,000	
Company: Sebastian Communications	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 7600 North Palm Ave.	
City, State, Zip: Fresno, CA 93711	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 11	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 350	
Total # of full-time company employees in California: 350	

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: CA Institute of Arts and Technology
Reference No: 24-0419

CCG No.: ET25-0126
Page 4 of 4

Company: Two Hands Technology	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 900 Canterbury Pl., Ste. 310-9	
City, State, Zip: Escondido, CA 92025	
Collective Bargaining Agreement(s) :N/A	
Estimated # of employees to be retrained under this Contract: 2	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 8	
Total # of full-time company employees in California: 8	
Company: Young Technologies	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 2665 N Air-Fresno Drive - Suite 111	
City, State, Zip: Fresno, CA 93727	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 6	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 8	
Total # of full-time company employees in California: 8	



Training Proposal for:

**Crescent Hotels & Resorts, LLC dba Doubletree by Hilton
Berkeley Marina**

Contract Number: ET25-0165

Panel Meeting of: December 13, 2024

ETP Regional Office: San Francisco Bay Area

Analyst: S. Wang

PROJECT PROFILE

Contract Attributes:	Priority Rate Retrainee	Industry Sector(s):	Services Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Alameda	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Unite Here Local 2		
Number of Employees in:	CA: 175	U.S.: 175	Worldwide: 175
<u>Turnover Rate:</u>	9%		
<u>Managers/Supervisors:</u> (% of total trainees)	11%		

FUNDING DETAIL

In-Kind Contribution
\$278,000

Total ETP Funding
\$235,200

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. Improv. Mgmt. Skills	94	8-200	0	\$1,400	\$24.60
				Weighted Avg: 50			
2	Retrainee Priority Rate	Business Skills, Computer Skills, Cont. Improv. Mgmt. Skills	74	8-200	0	\$1,400	\$24.60
				Weighted Avg: 50			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: \$24.60 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 of health benefits may be used to meet the Post-Retention Wage for Job Number 1.
 Up to \$6.35 per hour of health benefits 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.

Current Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1		
Accounting Staff	\$23.95 - \$26.95	1
Engineering Staff	\$22.77 - \$25.00	4
	\$25.01 - \$26.77	2
Front Office Staff	\$22.19 - \$24.77	13
Housekeeping	\$22.10 - \$23.19	48
Human Resource	\$23.00 - \$26.70	1
Managers / Supervisors	\$23.28 - \$25.00	3
	\$25.01 - \$60.00	12
	\$60.01 - \$112.54	4
Sales and Marketing Staff	\$24.70 - \$25.00	3
	\$25.01 - \$47.72	3
Job Number 2		
Food and Beverage	\$18.25 - \$20.00	20
	\$20.01 - \$23.66	54

INTRODUCTION

Founded in 2001 and headquartered in Fairfax (Virginia), Crescent Hotels & Resorts, LLC dba Doubletree by Hilton Berkeley Marina (Crescent) (www.crescenthotels.com) manages over 120 hotels and resorts in the United States and Canada. The Company is approved to operate under hotel brands such as Marriott, Hilton, IHG, and Hyatt. Crescent is the parent company of Doubletree by Hilton Berkeley Marina that is seeking funding under this proposal. ETP-funded training will be delivered at the hotel's location in Berkeley.

Crescent is a hotel catering to tourists and business travelers from across the globe. The hotel has guest rooms, conference/convention facilities, a full-service restaurant, and other amenities.

This will be Crescent's third ETP Contract, its second in the last five years. Its previous ETP Contracts were under the hotel's previous parent company, Pyramid Berkeley Management LP. In its previous project, training assisted with the hotel's transformation to a 4-Diamond rated hotel with training on updated equipment and services.

Veterans Program

Even though there is not a separate Veterans' Job Number, the Company encourages the hiring of veterans.

Union Support

Engineer Staff, Housekeeping, Food and Beverage, and Front Office Staff are represented by Unite Here Local 2. The union has submitted a letter of support for this training project.

PROJECT DETAILS

ETP-funded training for this proposal will be a continuation of training provided in the previous ETP Contract. During the previous project, the COVID-19 pandemic occurred that caused hotel services to be curtailed, the restaurant was closed, and some hourly employees were put on part-time. Now with the hotel industry back to normal operation, Crescent needs to reinvest in employee skills and professionalism to ensure all staff members provides the highest level of service to customers.

Additionally, the kitchen and dining room was remodeled in 2023 with new equipment and software upgrades. Old air conditioners, refrigerators, and other kitchen appliances were replaced with new modern technologies. Food and Beverage staff will need to learn to use the equipment and appliances to ensure efficient communication and operation from kitchen to the dining room. Engineers will also need training on the new air conditioners, refrigerators, and kitchen appliances in case they need to be fixed.

Training Plan

Training will be conducted using Class/Lab and E-Learning delivery methods in the following:

Business Skills: This training will be offered to all occupations on course topics such as Business Processes, Guest Service Skills, Negotiating Skills, and Hospitality and Communication Skills.

Computer Skills: This training will be offered to all occupations on course topics such as Computer Application Skills, Procurement Software, Point of Sales Application, and Tablet Technology and Application Skills.

Continuous Improvement: This training will be offered to all occupations on course topics such as Critical Thinking Skills, Problem Solving and Resolution, and Team Building Skills.

Management Skills: This training will be offered to Managers/Supervisors on course topics such as Change Management, Accountability and Taking Responsibility, and Conflict Resolution.

Commitment to Training

The Company has an annual training budget of approximately \$240,000 in California. The training budget includes new-hire orientation, basic customer service, basic computer skills, OSHA-mandated training, and sexual harassment prevention. ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

Crescent's Director of People and Culture (dedicated administrator) will oversee the project. Additionally, the hotel has a designated HR Assistant to help schedule training and collect ETP rosters. Training will be delivered using internal trainers and training vendors, if needed. It has also retained a third-party subcontractor to assist in administrative duties and will work with management to fully comply with ETP's requirements.

Impact/Outcome

Even though staff will not receive training certifications, the impact will be that staff will be able to perform the job task more efficiently. Staff will be able to perform a multitude of new functions and will be more valuable as team members.

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 \$ %
ET19-0354	Berkeley	12/17/18 – 12/11/21	\$181,125	\$135,844 (88%)

DEVELOPMENT SERVICES

Crescent retained National Training Company North in Middleton to assist with development of this proposal for a flat fee of \$10,000.

ADMINISTRATIVE SERVICES

National Training Company North 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

- Business Processes
- Dealing With Difficult People
- Guest Service Skills
- Hospitality and Communication Skills
- Identifying / Meeting Guest Needs
- Communication and Interpersonal Skills
- Negotiating Skills
- Operating Procedures
- Putting The Guest First
- Resolving Guest Complaints
- Service Values

Computer Skills

- Computer Application Skills
- Accounting Skills
- Procurement Software
- Customer Information Skills
- Internal Customer Applications
- MS Office (Intermediate and Advanced)
- Point of Sales Applications
- Reservation Systems
- Sales Reports & Scheduling Software
- Smartphone Technology and Application Skills
- Tablet Technology and Application Skills

Continuous Improvement

- Critical Thinking Skills
- Measuring for Success
- Problem Solving and Resolution
- Standard Work Procedures
- Team Building Skills

Management Skills (Managers/Supervisors/Leads Only)

- Accountability & Taking Responsibility
- Change Management
- Coaching & Mentoring
- Communication Skills
- Conflict Resolution
- Empowerment
- Motivation
- Relationship Building
- Teamwork



UNITE HERE!

January 24, 2024

Employment Training Panel
1100 J Street
Sacramento, CA 95814

Dear Panel Members,

We understand that DoubleTree by Hilton Berkeley Marina, ETP Application #20214011, is requesting ETP funding. The proposed training plan for specified members has our support. Following are the approximate number of trainees for the following occupations which will be participating in the project: 6 Engineers, 48 Housekeepers, 74 Food and Beverage workers, and 13 Front Office employees.

ETP EXHIBIT E

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

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

Sincerely,

A handwritten signature in black ink, appearing to read 'Anand Singh'.

Anand Singh
President

Anand Singh
President

Tina Chen
Secretary-Treasurer

Yulisa Elenes
Vice-President

Chito Cuellar
Vice-President





Training Proposal for:
East County Economic Development Council
Contract Number: ET25-0194

Panel Meeting of: December 13, 2024

ETP Regional Office: San Diego

Analyst: P. Duarte

Project Profile

Contract Attributes:	Priority Rate Retrainee	Industry Sector(s):	MEC Manufacturing
		Priority Industry:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	San Diego, Imperial	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input 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
\$602,000		\$41,500		\$643,500

In-Kind Contribution:	50% of Total ETP Funding Required	\$602,000
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Training Plan Table

Job No.	Job Description	Estimated No. of Trainees	Range of Hours			Average Cost per Trainee	Post-Retention Wage
			Class / Lab	CBT	Weighted Avg:		
1	Priority Rate Retrainee	500	8-200	0-0	43	\$1,287	\$22.55

*Post-Retention Wage is the Contractual Wage.

Published Minimum Hourly Wage by County: Job Number 1: \$22.72 for San Diego County, \$22.55 for Imperial County
Health Benefits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No This is employer share of cost for healthcare premiums – medical, dental, vision.
Used to meet the Post-Retention Wage?: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Health Benefits may be used to meet the Post-Retention Wage as follows: Job Number 1: \$2.50

Wage Range by Occupation					
Occupations	Wage Range	Estimated number of trainees			
		Total	\$15 to \$20	\$20.01 to \$25	Over \$25.01
JOB NUMBER 1 - Priority Rate, Retrainee					
Manufacturing Staff	\$20.05 - \$45.00	225	0	100	125
Operations Staff	\$20.05 - \$45.00	95	0	50	45
Administration Staff	\$20.05 - \$45.00	68	0	24	44
Production Staff	\$20.05 - \$45.00	82	0	13	69
Logistics Staff	\$20.05 - \$45.00	30	0	6	24

Introduction

Founded in 1983 and headquartered in El Cajon, East County Economic Development Council (ECEDC) (<https://eastcountyedc.org/>) is an alliance of key representatives from business, community, education, government, and industry leaders in San Diego’s East County region. ECEDC is a center-based organization that promotes business activity in the cities of El Cajon, La Mesa, Lemon Grove, Santee and San Diego’s East County unincorporated areas.

ECEDC hosts the Small Business Development Center (SBDC) to serve the small businesses in the area. The SBDC provides services such as Business Plan Assistance, Financial Analysis, and training sessions in customer service and business planning. In addition, ECEDC, understands that a vibrant and resilient small- and medium- sized manufacturing base is critical to the local and state economies. The Council’s main priorities are to establish a fluid, skilled workforce pipeline by serving as the advanced manufacturing sector liaison between the industry and education sectors in San Diego. In furtherance of these efforts, the ECEDC serves over 500 local manufacturers through community outreach including quarterly manufacturing mixers and an annual Manufacturing Expo.

Moreover, ECEDC facilitates business collaboration and supports efficient supply chains through Connectory.com, an online database that contains detailed capability profiles of United States industrial and technology companies. ECEDC is also a subcontractor on the California Governor's Office of Planning and Research federal grant to carry out a cybersecurity labor market analysis program as a part of the California Advances Supply Chain Analysis and Diversification Effort to foster supply chain resiliency for defense spending. Through its SBDC, it delivers cybersecurity resources to improve resiliency of small businesses and provides work-based learning opportunities that prepare the cybersecurity workforce for real-world employment.

Veterans Program

Although there is not a dedicated Veterans job number for this project, ECEDC encourages Veterans recruitment to participating employers. ECEDC partners, attends and sits on committees that serve local veterans for business and workforce needs. Organizations include Veteran East County Alliance, San Diego Veteran Employment Committee, Vet Powered, San Diego Veteran Coalition and Workshop for Warriors.

Project Details

ECEDC works closely with employers, education organizations, workforce developers and other community leaders to address and ensure that workforce demands are taken into account and met through developed training programs. Through these employer engagement opportunities, local manufacturers have expressed the need for training to upgrade the skillsets for incumbent workers. Furthermore, through its current ETP Contract, ECEDC discovered the demand for training resources far exceeded the initial training budget allocation.

This training project will help upgrade employee's skill sets, help participating employers keep pace with the market demands and allow for growth and expansion while remaining competitive with companies out-of-state and overseas.

The curriculum is based on needs in the manufacturing industry and feedback from participating employers. Class/Lab and E-Learning training will provide foundational and theoretical knowledge leading to improved skills. Training will also include a simulated lab setting to support trainees in becoming proficient in work processes and equipment operation required for successful employment. While in the laboratory setting, trainees will be overseen by subject matter experts, experienced in the Company's manufacturing processes. In addition, a cybersecurity component is included to meet the needs of employers in this critical area. This cybersecurity training also complements the statewide initiatives and will be provided by ECEDC's internal experts.

Training Plan

Training will be provided at the employers' facilities via Class/Lab and E-Learning in the following:

Business Skills: Training will be provided to all occupations and include Communication Skills, Customer Service, Product Design and Conflict Resolution. Training will equip trainees with the skills to effectively and efficiently maintain business operations.

Computer Skills: Training will be provided to all occupations and include Enterprise Management Systems, Shop Floor Computer Basics, JobBoss Software and knowledge and awareness in the Cybersecurity.

Continuous Improvement: Training will be provided to all occupations and will focus on warehouse and manufacturing operations. Training topics include Quality Control, Process Improvement and LEAN Manufacturing.

Hazardous Materials (HazMat): Training will be provided to Manufacturing, Production and Operation Staff. Trainees will learn topics such as Hazardous Material Communications, Hazardous Analysis and Critical Control Point.

Manufacturing Skills: Training will be offered to Manufacturing, Production and Operation Staff and will include CNC Machining, Equipment Operations, Blueprint Reading, Production Operations and Maintenance Procedures.

Certified Safety Training

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

Impact/Outcome

At the conclusion of training under this project, ECEDC anticipates the following outcomes as a result of training: meeting industry and customer demands, competent workforce, opportunities for market expansion, increased wages, employee advancement, and long term career paths.

Commitment to Training

Training varies by participating employers, however is job specific and company-wide and includes sexual harassment prevention, safety, legal compliance, product knowledge and on-the-job 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 CEO and HR administrative team. Training will be provided by in-house experts from each participating employer and vendor as needed. ECEDC will use a project management system which will allow ECEDC to breakdown the project by task, develop a schedule for completion, and strategize follow-up with trainees to ensure completion.

Marketing and Support Costs

ECEDC recruits employers through outreach by attending manufacturing and other events. The Council also applies marketing tactics that include mail, email, website, social media posts, employer group events, one-on-one meetings with potential targeted employers and surveying current ECEDC members.

In addition, ECEDC collaborates with government, community-based organizations, partner organizations and businesses to promote the program. These organizations include Workforce Development Boards, San Diego Workforce Partnership and Americas Job Center of California, Grossmont Union High School District, Grossmont-Cuyamaca Community College District, San Diego-Imperial County Community College Association, Great San Diego Chamber, San Diego Veterans Coalition, San Diego Military Advisory Council, United Way of San Diego and many others.

ECEDC requests 8% support costs for outreach, recruitment of trainees and participating employers. Support costs will be used to assess employer specific job training requirements throughout the term of the project.

Trainer Qualifications

Training will be delivered by in-house experts from each participating employer at its own facilities and who have over two years of experience in the related curriculum courses, including HazMat and Safety Skills.

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.

Alternate Recordkeeping

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

Active Projects

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

Contract No.	Approved Amount	Term	No. Trainees (Estimated)	No. Retained	Potential Earnings (Based on Tracked Hours) (\$ %)
ET24-0177	\$118,080	08/28/23 - 08/27/25	120	0	\$118,080 (100%)

Total number of hours tracked is 4,4960.5 hours for potential earnings of \$118,080 (100% of approved amount). ECEDC has completed training and has submitted their final payment and closeout invoice on 10/17/24.

Prior Projects

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

Contract No.	Term	Approved Amount	Payment Earned \$ %
ET20-0163-000	12/31/19 - 03/30/22	\$239,675	\$18,279.12 (8%)

The ECEDC was unable to perform at 100% due to various reasons. In March 2020, the Council's training and employment practices were significantly impacted by the multiple constraints the COVID-19 pandemic placed on in-person learning, including its manufacturing partner's requirement to comply with nationwide shutdowns. The Council was unable to switch to virtual learning since students needed practical hands-on machine experience in order to become eligible for certifications. By the time the Council was permitted to begin in-person training, many former students had already gained employment and the ETP Contract term had reached its end date. ECEDC is dedicated to a successful project conclusion with its HR administrative staff and has invested in a project management software program to streamline multi-step workflows for all of its participating firms as the economy has resumed its normal operations.

Subcontractors

Subcontractor Type	Subcontractor Name	City, State	Cost / %
Development	N/A	-	-
Administrative	N/A	-	-

Training Subcontractors	City, State	Cost	Description of Service
Not Applicable	-	-	-

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Accounting and Finance
- Accounting Process
- Improvement Behavior Strategies/Styles To Improve Teamwork
- Budgets
- Business Administration Business Analysis And Goal Setting
- Business Performance Business Plans Business
- Process Re-Engineering Business Writing And Grammar
- Communication Skills
- Contract Management
- Cost Control
- Creative Problem Solving & Innovative Solutions
- Customer Service
- Effective Meeting Skills
- Facilitation Skills
- Financial Analysis And Management
- Financial Strategies
- Hazard Analysis & Critical Control Point (HACCP)
- Health Insurance Portability and Accountability Act (HIPAA)
- Compliance Implementing A Plan
- Industry Advancement Program (Claims Management)
- Internet Marketing
- Interpersonal Skills
- Inventory Control
- Marketing
- Marketing & Product Knowledge
- Negotiating
- Order Entry and Processing
- Organization and Time Management Skills
- Outsourcing Management
- Payroll Systems
- Payroll Systems, Accounting
- Presentation Skills
- Product Design
- Product Engineering
- Project Management
- Purchasing
- Relationship Building Through Sales & Service
- Sales Strategies & Skills
- Supervisor Training
- Strategic Planning
- Conflict Resolution

- Planning and Organization
- Product Knowledge
- Retaining Customers
- Motivation Skills
- Effective Supervision

Computer Skills

- Cybersecurity
- Enterprise Management Systems
- Enterprise Resource Planning
- Google Classroom Training
- Google G Suite Intermediate/Advanced MS Office (Word, Excel, PowerPoint)
- Quickbooks Advance
- Shop Floor Computer Basics
- Website Development
- AutoCad
- Inventory/Purchasing Software System
- JobBoss Software
- Payroll Software Systems
- CAD/CAM
- Smart Draw/Visio Wireless
- Networking Administration

Continuous Improvement Skills

- Adapting to Change
- Benchmarking
- Coaching & Giving/Receiving Feedback
- Communication Skills/Communicating Effectively
- Conflict Resolution
- Continuous Improvement Technique
- Coordination of Care
- CORE Measures
- COVID 19 Return to Work Protocols
- Creating & Building Teamwork
- Crisis Prevention Intervention
- Critical Thinking Skills
- Customer Relations / Identifying Customer Needs
- Dealing with Conflict/Difficult Attitudes
- Decision Making
- Discharge planning
- Documentation Skills
- First Responder Training
- Implementing Solutions
- Interpreting and Analyzing Data
- ISO 9000 Overview
- Kaizen Leading Others / Role of the Lead
- Leadership Skills
- LEAN Manufacturing

- Six Sigma
- Meeting for Results
- Motivating Others
- Optimal Operating Methods
- Organizing for Total Quality Management
- Organizational Roles & Personality Styles
- Organizing and Setting Goals for Workflow
- Performance and Quality Improvement
- Planning
- Private Label Communication
- Problem-Solving
- Procedure Skills
- Process Improvement
- Process Mapping
- Production Workflow Improvement
- Pull System
- Quality Control
- Quality Management Systems
- Reporting
- Setting Standards
- Social Media and the Specialty Retailer
- Statistical Process Control Concepts, Theory, Application
- Supply Chain Management
- Taking Ownership
- Team Problem Solving
- Technology, Innovation and Invention
- Time Management & Delegation
- Total Quality Management Principles
- Train-the-Trainer
- Using Behavior Styles
- Visual Factory
- Workflow/Measurement
- Root Cause Analysis
- Improving Workflow
- Eliminating Waste
- 5S (Lean Thinking and Methods)
- Process Capability
- Process and Change Implementation Practice

Hazardous Materials Skills

- Hazardous Material Handling and Disposal
- Hazardous Material Communication
- Hazard Analysis and Critical Control Point (HACCP) Training

Manufacturing Skills

- Assembly Procedures
- Assembly Process Control
- Blueprint Reading

- CNC Machining
- Equipment Operations
- Equipment Repair and Maintenance
- Forklift Operation and Control
- Good Manufacturing Practices
- Job Instruction/Analyzing Jobs For Efficiency
- Lock Out, Tag Out
- Machine Operations/Repair/Troubleshooting
- Maintenance Procedures
- Maintenance Troubleshooting
- Manufacturing Practices
- Operations & Processes
- Production Operations
- Pesticides / Cross Contamination
- Shop Math
- Standard Operating Procedures
- Warehousing Operations & Distribution

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: East County Economic Development Council
Reference No: 24-0546

CCG No.: ET25-0194
Page 1 of 3

ALPHABETIZE BY COMPANY NAME

Company: American Lithium Energy Corporation	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 2261 Rutherford Road	
City, State, Zip: Carlsbad, CA 92008	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 10	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 30	
Total # of full-time company employees in California: 30	
Company: Deering Banjo	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 3733 Kenora Dr.	
City, State, Zip: Spring Valley, CA 91977	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 22	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 27	
Total # of full-time company employees in California: 27	
Company: Mavericks Manufacturing Partners	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 2245 Enterprise St. #150	
City, State, Zip: Escondido, CA 92029	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 3	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 6	
Total # of full-time company employees in California: 6	
Company: RCP Block Brick	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 8240 Broadway	
City, State, Zip: Lemon Grove CA 91945	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 25	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 70	
Total # of full-time company employees in California: 70	

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: East County Economic Development Council	CCG No.: ET25-0194
Reference No: 24-0546	Page 2 of 3

Company: Senior Aerospace Ketema	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 790 Greenfield Dr.	
City, State, Zip: El Cajon, CA 92021	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 150	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 250	
Total # of full-time company employees in California: 250	

Company: Sunrez Corporation	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 392 Coogan Way	
City, State, Zip: El Cajon, CA 92020	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 8	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 15	
Total # of full-time company employees in California: 15	

Company: Taylor Guitars	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 1980 Gillespie Way	
City, State, Zip: El Cajon, CA 92020	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 120	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 1,200	
Total # of full-time company employees in California: 500	

Company: Toor Knives	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 1488 Pioneer Way, Suite #4	
City, State, Zip: El Cajon, CA 92020	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 30	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 31	
Total # of full-time company employees in California: 31	

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: East County Economic Development Council	CCG No.: ET25-0194
Reference No: 24-0546	Page 3 of 3

Company: Veridiam Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 1717 N. Cuyamaca St.	
City, State, Zip: El Cajon, CA 92020	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 22	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 27	
Total # of full-time company employees in California: 27	

Company: Vortex Engineering LLC	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 9425 Wheatlands Ct.	
City, State, Zip: Santee, CA 92071	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 11	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 25	
Total # of full-time company employees in California: 25	



Training Proposal for:

G3 Enterprises, Inc.

Contract Number: ET25-0161

Panel Meeting of: December 13, 2024

ETP Regional Office: Sacramento

Analyst: C. Kaiser

Project Profile

Contract Attributes:	HUA Priority Rate Retrainee	Industry Sector(s):	Manufacturing	
		Priority Industry:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Counties Served:	Contra Costa, El Dorado, Fresno, Merced, Napa, San Joaquin, Sonoma, and Stanislaus	Repeat Contractor:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No UFCW Internation Union, Wine, Distillery & Allied Workers - Local 186D			
Number of Employees in:	CA: 683	U.S.: 769	Worldwide: 769	
<u>Turnover Rate:</u>	11%			
<u>Managers/Supervisors:</u> (% of total trainees)	19%			

Funding Detail

In-Kind Contribution
\$300,000

Total ETP Funding
\$208,992

Training Plan Table

Job No.	Job Description	Estimated No. of Trainees	Range of Hours			Average Cost per Trainee	Post-Retention Wage
			Class / Lab	CBT	Weighted Avg:		
1	Priority Rate Retrainee	311	8-200	0-1.5	24	\$672	\$22.55

*Post-Retention Wage is the Contractual Wage.

Published Minimum Hourly Wage by County:

Job Number 1: \$22.55 per hour for El Dorado, Fresno, Merced, Napa, San Joaquin, Sonoma, and Stanislaus Counties; \$24.25 per hour for Contra Costa County.

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

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

Health Benefits may be used to meet the Post-Retention Wage as follows:

Job Number 1: \$2.50

Wage Range by Occupation					
Occupations	Wage Range	Estimated number of trainees			
		Total	\$15 to \$20	\$20.01 to \$25	Over \$25.01
JOB NUMBER 1 - Priority Rate, Retrainee					
Recoup Operator	\$20.05 - \$24.47	20	0	20	0
Label Operator - N6-9	\$20.05 - \$28.00	28	0	11	17
Press Assistant-TAPP	\$20.87 - \$25.00	5	0	5	0
Forklift Driver	\$21.92 - \$29.62	50	0	25	25
Level 1 Operator	\$23.26 - \$23.26	1	0	1	0
Web Press Operator 2-TAPP - N8-9	\$25.24 - \$37.50	7	0	0	7
Analyst	\$26.00 - \$43.00	15	0	0	15
Level 2 Operator	\$26.77 - \$26.77	4	0	0	4
Transportation Planner	\$28.00 - \$42.00	20	0	0	20
Label Operator - N10-13	\$29.23 - \$37.00	24	0	0	24
Level 3 Skilled Operator	\$31.12 - \$31.12	2	0	0	2

Wage Range by Occupation					
Occupations	Wage Range	Estimated number of trainees			
		Total	\$15 to \$20	\$20.01 to \$25	Over \$25.01
Team Leader	\$32.20 - \$50.00	25	0	0	25
Account Manager	\$32.21 - \$48.27	18	0	0	18
Level 4 Advanced Operator	\$34.00 - \$34.00	41	0	0	41
Web Press Operator-TAPP - N11-12	\$34.97 - \$49.95	14	0	0	14
Level 5A Lead Operator	\$35.56 - \$35.56	7	0	0	7
Process Leads	\$37.40 - \$37.40	2	0	0	2
Level 8 Mechanic	\$42.96 - \$42.96	1	0	0	1
Manager	\$47.12 - \$68.00	15	0	0	15
Level 9 Mechanic	\$47.19 - \$47.19	12	0	0	12

Introduction

Founded in 1992 and headquartered in Modesto, G3 Enterprises, Inc. (G3) (www.g3enterprises.com) markets and manufactures closures and labels for cans and bottles and offers logistics, warehousing, commercial real estate leasing, and ag hauling. G3's customers are local wineries including Gallo, Wine Group, Bronco, and Delicato. Training will take place at the Company's locations in Acampo, American Canyon, Byron, El Dorado, Fresno, Healdsburg, Livingston, Modesto, and Napa. This is G3's first ETP Contract.

Veterans Program

Although the Company hires Veterans, they do not actively track the amount of Veterans at this time.

Union Support

Level 1 Operators, Level 2 Operators, Level 3 Skilled Operators, Level 8 Mechanics, Level 9 Mechanics, Level 4 Advanced Operators, Level 5A Lead Operators, and Process Leads are represented by UFCW Wine, Distillery & Allied Workers, Local 186D. The union has submitted a letter of support for this training project.

Project Details

G3 will focus training all occupations on the new Enterprise Warehouse Management (EWM) Software and Salesforce. Training will provide staff the knowledge needed to properly use the software and insure a smooth transition to the new platform across all locations. The Company is also experiencing an influx of employees retiring and are currently ramping up cross training in areas such as Maintenance and Equipment Operations for current employees interested in upskilling and promoting within the Company. Managers are also retiring and G3 will offer leadership training to newly hired managers and current employees promoted to managers. Cross training and leadership training will provide all occupations with the knowledge on how to operate, troubleshoot, and maintain the equipment on the production lines and properly manage high performance teams.

Training will help expansion into new markets. additional clients, ensures G3's long term success, and maintains long term employee retention.

Training Plan

Training will be delivered via Class/Lab, CBT, and E-Learning delivery methods. In-house experts and vendors as needed in the following:

Business Skills: Training will be offered to all occupations and will provide the skills to effectively and efficiently maintain business operations. Training topics include Finance, Accounting and Marketing.

Computer Skills: Training will be offered to all occupations and will focus on software for tracking goods, purchase orders and internal software. Training topics include EWM Software.

Continuous Improvement: Training will be offered to all occupations and will focus on eliminating waste and improving processes. Training topics include Green Belt, Leadership and Lean Practitioner.

Manufacturing Skills: Training will be offered to all occupations and will focus on production and plant services. Training topics include Food Safety, Warehouse, Ordering and Forklift Training.

Computer-Based Training (CBT)

CBT will be provided to supplement class/lab which is a more convenient means of delivering basic training. Trainees will receive between 0-1.5 hours of CBT.

Electronic Recordkeeping/LMS

Staff has reviewed and approved G3's use of a Learning Management System for recordkeeping.

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 Contra Costa, Fresno, Merced, San Joaquin, and Stanislaus counties, are in an HUA.

➤ Wage Modification

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

Commitment to Training

G3's annual-training budget in CA is approximately \$500,000 and includes all training on government-mandated safety regulations, new-hire orientation, and rudimentary job skills. Training is an ongoing initiative, G3 will continue to train employees after completion of ETP 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 Training and Development Principal will oversee all ETP-funded training. In addition, six site coordinators, the LMS administrator, and specialist will help with scheduling, uploading hours, and training coverage.

Subcontractors

Subcontractor Type	Subcontractor Name	City, State	Cost / %
Development	N/A	-	-
Administrative	N/A	-	-

Training Vendor(s)	City, State	Cost	Description of Service
E. & J. Gallo Winery	Modesto, CA	\$0.00	Company will provide training to all occupations on proper use of the new EWM Software.
Salesforce	San Francisco, CA	\$0.00	Salesforce will provide training to G3 employees on how to properly navigate and use the Salesforce platform.

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Driving Change
- Conversations to Inspire Performance
- Finance
- Conflict Resolution
- Problem Solving Skills
- Marketing
- Customer Service
- Sales
- Change Management
- Accounting
- Salesforce

Computer Skills

- Enterprise Warehouse Management (EWM) Software

Continuous Improvement Skills

- Lean Practitioner
- Green Belt
- Black Belt
- Leadership

Manufacturing Skills

- Equipment Operations
- Food Safety
- Forklift Training
- Maintenance
- Ordering
- Shipping and Receiving
- Warehouse
- Regulatory Inspection Protocol Training
- Wildfire Smoke Training
- Pedestrian Awareness Forklift & Mobile Equipment Training
- Lock Out Tag Out (LOTO)
- Hearing Conservation Training
- Bloodborne Pathogens
- Hand Tools & Portable Power Tools

Computer-Based Training

Trainees may receive any of the following:

Continuous Improvement Skills

- Lean Practitioner (1.5 hours)



UFCW-WINE, DISTILLERY & ALLIED WORKERS, LOCAL 186D

329 Downey Ave.
Modesto, CA 95354-1297

Phone (209) 524-4245
Fax (209) 524-7066

September 27, 2024

Employment Training Panel
1100 J Street
Sacramento, CA 95814

Dear Panel Members,

We understand that G3 is requesting ETP funding. The proposed training plan for the specified members has our support. G3 and UFCW have a long standing history of partnering on education programs that benefit both G3 and UFCW members. The approximate number of trainees from our members will be 70, in the occupations of:

- Level 1&2 Operators
- Level 3 Skilled Operators
- Level 8&9 Mechanics
- Level 4 Advanced Operators
- Level 5A Lead Operators
- Process Leads

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,

Dee Chacon
President, UFCW Local 186D



**Training Proposal for:
H.M. Electronics, Inc. dba HME**

Contract Number: ET25-0200

Panel Meeting of: December 13, 2024

ETP Regional Office: San Diego

Analyst: L. Hughes

Project Profile

Contract Attributes:	Priority Rate Retrainee	Industry Sector(s):	Manufacturing	
		Priority Industry:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Counties Served:	San Diego, Alameda	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
Number of Employees in:	CA: 623	U.S.: 776	Worldwide: 919	
<u>Turnover Rate:</u>	3%			
<u>Managers/Supervisors:</u> (% of total trainees)	11%			

Funding Detail

In-Kind Contribution
\$815,146

Total ETP Funding
\$267,960

Training Plan Table

Job No.	Job Description	Estimated No. of Trainees	Range of Hours			Average Cost per Trainee	Post-Retention Wage
			Class / Lab	CBT	Weighted Avg:		
1	Priority Rate Retrainee	638	8-200	0-13	15	\$420	\$22.72

*Post-Retention Wage is the Contractual Wage.

Published Minimum Hourly Wage by County:	
Job Number 1:	\$24.60 for Alameda and \$22.72 for San Diego
Health Benefits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No This is employer share of cost for healthcare premiums – medical, dental, vision.	
Used to meet the Post-Retention Wage?: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Health Benefits may be used to meet the Post-Retention Wage as follows:	
Job Number 1:	\$2.50

Wage Range by Occupation					
Occupations	Wage Range	Estimated number of trainees			
		Total	\$15 to \$20	\$20.01 to \$25	Over \$25.01
JOB NUMBER 1 - Priority Rate, Retrainee					
Machine Operators	\$20.22 - \$25.59	15	0	13	2
Material Support Staff	\$20.22 - \$27.95	36	0	26	10
Manufacturing Assembly Staff	\$20.22 - \$30.74	89	0	80	9
Facilities Support Staff	\$20.22 - \$31.45	16	0	10	6
Technical Support Staff	\$20.22 - \$40.08	55	0	40	15
Technicians	\$20.22 - \$40.59	34	0	10	24
Manufacturing Operations Staff	\$20.22 - \$79.49	32	0	19	13
Factory Service Specialists	\$20.40 - \$31.81	15	0	10	5
Installation Staff	\$21.50 - \$38.44	11	0	5	6
Lead/Managers/Supervisors	\$24.00 - \$113.57	100	0	10	90
Administrative Staff	\$24.00 - \$71.32	27	0	2	25
Buyers/Planners	\$24.00 - \$81.31	15	0	3	12
Sales Staff	\$25.49 - \$86.33	34	0	0	34
Engineering Staff	\$28.00 - \$120.19	66	0	0	66
Accounting Staff	\$28.00 - \$51.68	21	0	0	21
Quality Assurance Staff	\$28.43 - \$81.89	16	0	0	16
Marketing Staff	\$29.00 - \$48.08	10	0	0	10
IT Infrastructure Staff	\$30.00 - \$76.97	13	0	0	13
Business Application Programmers/Analysts	\$31.25 - \$90.67	15	0	0	15
Training Staff	\$36.09 - \$78.83	5	0	0	5

Wage Range by Occupation					
Occupations	Wage Range	Estimated number of trainees			
		Total	\$15 to \$20	\$20.01 to \$25	Over \$25.01
Project/Product Management Staff	\$37.48 - \$86.00	13	0	0	13

Introduction

Founded in 1971 and headquartered in Carlsbad, H.M. Electronics, Inc. dba HME (HME) (www.hme.com) manufactures, sells, and services wireless-communication equipment. Similar to previous ETP Contracts, two of HME's subsidiaries will participate in this proposal as affiliates- Clear-Com, located in Alameda; and HME Hospitality & Specialty Communications, Inc. (HME Hospitality), located in HME's headquarters. ETP-funded training will be delivered at its Carlsbad and Alameda facilities.

Clear-Com equipment is trusted to broadcast over 30,000 live events each year, including global events like the Olympic Games. Clear-Com equipment is used by NBC, ESPN, ABC, and thousands of broadcasters around the world. Clear-Com is also an integral part of many U.S. Government communications like the White House Communications Agency and the U.S. Missile Defense Program. HME Hospitality has been providing communication products and timer system installations to the quick-service restaurant (QSR) industry for over 40 years. HME technological solutions for the QSR industry include: HD Audio drive-thru headsets with Wideband technology, and vehicle timer systems with cloud-based reporting and data management.

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. The Company partners with organizations including MANA (A National Latina Organization), North County San Diego, MiraCosta, TCI (Technical Career Institute) Program, CSUSM, Capstone Projects, Engineering, Vets Hired, and NFAR (National Foundation for Autism Research).

Project Details

In the previous contract, HME invested \$4.9 million in new equipment to expand its business and improve its competitive position, while the Company also launched a new product line utilizing cloud technologies. In this proposal, HME will again invest in significant manufacturing equipment that will require increased technical skills for its manufacturing workforce. In early 2023, HME launched an organization-wide optimization training which focused on providing skills-based training to upskill HME's workforce; ETP funds will assist with further expansion of this program. ETP funding will also supplement the training of 21 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 prior Contracts.

Over the next two years, HME's IT department will concentrate on implementing a new ERP system, D365. Meanwhile, the Engineering department is advancing its expertise through training in LTE, laser marking, X-ray, and industry 4.0 manufacturing. Additionally, HME is

quickly developing a more technologically advanced manufacturing operation by introducing an MES, MRP, and FTD, which will require upskilling the manufacturing workforce. This will be HME's sixth ETP Contract, and its second contract within the last five years.

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, IT Infrastructure Staff, 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, IT Infrastructure Staff, 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, IT Infrastructure Staff, Technical Support Staff and Training Staff in courses such as Agile, Lean Practitioner Certification, Lean Champion Certification, and Product Knowledge.

Management Skills: Training will be offered to Leads/Managers/Supervisors in courses such as Goal Setting & Time Management, Leadership Development Program, and Leadership Skills/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 0-13 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 contracts.

Impact/Outcome

ETP funding will give the Company the ability to invest in a full skills development and career path program; the outcome of which will be guided career paths personalized to employees that align with available training. These training paths will utilize in-person, virtual, and

computer-based training to provide skill development opportunities. This will allow HME to develop internal talent and provide growth opportunities within the Company.

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. Additionally, HME has committed to offering a Lean Leadership program twice a year, the outcome of which is a group of individuals who have led continuous improvement projects for their departments.

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 Sr. Learning & Development Specialist (dedicated administrator), Learning & Development Manager, and Director of Lean Strategies & Operational Excellence, will be overseeing the project. The Learning & Development Specialist will coordinate with the HR liaison in its Alameda office to handle in-person, on-site training and rosters held at this location. They will also be 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.

Prior Projects

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

Contract No.	Term	Approved Amount	Payment Earned \$ %
ET23-0182	10/31/22 - 10/30/24	\$270,066	\$0 (0%)
ET21-0106-000	07/01/20 - 06/30/22	\$339,710	\$282,648 (83%)

*ET23-0182: Based on ETP Systems, 13,035 reimbursable hours have been tracked for potential earnings of \$268,710 (99% of approved amount), and a final payment invoice was submitted as of 10/29/24 and awaiting processing. HME projects 100% performance based on hours delivered.

Subcontractors

Subcontractor Type	Subcontractor Name	City, State	Cost / %
Development	N/A	-	-
Administrative	N/A	-	-

Training Subcontractors	City, State	Cost	Description of Service
Not Applicable	-	-	-

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
- Sales Training
- Statistics/Data Analysis
- Time Management

Computer Skills

- Microsoft CoPilot
- D365 – User Training
- D365 – Development Training
- Cyber Security Fundamentals
- LTE Fundamental
- LTE Development
- Adobe Fundamentals
- Altium Design Tool Programming
- Business Intelligence/SQL Training
- Cloud Computing
- C# Programming
- C++ Programming
- 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 Office Skills -Intermediate/Advanced
- Microsoft Server

- Microsoft SharePoint
- Node
- Power BI
- Programming Languages
- React
- Web Development Training

Continuous Improvement Skills

- Lean Leadership
- Lean Practitioner Certification
- Lean Champion Certification
- Product Knowledge
 - Nexeo
 - Nitro Video Detection
 - Zoom Timer
- Agile
- Interdepartmental Processes
- ISO Training
- Kaizen/Continuous Improvement
- Lean Tools/Processes
 - 5S
 - A3 Thinking
 - Improvement Kata/Coaching Kata
 - PDCA Cycle
 - Problem Solving
- Mechanical Design Techniques
- New Product Development Process
- Process Mapping
- Product Overview & Demonstration
- Quality Inspector Certification
- Software Design Techniques
- Software Test Techniques
- Statistical Process Control
- Systems & Processes Knowledge
- Teambuilding
- Technical Support Best Practices

Management Skills (Managers/Supervisors/Leads Only)

- 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

- New Equipment Training
 - 4.0 Manufacturing
 - CMW 100
 - XJTAG
 - Laser Marking Machine
 - X-Ray Machine
 - Quality Module Software MES
 - Schafer Vertical Lift Module
 - Kurtz Ersa Versaflow 4
 - ASYS Insignum 4000 Laser
 - Koh Young Zenith
 - Desoutter CVIXX Driver
 - Cognex IS8101M-363-40 Camera
- 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-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
- 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)
- Conflict Resolution (.75 hour)
- Coordinating With Others (.43 hour)
- Creating an Effective Daily Routine (.33 hour)
- Creating Development Plans (.33 hour)
- Customer Service Basics (.16 hour)
- Customer Service Communication Skills (1.27 hours)
- Getting Customer Feedback (.38 hour)
- Global Branding (.17 hour)
- HME Mentoring Introduction (.33 hour)
- How to Ask Positive Questions (.2 hour)
- How to Handle Irate Customers (.18 hour)
- How You Think is Everything (.23 hour)
- Improving Organizational Execution (.5 hour)
- Individual Decision-Making (.52 hour)
- Insight-Based Selling (.55 hour)
- Learning Retention Strategies (.45 hour)
- PMP Certification (PMBOK 6) (13 hours)
- PMP Certification (PMBOK 7) (13 hours)
- Service Best Practices (.63 hour)
- Starting Relationship Selling (.17 hour)
- Storytelling in Business (1.42 hours)
- Team Facilitation Skills (.75 hour)
- The Art of Presentational Speaking: Advanced Presentation Skills (.47 hour)
- The Art of Presentational Speaking: Content (.43 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

- GitEssentials: Become a Git and GitHub Ninja (3.5 hours)
- Microsoft Azure (5.5 Hours)
- Python Machine Learning Crash Course for Beginners (9.5 hours)
- Microsoft Excel to Power BI (.75 hour)
- AWS Rekognition Machine Learning using Python (9.5 hours)

- Practical C++: Learn C++Basics Step by Step (5 hours)
- DevOps Developer (8 hours)

Continuous Improvement Skills

- Advanced High-Speed Signal Propagation (9.50 hours)
- AX Inspection Process (.75 hour)
- Clear-Com Products
 - Helixnet v4.1 (.66 hour)
 - Dynamic Overview (1.48 hours)
 - SVT & Remote Production (.8 hour)
- Change Management (.72 hour)
- Digital Signal Processing (Lectures 1-9) (9 hours)
- High-Speed Digital Design (13 hours)
- High-Speed Noise and Grounding (11.33 hours)
- Lean Principles for Team Leads (1.5 hours)
- Leader Standard Work for Team Leads (1.5 hours)
- Loop Metering (.5 hour)
- Lean Principles (2 hours)
- Sustaining Lean(2 hours)
- Quality Management System (QMS) Awareness Training (.25 hour)
- NEXEO | HDX Service Training (2 hours)
- CC - SAFe and PI (1 hour)
- Precision Time Protocol (PTP)Training (1 hour)
- Lean Orientation (.5 hour)

Management Skills (Managers/Supervisors/Leads Only)

- Effective 1:1 Meetings (.25 hour)
- People Leader Orientation -Self-Paced (.5 hour)
- Accountability Overview for Managers (.33 hour)
- Eight Keys to a More Respectful Workplace (.92 hour)
- Employee Engagement Essentials (.47 hour)
- Future Focused Leadership (.4 hour)
- HME Interviewing Basics (.5 hour)
- Leadership Essentials: Keep Your Top Talent (.33 hour)
- Leadership Fundamentals (.75 hour)
- Leveraging Servant Leadership for Your Team (.38 hour)
- Management Essentials: Receive Feedback From Your Employees (.33 hour)

Manufacturing Skills

- Adhesives Used in Production – Self-Paced (1.25 hours)
- Assembly Safety 101 (1 hour)
- DAGE X-Ray Machine Training (1 hour)
- Electro-Static Discharge (ESD): An Introduction (.5)
- Back Safety in Industrial Environments (.27 hours)
- DAGE X-Ray Machine Training (1 hour)
- Decontamination Procedures (.28 hour)
- Electrical Safety (.32 hour)
- Eye Safety (.25 hour)

- Forklift Safety: Industrial Counterbalance Lift Trucks (.38 hour)
- Forklift/Powered Industrial Truck Safety (.42 hour)
- GHS Safety Data Sheets (.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)
- HME Foreign Object Debris (FOD) Training (.5 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 hours)
 - Module 3 Component Damage (Pre-Work) (2.5 hours)
 - Module 4 Terminals (Pre-Work) (3 hours)
 - Module 5 Through-Hole Technology (Pre-Work) (3 hours)
 - Module 6 Surface Mount Assemblies (Pre-work) (3 hours)
 - Module 7 Hardware (Pre-Work) (1.5 hours)
 - Module 8 Discrete Wires (Pre-Work) (.5 hour)
- Ladder Safety (.23 hour)
- Materials Handling Safety (.3 hour)
- PCB Assemblies Handling – Self-Paced (1.25 hour)
- Slips, Trips, and Falls (.3 hour)
- Soldering – Self Paced (1.25 hour)
- Threaded Fasteners – Self Paced(1.25 hour)
- Understanding Chemical Hazards (.35 hour)
- Walking and Working Surfaces (.28 hour)
- Wiring – Self Paced (1.25 hours)
- Work Practices and Engineering Controls (.3 hour)



**Training Proposal for:
Haggerty Construction, Inc. dba Haggerty**

Contract Number: ET25-0156

Panel Meeting of: December 13, 2024

ETP Regional Office: Sacramento

Analyst: M. Sladewski

Project Profile

Contract Attributes:	HUA Priority Rate Retrainee SB < 100	Industry Sector(s):	Construction	
		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: 79	U.S.: 79	Worldwide: 79	
<u>Turnover Rate:</u>	10%			
<u>Managers/Supervisors:</u> (% of total trainees)	N/A			

Funding Detail

In-Kind Contribution
\$256,098

Total ETP Funding
\$170,240

Training Plan Table

Job No.	Job Description	Estimated No. of Trainees	Range of Hours			Average Cost per Trainee	Post-Retention Wage
			Class / Lab	CBT	Weighted Avg:		
1	Priority Rate Retrainee	76	8-200	0-38	80	\$2,240	\$23.75

*Post-Retention Wage is the Contractual Wage.

Published Minimum Hourly Wage by County:	
Job Number 1:	\$22.55 for San Joaquin County
Health Benefits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No This is employer share of cost for healthcare premiums – medical, dental, vision.	
Used to meet the Post-Retention Wage?: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Health Benefits may be used to meet the Post-Retention Wage as follows:	
Job Number 1:	\$0.00

Wage Range by Occupation					
Occupations	Wage Range	Estimated number of trainees			
		Total	\$15 to \$20	\$20.01 to \$25	Over \$25.01
JOB NUMBER 1 - Priority Rate, Retrainee					
Operations Staff	\$23.75 - \$66.35	13	0	2	11
Field Staff	\$28.25 - \$63.94	36	0	0	36
Administrative Staff	\$29.00 - \$55.29	7	0	0	7
Insurance Claims Staff	\$33.65 - \$57.69	5	0	0	5
Project Management Staff	\$39.66 - \$65.38	11	0	0	11
Executive/Director	\$55.29 - \$115.38	3	0	0	3
Owner	N/A	1	0	0	1

Introduction

Founded in 2010 and located in Stockton, Haggerty Construction, Inc. dba Haggerty (Haggerty) (<https://haggertybuilds.com/>) is a general contracting company that builds, remodels, upgrades, and restores commercial, industrial and residential properties. The Company also provides fire, water and smoke restoration and building maintenance. Customers include homeowners, commercial and industrial businesses, insurance companies, developers and architects. Training will take place at its single location in Stockton. This is Haggerty's second ETP Contract and second in the last five years.

Veterans Program

Although there is no Veteran Job component in this project, Haggerty values and actively seeks out Veteran workers.

Project Details

On the prior project, Haggerty added new services including a 24/7 emergency restoration service division, a maintenance division, and design services. The new divisions and services required specialized training. The Company also focused on leadership training to current and newly hired employees in order to expand its middle management. This project will focus on integrating and streamlining Haggerty's computer systems. The Company is reducing the number of computer systems in order to improve workflow, efficiency, and communication between the systems and its three departments. This will improve operations (across the three divisions) and logistics issues. To help with these changes, the Company is expanding its use of Sage software to build functional dashboards. This will help management track the progress of projects across departments and make better decisions on resources. For this, all staff will receive training on Sage software and other updated systems.

Economic factors are pushing the Company to target a different sector of clients. With a decrease in demand in the private sector due to rising interest rates, Haggerty is shifting its focus from residential to the more stable public works sector. As the company shifts focus to the public works sector, the Restoration Management (RM) and Maintenance divisions need to improve their processes to match those in the Building Division. These newer divisions require more training and better communication to improve collaboration and efficiency. Additionally, the Company will be training to obtain a higher performance score which is measured from the first phone call to project completion and includes customer satisfaction. Since insurance companies use this score to decide which companies are the most effective at handling work, a performance score improvement will generate more business from insurance companies. ETP funds will allow Haggerty to upskill and cross train their employees on best practices and process improvements to meet the industry standards.

Training Plan

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

Business Skills: Training will be offered to all occupations to provide staff with the skills to effectively operate and grow the business. Training topics include Accounting, Project Management and Methodology, and Public Works Administration.

Commercial Skills: Training will be offered to all occupations and provide staff with the necessary skills to work with insurance companies to complete projects. Training topics include Construction Quality Management (CQM), Estimating, Insurance Project Administration, and Water Damage Repair.

Computer Skills: Training will be offered to all occupations and provide staff with new and updated software training. Training topics include Construction Job Site Logistics/ Sequencing, MICA App (Water Damage Restoration Software), and Sage.

Continuous Improvement: Training will be offered to all occupations to help employees improve their processes and workflow between departments. Training topics include Best Practices, Process Improvement, and Production Operations/ Workflow.

Hazardous Material Skills: Training will be offered to Field Staff, Operations Staff and Project Management Staff to provide the skills necessary for a safe work environment. Training topics include Fire & Smoke Restoration and Restoration/Remediation – Mold.

Certified Safety Training

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

Computer-Based Training (CBT)

CBT will be provided to supplement class/lab which is a more convenient means of delivering basic training. Trainees will receive between 0-38 hours of CBT.

Alternate Recordkeeping

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

High Unemployment Area

All trainees participating in this project (Job Number 1) work in a High Unemployment Area (HUA), a region with unemployment exceeding the state average by at least 25%. The Company’s location in San Joaquin County is 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 pre-retention wages. However, the Company is not requesting a wage modification.

Commitment to Training

Haggerty’s annual training budget is approximately \$200,000 per facility for safety and employee improvement. The Company is committed to improving performance and knowledge for all employees. ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

The Vice President of Finance and Human Resources (HR) will oversee project administration along with the HR Administrator, and the HR Assistant. The three leads will gather training rosters and track performance. The Operations Managers of each division will coordinate with the in-house trainers/supervisors to ensure training is completed and certifications are current. Training will be provided by in-house experts. A third party administrator will assist with the implementation, compliance, reporting and reimbursements for 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.	Term	Approved Amount	Payment Earned \$ %
ET22-0342	06/30/22 - 06/29/24	\$129,260	\$117,292 (91%)

Based on ETP Systems, 5,151 reimbursable hours have been tracked for potential earnings of \$117,291 (91% of approved amount). The final invoice was submitted on 7/5/24 and is being processed.

Subcontractors

Subcontractor Type	Subcontractor Name	City, State	Cost / %
Development	Sierra Consulting Service	Cameron Park, CA	\$17,000
Administrative	Sierra Consulting Service	Cameron Park, CA	13% of Earned Amount

Training Subcontractors	City, State	Cost	Description of Service
To Be Determined	-	-	-

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

Trainees may receive any of the following:

Business Skills

- Accounting
- Administration
- Budgeting
- Cash Forecasting
- Essential Skills for the New Supervisor
- Project Management and Methodology
- Project Requirements Analysis and Specifications
- Public Works Administration

Commercial Skills

- Applied Microbial Remediation
- Baseboard & Trim Installation
- Blueprint Reading
- Building Systems
- Cabinet Making/ Finishing
- Change Order Negotiations
- Concrete Forming
- Construction Practices
- Construction Quality Management (CQM)
- Contents Prep and Packaging
- Contents Reports & Tracking
- Contractual Risk Transfer
- Crisis Management on Remediation Job Site
- Demolition
- Design
- Dry Out Procedures
- Drywall Repair & Installation
- Emergency Service on Remediation Job Site
- Environment Impact Planning
- Equipment Operation
- Equipment Placement for Drying
- Estimating
- Finish Carpentry Repairs
- Fire & Smoke Damage Repair
- How to Complete a Work Authorization
- Insurance Project Administration
- Lien Law and Remedies
- Lock out/Tag out
- Maintenance and Repair
- Managing Subcontractors
- Metal Stud Framing Repairs

- Moisture Mapping
- Observation Report & Recommendations
- Odor Control
- Operational Skills
- Overhead and Cost Allocation
- Planning and Scheduling
- Processing Insurance Contracts
- Product Knowledge
- Project Management
- Remediation Assessment
- Rough Carpentry Repairs
- Setting Containments
- Setting Protection
- Stucco Repairs
- Tile Repair Techniques
- Troubleshooting
- Unit Cost Tracking
- Water Damage Repair
- Water Testing & Reporting
- Waterproofing Systems
- Wood Framing Repairs

Computer Skills

- Adobe App
- Artificial Intelligence Software
- Bamboo HR
- Bluebeam
- Briq
- BusyBusy
- CAD software
- Construction Job Site logistics/Sequencing
- Construction Management
- Content Track Software
- Contractor Connection
- Cyber Security
- ERP (Enterprise Resource Planning) Training
- Matterport
- MICA App (Water Damage Restoration Software)
- Microsoft Office 365 (Intermediate and Advanced)
- Moisture Mapper App
- Procore
- Restoration Manager
- Sage
- Service Fusion
- VM Ware
- Website Maintenance
- Xactanalysis Software / App
- Xactimate/Xactware Software / App

Continuous Improvement Skills

- Best Practices
- Change Management
- Communication Skills
- Cross Training
- Decision Making
- Effective Meetings for Leaders
- Facilities Reorganization
- How to Coach and Mentor
- Leadership Skills
- Problem Solving and Decision Making
- Process Improvement
- Production Operations/Workflow
- Production Scheduling
- Remediation Job Site Hazards Check List
- Standard Operating Procedures
- Strategic Planning
- Team Building
- Time Management

Hazardous Materials Skills

- Fire & Smoke Restoration
- Hazardous Materials Handling on Remediation Job Site
- Hazardous Waste Cleaning for Remediation Job Site
- Lead Base Paint Removal
- Lead Materials Removal
- Restoration/Remediation – MOLD

Safety Skills - OSHA 10 (Certified-OSHA Instructor)

- OSHA 10

Safety Skills - OSHA 30 (Certified-OSHA Instructor)

- OSHA 30

Computer-Based Training

Trainees may receive any of the following:

Safety Skills - OSHA 10 (Certified-OSHA Instructor)

- Caught In or Between – 30 Minutes
- Cranes, Derricks, Hoists, Elevators & Conveyors – 30 minutes
- Electrocutation – 1 hour
- Excavations – 30 minutes
- Falls – 1.5 hours
- Health Hazards in Construction – 30 minutes
- Introduction to OSHA – 1 hour
- Materials Handling, Storage, Use and Disposal – 30 minutes

- Personal Protective and Lifesaving Equipment – 30 minutes
- Scaffolds – 30 minutes
- Stairways and Ladders – 30 minutes
- Struck-By – 1 hour
- Tools – Hand and Power – 30 minutes

Safety Skills - OSHA 30 (Certified-OSHA Instructor)

- Asbestos Awareness: 30 minutes
- Asbestos for Supervisors: 2 hours
- Caught-in or Between – 1.5 hours
- Confined Spaces – 30 minutes
- Cranes, Derricks, Hoists, Elevators and Conveyors – 30 minutes
- Electrical Safety – 2 hours
- Ergonomics – 30 minutes
- Excavations – 30 minutes
- Fall Prevention 1.5 hours
- Fire Protection and Prevention – 30 minutes
- Foundations for Safety Leadership – 2.5 hours
- Hand and Power Tool Safety 1 Hour
- Hazard Communication – 30 minutes
- Hazardous Materials – 30 minutes
- Health Hazards in Construction – 2 hours
- Introduction to OSHA – 1 hour
- Lead Awareness: 30 minutes
- Lead Exposure – 30 minutes
- Managing Safety and Health – 2 hours
- Materials Handling, Use and Disposal – 30 minutes
- Motor Vehicles – 30 minutes
- Personal Protective Equipment – 2 hours
- Rollover Protective Structures, Signs, Signals and Barricades – 30 minutes
- Safety and Health Programs – 30 minutes
- Scaffolds – 30 minutes
- Silica Exposure – 30 minutes
- Stairways and Ladders – 1 hour
- Steel Erection – 30 minutes
- Struck-by- 1 hour
- Welding and Cutting – 30 minutes



**Training Proposal for:
Hal Hays Construction, Inc.**

Contract Number: ET25-0190

Panel Meeting of: December 13, 2024

ETP Regional Office: San Diego

Analyst: P. Duarte

Project Profile

Contract Attributes:	Priority Rate Retrainee SET	Industry Sector(s):	Construction	
		Priority Industry:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Counties Served:	Riverside	Repeat Contractor:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Southern California District Council of Laborers - Local 16		
Number of Employees in:	CA: 204	U.S.: 276	Worldwide: 276	
<u>Turnover Rate:</u>	13%			
<u>Managers/Supervisors:</u> (% of total trainees)	N/A			

Funding Detail

In-Kind Contribution
\$215,600

Total ETP Funding
\$212,800

Training Plan Table

Job No.	Job Description	Estimated No. of Trainees	Range of Hours			Average Cost per Trainee	Post-Retention Wage
			Class / Lab	CBT	Weighted Avg:		
1	Priority Rate SET Retrainee	190	8-200	0-57	40	\$1,120	\$30.75

*Post-Retention Wage is the Contractual Wage.

Published Minimum Hourly Wage by County:	
Job Number 1:	(SET/Modified Priority Industry) \$30.75
Health Benefits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No This is employer share of cost for healthcare premiums – medical, dental, vision.	
Used to meet the Post-Retention Wage?: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Health Benefits may be used to meet the Post-Retention Wage as follows:	
Job Number 1:	\$2.50

Wage Range by Occupation					
Occupations	Wage Range	Estimated number of trainees			
		Total	\$15 to \$20	\$20.01 to \$25	Over \$25.01
JOB NUMBER 1 - Priority Rate, SET, Retrainee					
Operation Staff: Support, Admin, Coordinator	\$28.25 - \$32.08	5	0	0	5
Driver	\$28.25 - \$36.00	3	0	0	3
Duct Layer	\$28.25 - \$36.50	7	0	0	7
Laborer	\$28.25 - \$36.50	78	0	0	78
Field Worker	\$28.25 - \$43.87	8	0	0	8
Fuser	\$31.00 - \$36.50	6	0	0	6
Mechanic	\$34.00 - \$46.00	4	0	0	4
Project Manager	\$40.00 - \$50.50	10	0	0	10
Foreman	\$40.50 - \$51.67	20	0	0	20
Operator	\$51.00 - \$55.00	30	0	0	30
Project Engineer	\$51.00 - \$55.00	5	0	0	5
Manager Frontline	\$51.79 - \$61.58	2	0	0	2
Superintendent/Frontline	\$55.00 - \$60.00	12	0	0	12

Introduction

Founded in 1991 and headquartered in Riverside, Hal Hays Construction, Inc. (HHCI) (<https://www.halhays.com/>) and its affiliate Cal Pacific Constructors, Inc., provide construction, planning, and design services to their clients across Southern California and Arizona.. HHCI is a leading provider in services including industrial and electrical tele-communications, underground construction, gas, transmission & distribution (project planning, equipment layout, civil work) earthwork, structural support, foundations, paving, design build, tenant improvements, environmental, demolition, critical facilities, industrial, and facility maintenance.

HHCI customers include, So. Cal. Gas, SDGE PGE, Verizon, Sprint and Army Corp of Engineers. Training will take place at both HHCI location in Riverside and its affiliate location in Bakersfield. This will be HHCI first contract with ETP.

Veterans Program

While the Company does not have a formal targeted Veteran program, the Company encourages veterans to apply for open positions. Veterans are given special consideration when they apply for jobs with the Company.

Union Support

65 Laborers are represented by Southern California District Council of Laborers Local 16. The union has submitted a letter of support for this training project.

Project Details

HHCI strives to stay competitive in a rapidly growing industry by increasing their workforce by 30% and cross-training their workforce. HHCI's initiative to develop its employees' skillsets will directly support the Company's innovation and customer demand. Furthermore, due to a growing customer base, HHCI opened a new location in Bakersfield that will drive the training need for this project.

Training will provide HHCI employees with product and industry knowledge that will empower them to deliver the highest quality of support and provide upward mobility opportunities for their workforce. The Company's customer growth and employee upskill goals will also allow opportunities for new markets and product strategies.

For each functional area, Commercial Skills training will focus on providing new and advanced skills for trainees in underground construction, including cross-training to identify issues to minimize error and cost. Furthermore, training will also focus on a robust safety program focused on accident reduction through hazard recognition, education, and safety leadership. HHCI's overall goals are to keep up productivity, reduce turnover, improve quality and provide its employees with career advancement opportunities.

Training Plan

Training will be conducted via Class/Lab, E-Learning and Computer-Based Training (CBT) delivery methods by in-house subject matter experts and potential training vendors acquired during the proposal agreement in the following:

Business Skills: Training will be offered to Estimators, Engineers/Technical team, Project Managers and Operation Support Staff occupations and will include, Account Management, Business/Report Writing, Contract Management, and Customer Service. These highly technical skills need constant updating and refreshment to stay current with technology changes.

Commercial Skills: Training will be offered to Estimators, Foreman, Laborers, Operators, Pipefitters, Welders, Superintendents/Frontline, and Engineers. Training will be focused on all aspects of construction, planning and design. AutoCAD Drafting, Concrete Sawing, Project Management, Planning, and Design Skills.

Computer Skills: This training will be offered to Engineers, Analyst, Product / Project Managers and Estimators, Finance and Operation Staff occupations and will include, Field Software, Intuit Quick Base, MS Office (Advanced/Intermediate), and Resource Planning System. This training is necessary to provide employees with the best designs and detailed analyses for their specific construction needs.

Continuous Improvement: This training will be offered to Frontline Managers/Supervisors, Analysts, Operations Staff, Estimators, Finance and Project Managers occupations and will include Problem Solving/Process Innovation, project management skills, and problem solving/process innovation. These skills are necessary for employees to anticipate the clients requirements and offer solutions that are scalable and cost-effective.

Certified Safety Training

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

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, Support Staff, Admin Staff, Coordinator, Field Worker, Mechanic, Duct Layer, Project Manager, Laborer, Project Engineer, Driver, Fuser, Operator, Frontline: Manager and Superintendent will receive up to 8 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 is CalTRANS.

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 0-57 hours of CBT.

Alternate Recordkeeping

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

Special Employment Training

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

- Wage Modification

For trainees employed in a priority industry, the Panel may modify the wage up to 25% below the statewide average hourly wage (from \$41.00 to \$30.75). The Company requests this modification for 101 trainees in Job Number 1.

Commitment to Training

HHCI’s training budget is approximately \$182,000. Training includes state-mandated training, legal compliance training, and new-hire orientation. Training will take place at the Company headquarters and its affiliate location in Bakersfield. ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

- Training Infrastructure

The Company’s Training Manager will oversee the project, along with the Corporate Safety Manager and a Site Safety Manager at each location, who will make sure training is completed and documented on approved training rosters. Training rosters will be collected and sent to the administrative subcontractor for further review and upload.

Subcontractors

Subcontractor Type	Subcontractor Name	City, State	Cost / %
Development	California Training Administration, Inc.	Rocklin, CA	\$4,500
Administrative	California Training Administration, Inc.	Rocklin, CA	13% of Earned Amount

Training Subcontractors	City, State	Cost	Description of Service
To Be Determined	-	-	-

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Account Management
- Accounting & Finance Processes
- Budgeting Techniques / Financial Reports
- Business/Report Writing Skills
- Client Relationship Management
- Contract Management
- Customer Service
- Handling Objections & Closing
- Negotiation Skills"
- Presentation Skills
- Strategic Seller/Strategic Planning Training
- Support Skills and Updates
- System and Workplace Security Awareness
- Technical Field Support
- Workplace Communications Skills

Commercial Skills

- Asphalt Grinding and Paving
- AutoCAD Drafting
- Competent Driver & Equipment Operator (not leading to license or testing)
- Concrete Sawing
- Construction Skills
- Covid Mitigation & safe workplace
- Cranes & Other Hoisting Equipment
- Cross-functional Equipment Training
- Daily Job Hazard Analysis (JHA)
- Earthwork Equipment and Tools
- Elevated Platforms / Aerial Devices
- Equipment Maintenance
- Excavation, Trenching & Shoring
- Fall Protection and Prevention
- Forklift Training / Lift Trucks (non-license based training)
- GAS/OIL – Transmission & Distribution Skills
- Hazardous Communications
- Heavy Equipment Operator Training
- Hoisting and Rigging Training
- Inner-duct Placing
- Installing / Replace Hand-holes and Pull Boxes
- Installing Conduit
- Job Site Analysis and Mitigation (JSA)
- Lead Awareness / Lead in Construction

- New Employee Job Skills
- Operator Qualification Veriforce Certification
- Personal Protective Equipment PPE
- Pipe Fabrication
- Pipe Fabrication
- Pipeline Inspection Techniques
- Planning & Design Techniques
- Planning and Design Skills
- Power Tool Operation
- Project Management
- Proper Lifting of heavy tools and equipment
- Rescue Techniques (Confined Space, Enclosed Space & Trenches)
- Smith System Driver Skills
- Tool & Equipment Handling
- Traffic Control & Flagging Procedures
- Traffic Control & Permitting processes (Lane Closures, Detour Plans)
- Trenching & Shoring Competent Person
- Underground Construction Best Practices
- Vault and Manhole Installation / Repair
- Wildfire Prevention & Mitigation Training
- Work Area Assessment
- Working near Overhead Power Lines
- Working with Ladders / Portable Ladders

Computer Skills

- AutoCAD / Design Tools
- Field software or reporting system
- Intuit Quick Base
- Microsoft Programs (Advanced/Intermediate)
- Performance Management - Labor Cost Tracking System
- Resource Planning system
- Sales-Ops Training (Sales Software & Platform Tools)
- Spectrum
- System Upgrades/New Systems Training

Continuous Improvement Skills

- Building Effective Work Teams
- Efficiency & Quality Improvements
- High Performance Team Training
- Leadership/Coaching Essentials
- Problem Solving/Process Innovation
- Project Management Skills
- Quality Control Certifications
- Quality Inspection Techniques
- Safety for Office Workers
- Train-the-Trainer Skills

Hazardous Materials Skills

- Bloodborne Pathogens
- Chemical Handling
- Dept. of Transportation DOT Safety procedures
- Hazardous Material Handling
- Hazardous Waste Cleaning
- Operator Qualification Veriforce Certification
- Respirator / Hearing PPE
- Spill Prevention, Control and Remediation

HazWoper

- Hazardous Waste Clean-Up
- Spill Prevention, Control and Remediation

Safety Skills - OSHA 10 (Certified-OSHA Instructor)

- OSHA 10

Safety Skills - OSHA 30 (Certified-OSHA Instructor)

- OSHA 30

Computer-Based Training

Trainees may receive any of the following:

Commercial Skills

- Emergency Action Plans (.5 hr)
- Fall Protection (.5 hr)
- Fire Prevention (.5 hr)
- Hazard Communications (.5 hr)
- Hearing Protection (.5 hr)
- Heat Illness Prevention Program (.5 hr)
- Injury Prevention (.5 hr)
- Job Hazard Analysis / Pre Job Tailboards (.5 hr)
- Line of Fire (.5 hr)
- Minimum Approach Distance (.5 hr)
- Personal Protective Equipment (.5 hr)
- Protective Grounding (.5 hr)
- Rigging (.5 hr)
- Rubber Protective Cover (.5 hr)
- Silica Awareness (.5 hr)
- Traffic Control (.5 hr)
- Trench & Shoring Competent Person (.5 hr)
- Veriforce System (40 hrs)

Continuous Improvement Skills

- 5 Steps to Problem Solving (.5 hr)
- A Motivators Toolkit 1.0 (.5 hr)
- Act Slim in the Workplace (.5hr)
- Active Listening (0.5 hr)

- Creative Problem Solving (.5 hr)
- Decision Making Excellence (.5 hr)
- Delegate to Save and Develop Others (.5)
- Effective Delegation 1.0 (.5 hr)
- Golden Shovel (.5 hr)
- The Key to Delegation 1.0 (.5 hr)
- Tools and Knowledge for Successful Plans (.5 hr)

Safety Skills - OSHA 10 (Certified-OSHA Instructor)

- OSHA10: (10 hrs)

Safety Skills - OSHA 30 (Certified-OSHA Instructor)

- OSHA 30: (30 hrs)



JON P. PRECIADO
Business Manager

PETER SANTILLAN
Secretary-Treasurer

SERGIO RASCÓN
President

**AFFILIATED LOCALS
SOUTHERN CALIFORNIA**

**BURBANK
LOCAL 345**

**HOLLYWOOD
LOCAL 724**

**LONG BEACH
LOCAL 1309**

**LOS ANGELES
LOCAL 300**

**ORANGE COUNTY
LOCAL 652**

**POMONA
LOCAL 1414**

**RIVERSIDE AND IMPERIAL
COUNTIES
LOCAL 1184**

**SAN BERNARDINO, INYO,
AND MONO COUNTIES
LOCAL 783**

**SAN DIEGO
LOCAL 89**

**VENTURA
LOCAL 585**

**KERN,
SAN LUIS OBISPO, AND
SANTA BARBARA COUNTIES
LOCAL 220**

**ARIZONA
PHOENIX, AZ
LOCAL 1184**

**NEW MEXICO
ALBUQUERQUE, NM
LOCAL 16**

**SOUTHERN CALIFORNIA
DISTRICT COUNCIL OF
LABORERS**

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Covina, CA 91724
Phone (626) 350-6900
Fax (626) 350-7583
www.scdcl.org

LiUNA! SOUTHERN CALIFORNIA DISTRICT COUNCIL OF LABORERS

Feel the Power

October 30, 2024

Employment Training Panel
1100 J Street
Sacramento, CA 95814

Dear Panel Members,

We understand Cal Pacific Constructors, 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: 65 Laborers

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,

SOUTHERN CALIFORNIA DISTRICT
COUNCIL OF LABORERS

Jon P. Preciado
Business Manager



**Training Proposal for:
Holthouse Carlin & Van Trigt LLP**

Contract Number: ET25-0174

Panel Meeting of: December 13, 2024

ETP Regional Office: North Hollywood

Analyst: M. Niquet

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate SET	Industry Sector(s):	Services Professional, Scientific Technology Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Los Angeles, Orange, Ventura	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: 675	U.S.: 828	Worldwide: 847
<u>Turnover Rate:</u>	2%		
<u>Managers/Supervisors:</u> (% of total trainees)	N/A		

FUNDING DETAIL

In-Kind Contribution
\$324,700

Total ETP Funding
\$324,240

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, Cont. Imp.	386	8-200	0-54	\$840	\$30.75
				Weighted Avg: 30			

*Post-Retention Wage is the Contractual Wage.

<p>Minimum Wage by County: Job Number 1 (SET/Priority Industry): \$30.75</p> <p>Health Benefits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No This is employer share of cost for healthcare premiums – medical, dental, vision.</p> <p>Used to meet the Post-Retention Wage?: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Maybe</p> <p>Up to \$2.50 per hour may be used to meet the Post-Retention Wage.</p>
--

Current Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Administrative Staff	\$28.25 - \$54.28	18
Accounting Staff	\$28.25 - \$71.38	313
Operations Support Staff	\$28.25 - \$45.25	38
Valuation Staff	\$28.25 - \$48.28	11
Frontline Manager/Supervisor	\$71.39- \$98.19	6

INTRODUCTION

Founded in 1991, Holthouse Carlin & Van Trigt (HCVT) (www.hcvt.com) is a full-service accounting firm that provides tax planning, fractional accounting, business management, advisory services, and tax compliance and reporting. Customers include businesses in real estate and hospitality, private equity firms, technology and software, professional service, manufacturing and distribution, not-for-profit organizations, qualified retirement plans, media & entertainment, public housing, and healthcare and life sciences.

HCVT is headquartered in Los Angeles, with nine other California locations in Camarillo, Glendale, Encino, Westlake Village, Long Beach, Monrovia, Pasadena, Irvine, and Walnut Creek. The Company also maintains offices in Texas, Arizona and Utah. Employees from all nine Southern California locations will participate in the proposed training.

Veterans Program

HCVT does not have a formal veteran’s outreach program.

PROJECT DETAILS

Due to the ever-changing landscape of tax laws, HCVT must stay up-to-date on the changes, requiring training for employees in order to offer the best service possible to their clients. HCVT needs to provide its workforce with a series of new technical courses to address industry updates.

Additionally, HCVT has launched a new service line that has opened a new sector, requiring additional employees. Specialized training on this new service will be required, as well as training in advanced technical skills that address complex tax issues. HCVT will also be expanding its workforce by 150 employees over the next two years to achieve the Company's expansion in services and technology. Training on how to utilize the widely used Generative Artificial Intelligence (AI) will be needed.

Lastly, there has been a big push to standardize firm procedures and therefore HCVT has invested \$147,000 in computer and accounting software systems and equipment. The Company has purchased new software (ProStaff) to increase efficiency in firm practices such as scheduling. With this new software, there will be an increase in technology training, firm-wide. HCVT is also invested in making the tax and audit process more efficient through specific software (i.e., Pro-Staff, Go-File-Room). With the ETP funds, HCVT will be able to offer more robust training, which is critical for organizational development and success.

This will be HCVT's third ETP Contract, and first within the last five years. Previous training focused on developing technical expertise and next generation leadership through comprehensive employee training. Training under this proposal will concentrate on current tax laws, accounting, and auditing standards as well standardizing firm procedures and new technology.

Training Plan

Training will be conducted via Classroom/Laboratory, E-Learning, and Computer Based Training (CBT) methods on the following:

Business Skills: This training will be offered to all occupations on topics such as auditing techniques, business development, change management, customer service, fraud prevention, pension plans, and stock compensation. Training is specifically designed to equip employees with the necessary industry knowledge and will ensure learned skills to coach others, give professional presentations, position services as a premier provider, and manage projects within their work areas.

Computer Skills: This training will be offered to all occupations on topics such as Accounting Research Manager, Bloomberg BNA, Go File Room, Introhive, Microsoft CRM (Intermediate/Advanced), PPC SMART Practice Aid Audits Research System and SafeSend Returns. Training will also provide an understanding of tax and audit software and tools, cloud computing platforms, project management tools, online meeting tools, customer management software, database tools, finance, accounting and analysis tools.

Continuous Improvement: This training will be offered to all occupations on topics such as building effective teams, efficiency and quality improvement, project management skills, time sensitive deadlines and leadership essentials. This training will help ensure employees work together to effectively deliver services in expanding markets. Trainees will have the tools to solve problems, make effective decisions, team-building skills and come up with innovative ideas to solve our customer's business issues.

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 0-54 hours of CBT.

Special Employment Training

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

➤ **Wage Modification**

For trainees employed in a priority industry, the Panel may modify the wage up to 25% below the statewide average hourly wage (from \$41 to \$30.75). The Company requests this modification.

Approximately 50 Administrative Staff, Accounting Staff, Operations Support Staff, and Valuation Staff will need the wage modification.

Commitment to Training

HCVT spends approximately \$1,051,000 annually on training at its California facilities. The Company's ongoing training includes introductory computer skills, company policies and procedures, new employee orientation, Partner training, and anti-harassment training.

➤ **Training Infrastructure**

Training is scheduled to begin upon Panel approval and will be delivered at each of the Company's nine Southern California locations by in-house subject matter experts, and vendors if needed. The Company's Chief Talent and Development Officer will oversee the internal project administration with the assistance of her training team, which include the Associate Director of Content and Facilitation, two Training Managers, three Training Specialists and three Training Coordinators. Additionally, each site will have a dedicated Administrator to help in the efforts. The Company has retained an outside administrative consultant to ensure that all training records adhere to ETP requirements.

DEVELOPMENT SERVICES

HCVT has retained California Training Administration Inc. in Placer County to assist with development of this proposal for a flat fee of \$2,500.

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 and Auditing Update
- Accounting Methods & Techniques
- Auditing Techniques
- Best Practices/Expectations
- Business Acumen
- Business Development
- Business Etiquette
- Business Writing Skills
- Change Management
- Client Relationship and Management
- Conflict Management/Risk Management
- Consumer Product
- Corporate Tax Techniques
- Cross Selling Skills
- Customer Service
- Effective Presentations
- Effective Meetings
- Estate and Gift Tax
- Ethics for Business
- Financial Planning
- Financial Services
- Flow-Through Entity
- Fraud Prevention
- High Net Worth Individual
- Influential Communication
- International Tax
- Technical Writing Utilizing Regulatory Guidance
- Negotiation Skills
- New Tax Methods
- Nonprofit Accounting & Audit
- Pension Plan
- Planning & Support
- Professionalism
- Proposal Writing/Report Writing
- Research Skills
- Running Effective Meetings
- Small Business Accounting
- State and Local Taxes
- Stock Compensation
- Tax Rules & Regulation Update
- Technical Research – Case Studies

- Trusted Advisor
- Working Effectively with Remote Workers

Computer Skills

- Accounting Research Manager
- MicroSoft Adobe (Intermediate/ Advanced only)
- ADP HR, Recruiting, Payroll
- Bloomberg BNA
- CCH IntelliConnect Tax Research System
- Conferences I/O
- Finance/Accounting Tools
- Go File Room (GFR)
- Go Systems Tax Software
- Hubspot
- Introhive
- LCVista
- Lever
- Microsoft CRM (Intermediate/Advanced only)
- MicroSoft Quickbooks(Intermediate/Advanced only)
- Microsoft Teams(Intermediate/Advanced only)
- MicroSoft Tools (Intermediate/Advanced only)
- Mimecast Security Awareness
- New Systems Training (Database Tools/Cloud Computing)
- Outlook Applications (Intermediate/Advanced only)
- PowerPoint Tools (Intermediate / Advanced only)
- PPC SMART Practice Aid Audit Research System
- Practice Management Billing System
- ProStaff Scheduling System
- ProSystems FX Tax Software
- QuickBooks Advanced
- RIA Checkpoint Tax ResearchSystem
- SafeSend Returns
- Sapling
- Sharefile
- SurePrep Tax Software
- Sharepoint Design (Advanced only)
- Social Media Tools (LinkedIn, Twitter)
- STAR Time Management and Billing System
- Tax Notes
- Yello
- Zoom (Advanced only)
- STAR Time Management and Billing System

Continuous Improvement Skills

- Building Effective Teams
- High Performing Teams
- Coaching- Delivering and Receiving Feedback
- Efficiency and Quality Improvements

- Problem Solving
- Process Improvement
- Project Management Skills
- Team Building
- Time Sensitive Deadlines
- Leadership Essentials:
 - Influential Communication
 - Conflict Resolution
 - Managing and Leading Change
 - Getting Things Done – Influence
 - Situational Leadership

Computer-Based Training

Trainees may receive any of the following:

Business Skills

- Revenue Recognition Update (2hrs)
- Compilation, Review, and Preparation (1hr)
- Business Succession Planning: Case Studies (2hrs)

Becker training (230 modules)

- Capital Gain & Losses (1 hours)
- Corporate Tax Strategies (2 hours)
- Estate & Gift Taxes (2 hours)
- Federal Tax Accounting - Inventory (2 hours)
- Financial Statement Analysis (3.5 hours)
- Individual Taxation 1040 form (2.5 hours)
- Real Estate Taxation (2 hours)
- Forensic Accounting (2 hours)
- Audit Risk Assessment (3 hours)
- Partnerships (3 hours)

Wolters Kluwer CCH CPE Link (200 modules)

- 1040 Preparation (2 hours)
- Fraud Update (2 hours)
- 1120 Preparation and Planning (2 hours)
- Federal Tax Update (8 hours)
- Basic Ethics (4 hours)
- Taxation of Trusts and Estates (4 hours)

Computer Skills

- Software Training (1.5 hr)
- Tax/Audit Technical (3 hr)
- AI: ChatGPT (1hr)
- Excel Development (Advanced) (1hr)
- Managing and Analyzing Data in Excel (1.5hrs)



Training Proposal for:

Kirkhill Inc.

Contract Number: ET25-0175

Panel Meeting of: December 13, 2024

ETP Regional Office: North Hollywood

Analyst: M. Reeves

Project Profile

Contract Attributes:	Priority Rate Retrainee	Industry Sector(s):	Manufacturing	
		Priority Industry:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Counties Served:	Orange	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
Number of Employees in:	CA: 632	U.S.: 632	Worldwide: 15,500	
<u>Turnover Rate:</u>	4%			
<u>Managers/Supervisors:</u> (% of total trainees)	6%			

Funding Detail

In-Kind Contribution
\$140,560

Total ETP Funding
\$123,424

Training Plan Table

Job No.	Job Description	Estimated No. of Trainees	Range of Hours			Average Cost per Trainee	Post-Retention Wage
			Class / Lab	CBT	Weighted Avg:		
1	Priority Rate Retrainee	152	8-200	0-0	29	\$812	\$22.55

*Post-Retention Wage is the Contractual Wage.

Published Minimum Hourly Wage by County:	
Job Number 1:	\$22.55 for Orange County
Health Benefits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No This is employer share of cost for healthcare premiums – medical, dental, vision.	
Used to meet the Post-Retention Wage?: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Health Benefits may be used to meet the Post-Retention Wage as follows:	
Job Number 1:	\$2.36

Wage Range by Occupation					
Occupations	Wage Range	Estimated number of trainees			
		Total	\$15 to \$20	\$20.01 to \$25	Over \$25.01
JOB NUMBER 1 - Priority Rate, Retrainee					
Production Associate	\$20.19 - \$30.94	36	0	21	15
Maintenance Staff	\$20.23 - \$36.09	7	0	5	2
Financial Staff	\$20.57 - \$35.29	24	0	19	5
Warehouse Worker	\$20.73 - \$30.88	28	0	19	9
Manufacturing Technician	\$20.78 - \$32.56	32	0	31	1
Operations Staff	\$21.78 - \$42.65	7	0	4	3
Manager/Supervisor	\$25.92 - \$47.23	9	0	0	9
Engineer	\$34.25 - \$42.47	9	0	0	9

Introduction

Founded in 1919 and located in Brea, Kirkhill Inc. (Kirkhill) (www.kirkhill.com) is a global leader in the production of high performance elastomer products. The Company is situated on 19 acres consisting of approximately 365,000 square feet of manufacturing space. Kirkhill has a vast array of manufacturing capabilities within its vertically integrated operation including proprietary custom mixing and compounding, calendaring, milling, injection molding, and fabricating of organic and inorganic elastomer based products. Aerospace original equipment manufacturers rely on Kirkhill for its innovative elastomer formulation, product design, prototyping and lean manufacturing capability to provide cost-effective solutions for a variety of applications. Kirkhill products can be found on commercial, military, and business aircraft around the world, as well as missiles, space launchers and satellites.

Kirkhill's primary product offerings include radar absorbing material, ablative materials, conductive elastomers, electro static discharge (ESD) material, as well as extruded, and molded solid rubber products. The Company also manufactures aerodynamic seals for commercial and military airframes, duct and firewall seals for aircraft engines, aircraft door and

hatch seals, inflatable seals for cockpit canopies, aircraft window seals, and aircraft conductive seals for electromagnetic interference survivable conditions. Kirkhill's customer base includes Boeing, Airbus, Gulfstream, GE Aviation, Pratt, Rolls Royce and Lockheed Martin. This will be Kirkhill's second ETP Contract, and the second in the last five years.

Veterans Program

Kirkhill welcomes veteran applicants for open positions, and the Company recruits via internet sites and Veteran job boards.

Project Details

The COVID-19 pandemic caused a significant downturn in business for the aerospace industry. As a result, Kirkhill experienced a decrease in orders and had to reduce its workforce by 35%. The Company was also unable to deliver a sizable portion of the training planned for its previous ETP project. Now that Kirkhill has returned its workforce to normal staffing levels and is experiencing a steady increase in orders, the Company is ready to resume and build upon the employee training efforts initiated under its first ETP Contract.

This proposal reflects a continuation of training designed to equip workers with the skills to improve production performance, operational efficiency and product reliability. Comprehensive employee training is vital to the successful implementation of process improvements, system upgrades and technology advancements. Targeted areas for improvement include product design, customer service, problem solving, rapid prototyping, cross-functional equipment skills, costs control, and quality management. This training plan includes some curriculum topics from the prior ETP contract; however, Kirkhill representatives confirm that the Company was only able to deliver approximately 32% of the previously planned training, so there will be no duplication of training from the prior project.

Training Plan

Training will be conducted via Class/Lab, E-Learning and Productive Lab (PL) delivery methods as outlined below:

Business Skills: Training will be offered to all occupations and will focus on customer service, product knowledge, sales and marketing and problem resolution. This training is intended to increase customer satisfaction and sales.

Computer Skills: Training will be offered to all occupations. Employees will learn to work more efficiently through the use of various business software solutions. Areas of emphasis include project management software, computer security, product scheduling, computer aided design, inventory management software and sales forecasting.

Continuous Improvement: Training will be offered to all occupations and will focus on productivity improvements, quality management, product reliability, supply chain management, and the reduction of waste.

Manufacturing Skills: Training will be offered to Maintenance Staff, Production Associates, Manufacturing Technicians and Warehouse Workers. Training will provide workers with the skills to design and build high quality products, operate and maintain equipment, test/inspect products, resolve production issues, and maintain efficient warehousing/distribution operations.

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.

Some of Kirkhill's proprietary production processes must be learned through hands-on experience. PL-Manufacturing training will allow the Company to provide the necessary hands-on instruction that cannot be adequately replicated in a standard classroom setting. PL training will be provided to approximately 37 Production Associates, Manufacturing Technicians, Maintenance Staff, and Warehouse Workers. This training will help new and incumbent workers achieve the competencies needed to perform their jobs with the highest level of safety and efficiency. Training will be provided at a 1:1 ratio.

PL training will focus on cross-functional equipment skills, measurement and calibration techniques, equipment inspection, and product testing procedures. Training will be delivered by subject matter experts with demonstrated knowledge and experience in the content covered. Production is expected to be reduced by as much as 5% during PL instruction. Kirkhill will provide up to 6 hours of PL training per trainee, which is less than 25% of the weighted average hours for all trainees.

Commitment to Training

Kirkhill has an annual training budget of approximately \$327,300 for its California location and includes new hire orientation, anti-harassment, diversity and related industry compliance training. ETP funds will not displace the Company's existing financial commitment to training. Safety training is provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

Kirkhill's Human Resources Director will oversee the administration of this project. The Company has a team of approximately nine managers, supervisors, trainers and training coordinators that will handle the scheduling, delivery, and documentation of training. Training will take place at the Company's location in Brea, and will be delivered by in-house experts and training vendors, as needed. Kirkhill has a training plan in place and is prepared to commence training upon contract approval. The Company has also retained an outside administrative consultant to assist with ETP project administration requirements.

Prior Projects

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

Contract No.	Term	Approved Amount	Payment Earned	
			\$	%
ET22-0145-000	11/22/21 - 11/21/23	\$229,425	\$124,178.38	(54%)

The Company had to reduce its workforce by 35% due to an extreme slowdown in business during the COVID-19 pandemic. This significantly impacted performance on it's first ETP Contract, as sizable portions of the planned training were pared down and/or canceled due to the reduced number of personnel at time. Kirkhill representatives indicate that business continues rebound and the Company is once again fully staffed and poised to resume the much needed employee training initiatives that were initiated previously. In an effort to put forth a more achievable project, the proposed project has been right-sized to a level that is in alignment with prior ETP earnings.

Subcontractors

Subcontractor Type	Subcontractor Name	City, State	Cost / %
Development	National Training Company, Inc.	Irvine, CA	\$7,650
Administrative	National Training Company, Inc.	Irvine, CA	13% of Earned Amount

Training Subcontractors	City, State	Cost	Description of Service
To Be Determined	-	-	-

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Accounting Skills
- Asset Management
- Business Case Development
- Cost Effective Solutions
- Customer Service Skills
- Inventory Control
- Logistics
- Problem Resolution
- Product Knowledge
- Sales and Marketing

Computer Skills

- Computer Aided Design
- Computer Numerical Control Systems
- Computer Security
- Computerized Inventory
- Internet Applications
- Inventory Management Software
- Microsoft Applications (Intermediate /Advanced)
- Product Scheduling
- Project Management Software
- Sales Forecasting
- Web-Based Computer Applications

Continuous Improvement Skills

- Best Manufacturing Practices
- Identifying and Eliminating Waste
- Product Reliability
- Productivity Improvement Techniques
- Root Cause Analysis
- Standard Work Instructions
- Supply Chain Management
- Team Problem Solving
- Total Quality Management Tools

Manufacturing Skills

- Aerodynamic Seals
- Aerospace Standards
- AS9100
- Compliance Tracking
- Component Design
- Conductive Seals

- Cross-Functional Equipment Training
- Elastomer Formulation
- Engineering Processes
- Equipment Maintenance
- Extreme Temperatures
- Extruded and Molded Production
- Fabrication Equipment
- Forklift Procedures
- Gaskets
- Heating Materials
- High-Precision Seals
- Inspection Procedures
- Inventory & Raw Materials Training
- Job Instructions
- Manuals and Reports
- Manufacturing Operating Procedures
- Material Selection
- Measurement and Calibration
- Non-Conforming Production
- Polymers
- Precision Molding
- Product Inspection
- Product Loading and Storage
- Product Specifications
- Product Testing
- Production Metrics
- Prototyping
- Reading Technical Specifications
- Resolving Production Problems
- Standard Operating Procedures
- Warehousing Operations & Distribution

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

Trainees may receive any of the following:

Manufacturing Skills

- Equipment Cross-Functional Equipment Training
- Inspection Equipment Procedures
- Measurement and Calibration Procedures
- Product Testing Procedures
- Standard Operating Procedures



**Training Proposal for:
Radonich Corp. dba Cal Coast Telecom**

Contract Number: ET25-0164

Panel Meeting of: December 13, 2024

ETP Regional Office: San Francisco Bay Area

Analyst: N. Shafqat

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate SET	Industry Sector(s):	Construction Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Alameda, Orange, Sacramento, San Diego	Repeat Contractor:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No International Brotherhood of Electrical Workers (IBEW) Local 332		
Number of Employees in:	CA: 205	U.S.: 205	Worldwide: 205
Turnover Rate:	5%		
Managers/Supervisors: (% of total trainees)	N/A		

FUNDING DETAIL

In-Kind Contribution
\$214,600

Total ETP Funding
\$207,172

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, PL- Commercial Skills, Computer Skills, Cont. Improvement	151	8-200	0	\$1,372	\$30.75
				Weighted Avg: 49			

*Post-Retention Wage is the Contractual Wage.

<p>Minimum Wage by County: (SET/Modified Priority Industry) \$30.75 per hour statewide.</p> <p>Health Benefits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No This is employer share of cost for healthcare premiums – medical, dental, vision.</p> <p>Used to meet the Post-Retention Wage?: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Maybe</p> <p>Up to \$2.50 per hour may be used to meet the Post-Retention Wage.</p>

Current Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Production Worker	\$28.25 - \$39.40	25
Foreman	\$28.51 - \$34.48	5
Field Staff	\$28.52 - \$36.79	21
Technical Support Staff	\$28.88 - \$34.73	37
Frontline Manager and Supervisor	\$29.15 - \$48.37	5
Installers	\$32.09 - \$44.01	58

INTRODUCTION

Founded in 1995 and headquartered in San Jose, Radonich Corp. dba Cal Coast Telecom (Radonich) designs and builds voice, data, and other integrated, high-bandwidth information transport systems including structured cabling, audio/visual security, and Distributed Antenna System solutions. Training will be delivered at its locations in North Highlands, Cypress, Escondido, and at its headquarters in San Jose.

This will be Radonich’s first ETP Contract. This first-time applicant is seeking support to train and upskill workers to pace with updated business operations and work-site practices that will help the Company streamline operations, keep up with customer demands, and provide exceptional customer service. It has a large customer base and serves arenas, corporations, healthcare facilities, and school districts across California.

Union Support

Radonich presents that 38 Installers and 11 Technicians in this proposal are represented by the International Brotherhood of Electrical Workers (IBEW) Local 332. The union has submitted letters of support for this training project.

Veterans Program

Although Radonich does not have a formal training program for veterans, the Company is committed to hiring veterans using job boards on the internet to advertise its open positions and locate veteran applicants.

PROJECT DETAILS

As the demand for services increased recently, Radonich is serving new customers through central and southern California. In this proposal, the Company aims to upskill its workers for a better understanding of the business needs and production processes.

Additionally, the dynamics of business operations has significantly changed in the way individuals and business communicate due to the COVID-19 pandemic. This change has increased the need for telecommunication systems throughout California. To meet the need, the Company has expanded its customer base to include other parts of California.

ETP training will ensure that the workers gain essential knowledge of current industry technology, while increasing services to expand its business and serve a larger customer base. The Company also plans on adding five new positions within the two years of the ETP Contract. ETP funds will also provide employees the knowledge, experience, and opportunities for promotion in ranks within the Company.

Training Plan

Training will be conducted via Class/Lab and Productive Lab delivery methods in the following:

Business Skills: This training will be offered to all occupations on courses such as Business Processes, Financial Analysis, and Material Management.

Commercial Skills: This training will be offered to Field Staff, Foreman, Production Worker, and Technical Support Staff on courses such as Engineering Designs, Structured Cabling, and Underground Construction.

Computer Skills: This training will be offered to all occupations on courses such as Cyber Security, Network Interface, and Telecommunications Basics.

Continuous Improvement: This training will be offered to all occupations on courses such as Construction Preparation, Delivery Procedures, and Product Specifications to gain proficiency in quality and performance.

Productive Laboratory (PL- Commercial Skills)

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

PL- Commercial Skills training is required for instruction that must take place on the job site for workers to understand how competently telecommunication's equipment is installed and how to operate under company policy working conditions. Approximately 50 Field Staff, Installers, and Technical Support Staff will receive up to 40 hours of PL- Commercial Skills training for the trainees to reach competency on the equipment. PL training will be delivered by subject-matter experts using a trainer-to-trainee ratio of 1:1.

Special Employment Training

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

➤ **Wage and Retention Modifications**

For trainees employed in a priority industry, the Panel may modify the wage up to 25% below the Statewide average hourly wage (from \$41.00 to \$30.75). The Company requests this modification.

Commitment to Training

Annually, Radonich invests \$216,500 (approximately \$50,000 per facility) on training in California that includes mandatory safety and orientations not included in this request. 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**

Radonich's Director of Accounting (dedicated administrator) will oversee the project, while having a Training Coordinator at each facility manage the training program. Training will be delivered by 20 internal trainers (Managers and Supervisors) who are subject-matter experts and by outside training vendors on a case-by-case basis, if needed. It also retained a third-party subcontractor to assist with ETP administration.

Impact/Outcome

Upon completion of training, trainees will be able to acquire internal training certifications in Audio/Visual Integration, Equipment Operation & Testing, Infrastructure Inspection Procedures, Installation Operations, Structured Cabling, and Telecommunications Equipment, and Underground Construction. With ETP funding, the Company's training efforts will upskill workers to give them a more extensive understanding of telecommunication systems. This will give staff the ability to perform their job functions more efficiently with a better comprehension of their roles, while increasing their ability to help the Company streamline operations and continue to expand its business in California.

Alternate Recordkeeping

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

DEVELOPMENT SERVICES

Radonich retained National Training Company, Inc. (NTC) in Orange County to assist with development of this proposal for a flat fee of \$10,300.

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

- Bids and Proposals
- Business Processes
- Communication Skills
- Consultation & Design
- Customer Service Skills
- Estimating Skills
- Financial Analysis
- Logistics and Transportation
- Material Management
- Operational Efficiency
- Presentation Skills
- Problem-Solving
- Product Knowledge
- Project Management
- Supply Chain Management

Commercial Skills

- Audio/Visual Integration
- Data Network Fiber-Optic Cabling
- Distributed Antenna Systems
- Engineering Design
- Equipment Operation & Testing
- Infrastructure Inspection Procedures
- Installation Operations
- Integrated Access Control Systems
- Job Site Preparation
- Job Site Sequencing
- Reading Technical Specifications
- Standard Operating Procedures
- Structured Cabling
- Telecommunications Equipment
- Underground Construction
- Wireless Network Infrastructure
- Work Site Best Practices

Computer Skills

- Audio/Visual Software
- Cyber Security
- Digital Communications Software
- Distributed Antenna Systems Software
- Electronic Forms
- Engineering Software

- Integrated Systems Software
- MS Office (Intermediate/Advanced)
- Network Interface
- Project Management Software
- Telecommunications Basics
- Wireless Network Design

Continuous Improvement

- Best Work Practices
- Building Teams
- Compliance Tracking
- Construction Preparation
- Creating Continuous Flow
- Decision Making
- Delivery Procedures
- Guidelines Interpretation
- Product Specifications
- Professional Standards
- Quality Control
- Safety Leadership
- Solving Production Problems
- Team Leadership Skills
- Work Site Quality Control

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

PL- Commercial Skills

- Audio/Visual Integration
- Equipment Testing
 - Internet, Cable, and Security Networks
- Infrastructure Inspection Procedures
- Installation Operations
 - Installing Communication and Security Networks
- Structured Cabling
- Telecommunications Networks Equipment
 - Modems
 - Routers
 - Network Controllers
 - Wireless Power Supplies
- Underground Construction



IBEW Local 332 | 2125 Canoas Garden Ave, Ste 100 | San Jose, CA 95125
PHONE 408.269.4332 | **FAX** 408.979.5500 | **EMAIL** info@ibew332.org

October 9, 2024

Employment Training Panel
1100 J Street
Sacramento, CA 95814

Re: Radonich Corp. DBA. Cal Coast Telecom

Dear Panel Members,

We understand Radonich Corp. DBA. Cal Coast Telecom 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:

29 Communications & Systems Installers
11 Communications & Systems Technicians
9 Senior Communications & Systems Installers

ETP - 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.

Thank you,

Javier M. Casillas
Business Manager/Financial Secretary



Training Proposal for:

T.L.S. Parts, Inc. dba Benzeen Auto Parts

Contract Number: ET25-0158

Panel Meeting of: December 13, 2024

ETP Regional Office: Sacramento

Analyst: K. Mam

Project Profile

Contract Attributes:	HUA Retrainee SB < 100	Industry Sector(s):	Retail Trade	
		Priority Industry:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Counties Served:	Sacramento, Yuba, 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: 73	U.S.: 73	Worldwide: 73	
<u>Turnover Rate:</u>	8%			
<u>Managers/Supervisors:</u> (% of total trainees)	N/A			

Funding Detail

In-Kind Contribution
\$134,750

Total ETP Funding
\$100,800

Training Plan Table

Job No.	Job Description	Estimated No. of Trainees	Range of Hours			Average Cost per Trainee	Post-Retention Wage
			Class / Lab	CBT	Weighted Avg:		
1	Retrainee	70	8-200	0-6	60	\$1,440	\$22.55

*Post-Retention Wage is the Contractual Wage.

Published Minimum Hourly Wage by County:	
Job Number 1:	\$22.55 per hour for Sacramento and Yuba counties \$23.15 per hour for Los Angeles County
Health Benefits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	This is employer share of cost for healthcare premiums – medical, dental, vision.
Used to meet the Post-Retention Wage?: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Health Benefits may be used to meet the Post-Retention Wage as follows:	
Job Number 1:	\$2.11

Wage Range by Occupation					
Occupations	Wage Range	Estimated number of trainees			
		Total	\$15 to \$20	\$20.01 to \$25	Over \$25.01
JOB NUMBER 1 - Retrainee					
Logistics	\$21.04 - \$26.91	16	0	12	4
Fulfillment	\$21.04 - \$37.31	14	0	8	6
Auto Dismantling	\$21.04 - \$44.13	13	0	7	6
Administrative	\$21.63 - \$87.50	6	0	2	4
Sales	\$25.00 - \$43.61	11	0	1	10
Management	\$35.65 - \$47.00	5	0	0	5
Executive	\$39.75 - \$76.92	4	0	0	4
Owner	N/A	1	0	0	1

Introduction

Founded in 2010 and headquartered in Rancho Cordova, T.L.S. Parts, Inc. dba Benzeen Auto Parts (Benzeen Auto Parts) (www.tlsautorecycling.com) delivers premium auto parts and automotive parts recycling for mechanical shops, auto dealership, repair centers, collision repair shops, and individual car owners throughout California. Training will be for its three locations in Sacramento, Yuba, and Los Angeles counties. This is Benzeen Auto Parts first ETP project.

Veterans Program

Benzeen Auto Parts does not actively recruit Veterans however the Company employs veterans and welcome veterans.

Project Details

Due to ongoing advancement in technological complexity in vehicles and expansion efforts, Benzeen Auto Parts has implemented a training plan focus on the following:

- **Technology Advancements:** With the evolution of electric vehicles (EVs), computerized components, and intricate sensors and systems, staff will need to be trained on vehicle dismantling, understanding sensor networks, and navigating software interfaces.
- **Environmental Concerns and Regulations:** In order to address environmental concerns and regulatory hurdles with EVs on battery disposal and recycling, staff will need specialized training on safely removing charged components and adhering to strict storage guidelines.
- **Customer Relationship Management (CRM) Technological Training:** In order to stay competitive against out-of-state competition, the Company has invested heavily in its custom-designed CRM and Artificial Intelligence (AI) software. Employees must be equipped with the knowledge to leverage AI synergistically with the CRM, maximizing efficiency and competitiveness. As the CRM undergoes regular updates and enhancements, continuous training ensures that the workforce remains agile and adept at harnessing the full potential of the Company's technological infrastructure.
- **Expansion:** Benzeen Auto Parts anticipates doubling in size in the next two years. The Company plans on opening new offices throughout California. Training will be necessary as the Company streamlines its training protocols to ensure uniformity in skill levels across teams.
- **Acquisition of Large Equipment:** The Company has invested over \$2M on new equipment including vehicle crushers, excavators, loaders, and tire and box shredders. Each piece of equipment demands skilled operators to ensure optimal performance and safety. Staff will train on equipment operation to ensure proper operation and safety measure are met.

Training Plan

Training will be delivered via Classroom/Laboratory, E-Learning, and Computer-Based Training (CBT). In-house subject matter experts and external training vendors may be utilized to deliver training in the following:

Business Skills: Training will be offered to all occupations. Training will focus on improving customer satisfaction. Training topics include Business Communication, Customer Service, and Interpersonal Communications.

Commercial Skills: Training will be offered to Fulfillment, Logistics, Administrative, Owner, Sales, Auto Dismantling, Executive, and Management. Training will focus on machine operation. Training topics include Maintenance, Cleaning & Repair, Auto Part Removal, and Heavy Equipment.

Computer Skills: Training will be offered to all occupations. Training will focus on the company's internal software. Training topics include Building Information Modeling (BIM), CNC Programming/Operating, and Proprietary Software.

Continuous Improvement Skills: Training will be offered to all occupations. Training will focus on improving workflow processes. Training topics include Cross Training, Lean Manufacturing, and Process Capability.

Hazardous Materials Skills: Training will offered to all occupations. Training will focus on proper waste removal. Training topics include Hazardous Chemical Cleaning/Handling and Hazardous Waste Cleaning.

Certified Safety Training

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

Computer-Based Training (CBT)

CBT will be provided to supplement class/lab which is a more convenient means of delivering basic training. Trainees will receive between 0-6 hours of CBT.

High Unemployment Area

Some trainees work in a High Unemployment Area (HUA), a region with unemployment exceeding the state average by at least 25%. The Company’s locations in Yuba 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 pre-retention wages. However, the Company is not requesting a wage modification.

Commitment to Training

Benzeen Auto Parts invests over \$80,000 for all its locations annually on training including orientation, sexual harassment, 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

Benzeen Auto Parts’ Project Manager, with the assistance of the Training Director and HR Manager, will be responsible for overseeing all training aspects of the project including collecting rosters, scheduling training, and enrolling trainees. Additionally, the Company has hired a third-party administrator with extensive ETP administration experience to work closely with staff to complete the project successfully. Training will be provided by in-house subject matter experts and the Company may utilize external vendors if necessary.

Subcontractors

Subcontractor Type	Subcontractor Name	City, State	Cost / %
Development	Carrazco LLP, Innovative Tax Solutions	Sacramento, CA	\$3,000
Administrative	Carrazco LLP, Innovative Tax Solutions	Sacramento, CA	4% of Earned Amount

Secondary Subcontractor(s)

Subcontractor Type	Subcontractor Name	City, State	Cost / %
Development	Sierra Consulting Services, Inc.	,	\$7,000
Administrative	Sierra Consulting Services, Inc.	,	9% of Earned Amount

Training Subcontractors	City, State	Cost	Description of Service
To Be Determined	-	-	-

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Accounting
- Budget Analysis
- Business Communication
- Business Fundamentals
- Business Writing
- Behavior Style Strategies
- Conflict Resolution
- Creative Marketing
- Customer Relationship Management
- Customer Service
- Communication Styles
- Cost Control
- Dealing with Difficult People
- Develop Employee Accountability
- Employee Engagement
- Finance
- Interpersonal Communications
- Leadership
- Marketing/Sales Techniques & Strategy
- Negotiating
- Organizational Structure Development
- Planning and Organization
- Product Knowledge
- Project Management and Methodology
- Project Requirements Analysis and Specifications
- Property and Resource Management Skills
- Retaining Customers
- Relationship Building
- Strategic Planning
- Supervisor Skills
- Time Management

Commercial Skills

- Assembly
- Battery
- Bench work
- Bidding
- Blueprint Reading and Schematics
- Calibration
- Coordinate Measuring Machines/Optical/Electronic Tools
- Dimension & Tolerance

- Dismantling Skills
- Electric Motors & Drives
- Electrical and Electronics
- Equipment Operation
- Hand Tools
- Heavy Equipment
- Hydraulics
- Identification/Testing
- Inspections
- Inventory Control
- Job Planning & Preparation
- Lead Awareness/Removal
- Machine Operations
- Maintenance, Cleaning & Repair
- Measurements and Calculations
- Operational Skills
- Parts and Products
- Auto Part Removal
- Picture Intake (Inventory Intake)
- Power Sources
- Power Tools
- Power Transmission Systems
- Precision Inspection
- Process Control & Documentation
- Recycling/Repurposing Practices
- Shipping/Receiving
- Scanning
- System Components
- Troubleshooting
- Warehousing
- Waste Management
- Welding
- Work Order Processing
- Writing Inspection Reports

Computer Skills

- Autodesk/AutoCAD
- Building Information Modeling (BIM)
- ChatGPT
- CNC Programming/Operating
- Computer Aided Design (CAD)
- Computer Aided Machining (CAM)
- Customer Relationship Management (CRM)
- Enterprise Resource Planning (ERP)
- Financial Management System
- Intermediate/Advanced Microsoft Office
- Proprietary Software
- QuickBooks

- Bid Buddy
- Powerlink
- EZ Suite
- Asana
- Braintree

Continuous Improvement Skills

- 5S
- Cross Training
- Communication Skills
- Creating a Quality Organization
- Change Management
- Coaching Procedures
- Decision Making
- Effective Meetings for Leaders
- Lean Manufacturing
- Meeting Management
- Production Operations/Workflow
- Process Improvement
- Project Management
- Problem Solving and Decision Making
- Process Capability
- Quality Measurement Systems
- Root Cause Analysis
- Systems Failure Analysis
- Team Building
- Teamwork Development Skills

Hazardous Materials Skills

- Hazardous Chemical Cleaning/Handling
- Hazardous Materials Identification/Handling
- Hazardous Waste Cleaning

Safety Skills - OSHA 10 (Certified-OSHA Instructor)

- OSHA 10

Safety Skills - OSHA 30 (Certified-OSHA Instructor)

- OSHA 30

Computer-Based Training

Trainees may receive any of the following:

Commercial Skills

Vera Suites Automotive Recycler's Association (ARA):

- ARA - Electric and Hybrid Training - 104 min
- ARA - Airbag and Explosive Pretensioner Safety - 15 min
- ARA - Gas Coolant - 20 mins

- ARA - Inventory Specialist & Parts Grading- 30 mins
- ARA - Safe Removal and Handling of EV, Hybrid, & 12v Batteries - 30 mins
- Automotive Lift Safety Training - 45 min
- Hoist Safety - 15 mins
- Forklift Safety - 40 mins
- Welding and Hot Works - 45 mins

Hazardous Materials Skills

- Bloodborne Pathogen - General Awareness- 15 mins



Training Proposal for:
TechNet Partners, Inc. dba TechNet Partners

Contract Number: ET25-0201

Panel Meeting of: December 13, 2024

ETP Regional Office: San Diego

Analyst: T. Ky

Project Profile

Contract Attributes:	Priority Rate Retrainee SB < 100	Industry Sector(s):	Professional, Scientific, and Technical Services	
		Priority Industry:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Counties Served:	Orange, 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: 85	U.S.: 175	Worldwide: 175	
Turnover Rate:	12%			
Managers/Supervisors: (% of total trainees)	N/A			

Funding Detail

In-Kind Contribution
\$145,365

Total ETP Funding
\$130,900

Training Plan Table

Job No.	Job Description	Estimated No. of Trainees	Range of Hours			Average Cost per Trainee	Post-Retention Wage
			Class / Lab	CBT	Weighted Avg:		
1	Priority Rate SB < 100 Retrainee	85	8-200	0-0	55	\$1,540	\$22.55

*Post-Retention Wage is the Contractual Wage.

Published Minimum Hourly Wage by County:	
Job Number 1:	\$22.55 per hour in Orange County and \$22.72 in San Diego County.
Health Benefits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	This is employer share of cost for healthcare premiums – medical, dental, vision.
Used to meet the Post-Retention Wage?: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Health Benefits may be used to meet the Post-Retention Wage as follows:	
Job Number 1:	\$2.33

Wage Range by Occupation					
Occupations	Wage Range	Estimated number of trainees			
		Total	\$15 to \$20	\$20.01 to \$25	Over \$25.01
JOB NUMBER 1 - Priority Rate, Retrainee					
Technician	\$20.22 - \$35.00	74	0	5	69
Administration Staff	\$20.23 - \$35.00	5	0	1	4
Supervisor/Manager	\$20.25 - \$40.00	5	0	2	3
Owner	N/A	1	0	0	1

Introduction

Founded in 2011 and headquartered in Carlsbad, TechNet Partners, Inc. dba TechNet Partners (TechNet) (www.technetpartners.com) is a technology contractor with a wide range of industry and vendor-specific certifications. The Company designs and installs information technology infrastructure for its diverse customer base. TechNet designs and builds structured cabling systems, data center network infrastructure, and wireless access points across a range of applications. To support growth in the Southern California region, TechNet has offices in Carlsbad, Mission Viejo, and San Diego. Employees based in these locations will participate in training under this proposal.

TechNet’s design team works to bridge technology needs with the critical expertise required during the installation process for its clients’ projects. The Company collaborates with architects, engineers, general contractors, electrical contractors, and end users to design and build customized IT infrastructure. TechNet’s infrastructure technology solutions and services include building out or relocating data centers, laying cables for wired networks, and installing wireless networks and access points at corporate and school campuses, data centers, hotels, government facilities, and Major League Baseball stadiums. Some of the Company’s current clients include Amazon, COX Business, Marriott and Hilton hotels, and Major League Baseball ballparks throughout California. This will be TechNet’s second ETP Contract, and the second in the last five years.

Veterans Program

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

Project Details

Previous training focused on Commercial Skills for Technicians that led to obtaining industry certifications and skills needed for successful installation of products and systems developed by Cisco, Aruba, and CommScope. Training for this proposal will emphasize the skills needed to work on data center projects, as well as the industry shift toward more cloud computing and increasingly complex wireless systems. This proposal duplicates some curriculum topics from the previous contract; however, the actual course content has changed due to evolving technology and customized client needs.

IT companies develop and release updated products and systems on a regular basis. In order to properly assess, design, build, install, and maintain up-to-date information technology infrastructure, TechNet must provide its employees with the training needed to keep current with industry changes. The widespread shift to advanced wireless technology means increased Computer Skills training on new and updated systems used by TechNet clients. Commercial Skills training across all occupations keeps staff knowledgeable of the latest hardware infrastructure and configurations necessary to support the new wireless technology. Company-wide growth and expansion of the client base also necessitate added Business Skills training to promote effective communication and increased efficiency.

TechNet continues to frequently bid on public sector projects. To win these bids, the Company must comply with bid specifications that require specific certifications and compliance maintenance requirements. All Technicians will receive the necessary training to install products and receive or maintain certifications to work on these public sector projects. ETP funding ensures that TechNet's workforce remains highly skilled and adaptable, enabling it to meet the increasing demands of a rapidly growing market.

Training Plan

Training will be delivered via class/lab and E-Learning in the following:

Business Skills: This training will be offered to all occupations. Training will promote efficiency and provide staff with the knowledge and skills to increase production. Training will focus on topics such as Goal Setting, Product Knowledge, Time Management, and Communication Skills.

Commercial Skills: Training will be offered to Technicians and Managers/Supervisors. Trainees will receive training specific to installation requirements. Courses topics include Design & Install Wireless Access Points & Servers, Cabling (Pull, Run & Terminate), Direct Burial Trenching, Installation Techniques/Procedures, and Vault Installation.

Computer Skills: Training will be provided to all occupations. Trainees will gain skills and knowledge to assess, design, build, and install the products and execute the services its customer base requires. Trainees will expand their knowledge of updates to systems created by Cisco and Citrix as well as learn new skills from courses on Cybersecurity, Wi-Fi Technology, and Cloud Computing.

Alternate Recordkeeping

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

Commitment to Training

TechNet invests \$100,000 in job skills and technology training in California which lead to certifications, increased product knowledge, and eventually higher wages. ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

The Chief Operating Officer will oversee all aspects of the training project. The Human Resources Manager will be responsible for reports and internal data collection for tracking purposes. There will be staff at each location to help coordinate training and an internal team of high-level subject-matter experts and Managers/Supervisors will deliver training. In addition, TechNet has retained an administrative subcontractor, Training Funding Source, to provide additional administrative support.

Prior Projects

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

Contract No.	Term	Approved Amount	Payment Earned	
			\$	%
ET23-0140	08/29/22 - 08/28/24	\$193,200	\$0	(0%)

*ET23-0140: Based on ETP Systems, 9,286 reimbursable hours have been tracked for potential earnings of \$193,200 (100% of approved amount), and a final payment invoice was submitted as of 8/7/24 and is awaiting processing. TechNet projects 100% performance based on hours delivered.

Subcontractors

Subcontractor Type	Subcontractor Name	City, State	Cost / %
Development	Training Funding Source	Seal Beach, CA	\$1,900
Administrative	Training Funding Source	Seal Beach, CA	13% of Earned Amount

Training Subcontractors	City, State	Cost	Description of Service
To Be Determined	-	-	-

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Communication Skills
- Business Development
- Goal Setting
- Leadership
- Negotiation
- Product Knowledge
- Project Management
- Tax and Accounting
- Time Management

Commercial Skills

- Audio/Visual
- Cabling (Pull, Run & Terminate)
- Conduit Placement
- Copper and Fiber Wiring Installation
- Data Centers (Install Rack Servers & Fiber Optic Splicing)
- Design & Install Wireless Access Points & Servers.
- Direct Burial Trenching
- Distributed Antenna Systems
- Electrical, Electro/Mechanical
- Engineering & Design
- Installation Techniques/Procedures
- Maintenance/Tenant Improvement
- Network Design and Documentation
- Security & Access Control
- Vault Installation

Computer Skills

- Application Traffic Performance
- Sonicwall
- Cabling
- Cisco
- Citrix
- Data Backup
- Disaster Recovery
- Hyper V
- HTML
- LAN/WAN Infrastructure Design
- Microsoft Sharepoint
- Microsoft Exchange
- Network Design and Configuration
- Network Monitoring

- Network Programming
- VMware
- Virtualization Tools
- Wifi Network Programming
- Windows Server
- Windows 11
- Wireless Design & Implementation
- Artificial Intelligence (AI)
- Cloud Computing
- Wi-Fi Technology
- Ekahau
- Heat Mapping
- Aruba (Hewlett Packard Enterprise)
- Ruckus
- Nomadix
- Cybersecurity
- Data Analytics & Big Data
- Internet of Things
- 5G Technologies



**Training Proposal for:
Terrakotta, Inc. dba Laguna Clay Co.**

Contract Number: ET25-0131

Panel Meeting of: December 13, 2024

ETP Regional Office: North Hollywood

Analyst: M. Reeves

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate SB <100	Industry Sector(s):	Manufacturing 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: 94	U.S.: 125	Worldwide: 125
<u>Turnover Rate:</u>	8%		
<u>Managers/Supervisors:</u> (% of total trainees)	N/A		

FUNDING DETAIL

In-Kind Contribution
\$118,410

Total ETP Funding
\$131,600

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Priority Rate SB <100	Business Skills, Computer Skills, Continuous Impr., HazMat, Mfg. Skills, OSHA 10	94	8–200	0	\$1,400	\$23.15
				Weighted Avg: 50			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: \$23.15 per hour for Los Angeles County
Health Benefits: Yes No This is employer share of cost for healthcare premiums – medical, dental, vision.

Used to meet the Post-Retention Wage?: Yes No Maybe
 Up to \$2.50 per hour may be used to meet the Post-Retention Wage.

Current Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Administration Staff	\$20.65 - \$25.00	1
	\$25.01 - \$38.00	3
Manager/Supervisor	\$20.70 - \$25.00	2
	\$25.01 - \$45.00	8
Production Staff	\$20.65 - \$25.00	3
	\$25.01 - \$40.00	77

INTRODUCTION

Founded in 1976 and headquartered in the City of Industry, Terrakotta, Inc. dba Laguna Clay Co. (Laguna Clay) (www.lagunaclay.com) manufactures clays, glazes, kilns, potter's wheels, spray booths and refractories for the ceramics industry. The Company's customers include schools, pottery distributors, potters, ceramicists, and tile manufacturers. It operates two additional locations in Ohio and Florida. Training will be delivered at its facility in the City of Industry.

This will be Laguna Clay's third ETP Contract, and the third in the last five years. Its prior ETP project began to lay the foundation for essential skills improvement as the Company strived to maintain its competitiveness during the challenging times associated with the COVID-19 pandemic. In this proposal, Laguna Clay will expand on the successful components of the previous project, as well as introduce several new initiatives designed to expand the Company's production capacity and avenues for growth. This proposal includes some curriculum topics from the previous contract; however, all of the course materials have been updated, and many of the targeted trainees are seeing the content for the first time. Accordingly, there will be no duplication of training from a previous ETP Contract.

Veterans Program

Laguna Clay has not included a separate Veterans (Job Number) component in this proposal. The Company does actively recruit veterans for various employment opportunities within the organization, and has utilized the Veterans Administration as a recruitment resource.

PROJECT DETAILS

With more than 40 years in business, Laguna Clay has identified several antiquated business practices that need to be improved. As a result, the Company is seeking to upgrade various processes and procedures on the factory floor and in the office.

On the production side, it plans to establish Lean principles to enhance operational efficiency and to reduce costs. Areas of emphasis include supply chain and logistics, quality control measures, and new equipment to support the manufacturing of new lines of clay products. The Company will also be implementing the use of scan guns in the warehouse.

On the office administration side, Laguna Clay aims to improve in the areas of customer relations, product knowledge, accurate and timely billing, strategic planning, and E-commerce skills. It will implement various cross-training initiatives between factory and office personnel to reduce departmental bottlenecks with improved communication, teamwork and frontline leadership. In addition, the Company continues to roll out innovative ERP software that affects most departments throughout the organization. Significant training will ensure that all employees become familiar with the functionality of new business solutions and process improvements.

Training Plan

Training will be conducted via Class/Lab and E-Learning delivery methods as outlined below:

Business Skills: This training will be offered to all occupations on topics such as Communication, Product Knowledge, Customer Satisfaction, Budgeting, Problem Solving, and Project Management.

Computer Skills: This training will be offered to all occupations. Employees across all departments will improve their proficiency in using business solutions and enterprise resource planning tools. Workers will also learn how to organize and process information, manage inventory, and coordinate product distribution channels more efficiently.

Continuous Improvement: This training will be offered to all occupations on process improvements, quality systems, and Lean methodologies that enhance productivity, improve quality control procedures, and reduce waste.

Hazardous Materials (HazMat): This training will be offered to Production Staff and Managers/Supervisors. Trainees will learn topics such as Flammable Liquids and Gases specific to Laguna Clay's manufacturing processes.

Manufacturing Skills: This training will be offered to Production Staff and will focus on the safe and efficient use of production tools such as mills, lathes, saws, and welding equipment. Some topics include Equipment Operation, Machine/Equipment Safety, Materials Handling and Storage, Job Costing, and Storm Water Pollution Prevention Program.

Certified Safety Training

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

Commitment to Training

Laguna Clay has an annual training budget of approximately \$100,000 for its California location. Company-funded training includes new hire orientation and basic on-the-job training. ETP funds will not displace the Company's existing financial commitment to training. Safety training is provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

Laguna Clay's Human Resources Manager (dedicated administrator) will oversee this project. The Company's Office Manager will coordinate the scheduling, delivery, and documentation of training. Training will be provided by in-house subject-matter experts and by outside training vendors as needed. It has also retained a third-party subcontractor - Training Funding Source (TFS) to assist with ETP administration.

PRIOR PROJECTS

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

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
ET22-0243	City of Industry	02/04/22 – 02/03/24	\$56,580	\$54,957 (97%)
ET18-0169	City of Industry	03/06/18 – 03/05/20	\$83,200	\$52,893 (64%)*

*ET18-0169 – The Contractor reported that a disruption in business operations was caused by the gradual onset of the COVID-19 pandemic, and training planned for this prior contract was not fully implemented. For its subsequent ETP project, the Contractor successfully implemented a more structured training schedule that accommodated the limitations of social distancing and utilized E-Learning when necessary.

The Company has learned from the proven best practices of its most recent contract (ET22-0243) and believes that it now has the necessary training infrastructure in place to support the expanded training plan outlined in this proposal.

DEVELOPMENT SERVICES

The Company retained TFS in Seal Beach to assist with development for a flat fee of \$1,900.

ADMINISTRATIVE SERVICES

TFS was also retained to 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

- Change Management
- Budgeting/Finance
- Building a Team
- Coaching Skills
- Collaboration
- Communication
- Conflict Management
- Customer Collections
- Customer Satisfaction
- Developing New Opportunities
- Leadership Training
- Planning
- Problem Solving
- Product Knowledge
- Risk Management
- Time Management
- Project Management

Computer Skills

- Adobe Illustrator and Photoshop
- Sage PFW ERP/Batch Master/Sage Payments
- Human Resources Software Applications
- Microsoft Office (Word, Excel, PowerPoint)
- Payroll Software Applications
- E-Commerce/Shopify

Continuous Improvement

- Productivity Improvement
- Quality Systems and Procedures
- Procurement/Supply Chain
- Quality Assurance and Control
- Lean (5S, Kaizen, Kanban)

Hazardous Materials Skills

- Flammable Liquids
- Gases
- Material Safety Data Sheet (MSDS)

Manufacturing Skills

- Equipment Operation
- Bagging Machines
- Machine/Equipment Safety

- Installation Procedures
- Job Costing
- Material Sourcing
- Materials Handling and Storage
- Power Tool Use and Guarding
- Site Logistics
- Slips, Trips and Falls
- SWPPP (Storm Water Pollution Prevention Program)

Safety Skills - OSHA 10 (Certified-OSHA Instructor)

- OSHA 10



**Training Proposal for:
Clorox Manufacturing Company dba Clorox**

Contract Number: ET25-0163

Panel Meeting of: December 13, 2024

ETP Regional Office: San Francisco Bay Area

Analyst: N. Shafqat

PROJECT PROFILE

Contract Attributes:	Priority Rate Retrainee	Industry Sector(s):	Manufacturing Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Alameda, Solano, San Bernardino	Repeat Contractor:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Number of Employees in:	CA: 1,052	U.S.: 6,114	Worldwide: 8,463
<u>Turnover Rate:</u>	14%		
<u>Managers/Supervisors:</u> (% of total trainees)	12%		

FUNDING DETAIL

In-Kind Contribution
\$1,165,710

Total ETP Funding
\$540,960

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., Mfg. Skills	460	8-200	0-56	\$1,176	\$25.00
				Weighted Avg: 42			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: \$24.60 per hour in Alameda County; \$22.55 per hour in Solano and San Bernardino 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 this employer does provide health benefits, they are not being used to meet Post-Retention Wage.

Current Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Corporate Support Staff	\$29.14 - \$45.00	35
	\$45.01 - \$66.00	95
Information Technology Staff	\$43.00 - \$76.00	55
Managers	\$46.00 - \$85.00	55
Manufacturing Staff	\$25.00 - \$45.00	40
	\$45.01 - \$52.00	30
Marketing/Sales Staff	\$35.00 - \$70.00	43
Research and Development Staff	\$55.00 - \$75.00	27
Scientist/Engineering Staff	\$40.00 - \$60.00	20
	\$60.01 - \$75.00	60

INTRODUCTION

Founded in 1913 and headquartered in Oakland, Clorox Manufacturing Company dba Clorox (Clorox) (www.thecloroxcompany.com) is an American global manufacturer and marketer of consumer and professional cleaning products. The Company specializes in health and wellness products with a goal to building a cleaner, healthier, and safer environment for all settings. With a large customer base, Clorox provides its products to customers worldwide through mass merchandising, retail outlets, e-commerce channels, distributors, and medical supply providers. Clorox has two affiliates that will participate in this project: Clorox Services Company and The Clorox Company. Both affiliates are represented at all four of the Company’s locations in Oakland, Pleasanton, Fairfield, and Redlands. Training will take place at all four above listed locations of the Company’s facilities, with the participating affiliates. This will be Company’s first ETP Contract.

Veterans Program

Although Clorox does not have a specific training program for veterans, the Company understands the benefits of hiring, developing, and retaining veterans within its organization. Clorox has an Employee Resource Group called VetNet that is dedicated to hiring, enabling, and embracing its military family. In fiscal year 2024, veterans represent approximately 5% of the overall employee population.

PROJECT DETAILS

During 2023, Clorox experienced rapid growth while continuing to invest in the long-term health of its brands, categories, and capabilities. The Company invested \$500 million in its digital transformation such as improving innovation and enhancing digital commerce with the intent to ensure the technological component of the Company functions well. These investments helped the Company deliver consumer-inspired innovation, further strengthening its brand value, and advancing its digital transformation to drive long-term profitable growth.

The following are examples of the digital transformation the Company has implemented that is driving its training demand:

- Changed from being function focused such as sales, marketing, research and development, and finance, to business planning function such as use of CPro software and Enterprise Resource Planning Software (ERP).
- With the new Enterprise Resource Planning Software (ERP), the Company is leaning into Data Engineering and Data Science to support the ability to leverage data faster and more efficiently rather than Finance Analysts manually reviewing the data and building forecasts. With these changes, the General Managers are able to make decision faster and without as many Leadership Meetings.
- A new Global Business Services (GBS) team is investigating technology to supercharge its global processes, enhance supplier relationships, and align with enterprise priorities.

In this proposal, training will be focused on sharpening the internal capabilities of the Company and meeting consumer demand. The training will also assist Clorox's business unit in the digital transformation (new ERP & GBS) journey to better serve its customers in healthcare, education, hospitality, and other industries that have widely adopted online purchasing since the pandemic. This proposed project will allow Clorox to implement a new in-depth training curriculum related to new processes and procedures for changing cleaning practices and new product lines.

Training Plan

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

Business Skills: this training will be offered to all occupations on course topics that include Business Process Skills/Business Acumen and Finance/Accounting Skills to improve business and customer service skills.

Computer Skills: this training will be offered to all occupations on topics that include Cybersecurity/Information Security Skills and Microsoft Azure Skills to enhance workforce productivity.

Continuous Improvement: this training will be offered to all occupations on course topics such as Change Management, Engineering Process/Design Skills, and Team Building Skills.

Manufacturing Skills: this training will be offered to Information Technology Staff, Manufacturing Staff, Research and Development Staff, and Scientist/Engineering Staff on course topics such as Assembly Process/Procedure, Production Operations, and Warehousing Operations and Distribution.

Computer-Based Training (CBT)

CBT will be provided to supplement Class/Lab and E-Learning which is a more convenient means of delivering basic training. Trainees will receive between 0–56 hours of CBT.

Commitment to Training

Annually, the Company spends \$1,900,000 on training that includes on-boarding, safety training, and other federally mandated 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

Clorox's Senior Manager of Learning and Development (dedicated administrator) will manage the ETP Project. The dedicated administrator will oversee the scheduling, delivery, and documentation of training, with assistance from assigned Administrators for the learning-management system (LMS). The Training Coordinators at each facility will ensure that training data is correctly entered into Clorox's LMS. Training will be delivered by more than 50 qualified (in-house) trainers and by outside vendors on a case-by-case basis. The Company has also hired a third-party subcontractor to assist with ETP administration.

Electronic Recordkeeping/LMS

Clorox uses Workday Learning System to manage all training hours for employees. Staff has reviewed and approved LMS for ETP recordkeeping.

Impact/Outcome

The proposed ETP funding will allow Clorox to implement new curriculum related to the new products, processes, and systems described herein. This will allow the Company to expand the amount of training it can provide to its incumbent and newly hired workforce to enable Clorox to continue to innovate and compete. Additionally, ISO certifications will result from ETP training.

DEVELOPMENT SERVICES

Clorox has retained Training Funding Partners (TFP) in Fountain Valley to assist with the development of this proposal for a flat fee of \$25,000.

ADMINISTRATIVE SERVICES

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

TRAINING VENDORS

To Be Determined

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Business Process Skills/Business Acumen
- Communication/Conflict Resolution
- Customer Support Skills
- Effective Business Writing
- Finance/Accounting Skills
- Microbiological Risk Assessment
- Presentation Skills
- Purchasing Skills
- Time Management
- Train-the-Trainer

Computer Skills

- Cybersecurity/Information Security Skills
- Data Analytics/Database Systems
- Data Security Skills
- Engineering System Skills
- Microsoft Office (Intermediate/Advanced)
- Microsoft Azure (Cloud Computing Software)
- Research and Development System Skills
- Agile (Project Management Software)
- Microsoft Power BI (Data Visualization Software)

Continuous Improvement

- Change Management
- Decision Making Skills
- Engineering Process/Design Skills
- Feedback Skills
- ISO Certification Skills
- Leadership/Coaching Skills
- Process Management/Innovation Skills
- Project Management Skills
- Risk Management/Mitigation
- Team Building Skills

Manufacturing Skills

- Assembly Process/Procedure
- Equipment Maintenance
- Equipment Operation Skills
- Equipment Safety: Extruder Safety, Microbiological Risk
- Manufacturing Process Skills

- New/Upgraded Equipment Skills
- Production Operations
- Warehousing Operations and Distribution

Computer-Based Training

Business Skills

- Introduction to Customer Obsessed for Marketers (0.5 hours)
- Enterprise Structure Overview (1 hour)
- Finance 101 (0.5 hours)
- Microsoft 365 Copilot Pro Training (1 hour)
- Overview and Navigation S/4 GUI (0.5 hours)

Manufacturing Skills

- Biosafety Level 2 (BSL- 2) Training (1 hour)
- Bloodborne Pathogens for CPC Lab Employees and Medical Responders (1 hour)
- Carbon Monoxide Poisoning (0.5 hours)
- Combustible Dust Hazard (0.5 hours)
- Copilot Bing Chat Enterprise (0.5 hours)
- Documentation of Protocol Amendments, Protocol Deviations and SOP Deviations (0.5 hours)
- Fairfield Plant - Finished Goods Inventory and Storage (0.5 hours)
- Fairfield Plant Handling and Investigating of Out of Specification Finished Goods (0.5 hours)
- Fairfield Plant Raw Material - Receiving, Inspection, Storage, Testing & Release (0.5 hours)
- Forklift Maneuvers: All The Right Moves (1 hour)
- Forklift: Inspect Recharge Refuel (1 hour)
- Forklifts: Understanding the Risks (1 hour)
- Hazardous Energy Control (0.5 hours)
- Introduction to Microbiological Risks in Cleaning Products (0.5 hours)
- Microbiological Risk Awareness in Cleaning Products and Manufacturing Facilities (0.5 hours)
- Product Issue Team (PIT) Overview e-Learning (0.5 hours)
- Production and Maintenance of Standard Operating Procedures (0.5 hours)
- Safety Matters: Lab Safety (1 hour)
- Safety Matters: Lockout/Tagout (0.5 hours)
- Systems, Applications, and Products (SAP) Analytics Cloud Navigation (0.5 hours)
- Systems, Applications, and Products (SAP) Analytics Cloud Report Operations (0.5 hours)
- Stormwater General Awareness (0.5 hours)
- Training and Certification Procedures (0.5 hours)
- Use of DocuSign for Electronic Signatures on Good Laboratory Practice Documents (0.5 hours)



**Training Proposal for:
Pacific Gas and Electric Company**

Contract Number: ET25-0151

Panel Meeting of: December 13, 2024

ETP Regional Office: San Francisco Bay Area

Analyst: R. Jackson

PROJECT PROFILE

Contract Attributes:	SET Priority Rate Retrainee	Industry Sector(s):	Utilities Services Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Northern and Central California	Repeat Contractor:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No International Brotherhood of Electrical Workers (IBEW) Local 1245		
Number of Employees in:	CA: 23,000	U.S.: 23,000	Worldwide: 23,000
<u>Turnover Rate:</u>	7%		
<u>Managers/Supervisors:</u> (% of total trainees)	0%		

FUNDING DETAIL

In-Kind Contribution
\$1,497,009

Total ETP Funding
\$500,976

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	Commercial Skills	639	8-200	0	\$784	\$71.11
				Weighted Avg: 28			

*Post-Retention Wage is the Contractual Wage. This wage is the lowest reflected for the occupations in the training plan matching the collective bargaining agreement (CBA).

Minimum Wage by County: \$30.75 per hour (SET/Priority Industry) statewide.

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

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

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

Current Wage Range by Occupation

Occupation Titles	Actual Wage Range	Estimated # of Trainees
*Line Worker	\$74.76 - \$88.43	82
Lineman	\$67.92 - \$74.40	557

*In instances where the CBA's wage is higher than the ETP wage, the CBA wage shall prevail.

INTRODUCTION

Founded in 1905 and headquartered in Oakland, Pacific Gas and Electric Company (PG&E), (<https://www.pge.com>) is a utility company that provides natural gas and electric services for an estimated 16 million customers throughout a 70,000 square-mile-service area in northern and central California. The Company is regulated by the California Public Utilities Commission. PG&E Corporation (the parent company) is not a party to the proposal. Training will be provided at its electric training headquarters' facility (PG&E Training Academy) located in Livermore or in the field when needed. Training will be delivered to employees from across 36 counties in Northern and Central California.

This will be PG&E's first ETP Contract.

Veterans and Diversity Programs

Although a veterans' component is not included in this project, PG&E has an internal resource group titled Veteran Employee Resource Group wherein PG&E provides leaders with unique insights and strategies for recruiting, interviewing, and hiring veterans. PG&E has also been recognized by the following organizations for its commitment to diversity: Best Places to Work for LGBTQ + Equality 2022 (Human Rights Campaign); The Best Employers for Diversity 2022 (Forbes); Hire Vets Platinum Award 2022 (U.S. Department of Labor); Best Places to Work 2022 (DEI); Best Companies for Diversity 2023 (Black Enterprise); and, Best Employers for New Grads 2023 (Forbes).

Union Support

Line Worker and Lineman are represented by International Brotherhood of Electrical Workers Local 1245. The union has submitted a letter of support for this training project.

PROJECT DETAILS

PG&E represents the training proposed is driven by quality and safety related assessments identifying the areas where improvements can be made. Order Instituting Investigations (OII) drives the need for training. ETP funding will help the Company improve the delivery of services to its customers by reducing error rates and simultaneously help to improve safety for everyone by refreshing and upgrading the skills of the specific occupations (Lineman and Line Worker) identified in this proposal.

While the refresher training on the curriculum may appear to be a repeat of initial training of the same name, it is in fact a higher level of review and a supplement to the initial training. PG&E has numerous tasks that are considered High Risk (carry a high risk of serious bodily injury or death if performed incorrectly) and High Consequence (serious bodily injury, death, customer outage would result if performed incorrectly). As a result, the Company has determined that certain tasks or training needs to be repeated/refreshed on a cyclical basis. Refresher training is also driven by PG&E's desire to focus on continuously improving technical skills.

Another driver of refresher training are OSHA requirements. Forklift training is a prime example. PG&E must meet regulations such as California Code of Regulations, Title 8, Section 3668.(d)(2) which requires refresher training every three years. However, audits and/or OII has determined a shorter cycle (annually) for forklift refresher training.

ETP funding will allow PG&E to deliver the much-needed refresher training for high-risk/high-consequence activities its electric-line workers perform.

Training Plan

Training will be conducted via Class/Lab and E-Learning delivery methods on the following:

Commercial Skills: This training will be offered to all occupations on topics like Grounding, Rigging, Tower Climbing, Helicopter Transfer Skills, and System Inspection to improve safety of staff and customers, meet updated regulations, and remain competitive by upskilling 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 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 \$41.00 to \$30.75). Due to the Company's wages being above this requirement, PG&E is not requesting any wage modification.

Commitment to Training

Annually, the Company invests \$11 million (approximately \$478 per employee) on training in California that also includes mandatory safety, violence in the workplace, sexual harassment, and

company orientations. 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

PG&E's Senior Manager, Strategic Training (dedicated administrator) will oversee the project with internal support from a Business Operations Specialist, Expert and from a Business Analyst to help with project administration and training coordination. Training will be delivered by 20 in-house trainers who are subject-matter experts. It has also retained a third-party subcontractor, Hernandez Consulting, to assist with ETP-administrative duties.

Safety Training Waiver

PG&E requests waiver of the 10% safety-training limit (per trainee) based on Title 22, California Code of Regulations Section 4420.5 (d) Safety Training. Some occupations, by the nature of the work, require intensive skill training in safety procedures, which is allowable under the statute. PG&E represents the nature of the work is safety focused in many instances due to the use or both gas and electric for services rendered by the utility. Not only does the organization focus on the specific task being refreshed, but also it ensures that performing the task safely is stressed. PG&E has 5 Strands, the first and most important of these is "Everyone and Everything is Always Safe". PG&E does not create any technical training or refresher training without a focus on safety. Thus, an increased need for safety training exists because all refresher training has safety components. Although safety is intrinsic in all tasks performed by the Lineman and Line Worker occupations, the refresher and safety training proposed requires allowing the request for safety to be expanded from 10% to up to 100% of total training hours per trainee.

Electronic Recordkeeping/Learning Management System (LMS)

Staff reviewed and approved PG&E's LMS titled SAP Learning Solutions and Alternate Recordkeeping

DEVELOPMENT SERVICES

The Company retained Hernandez Consulting in Sacramento to assist with development of this proposal for a flat fee of \$5,000.

ADMINISTRATIVE SERVICES

PG&E also retained Hernandez Consulting to perform administrative services in connection with this proposal for a fee not to exceed 12% of payment earned.

TRAINING VENDORS

N/A

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

Trainees may receive any of the following:

Commercial Skills

- Advanced Overhead Distribution Refresher
- Advanced Underground Distribution Refresher
- Journey-Level Rigging Refresher
- Grounding Refresher
- Pole Top Rescue
- Aerial Lift Rescue
- Advanced Underground Switching
- Overhead Line Equipment
- Rubber Glove Refresher (Working with 21kV or under)
- Structure Rescue Assessment Refresher
- Aerial Lift Rescue Refresher Training
- Pole-Top - Rescue Refresher Training
- Troubleman Program I
- Troubleman Program II
- Troubleman Program III
- Fall Protection Steel Structure
- Advanced Fall Protection
- Tower Climbing
- System Inspection
- Bridger Line Throwing Kit
- Transmission Insulator Cleaning- Tline Refresher
- Electric Compliance Inspector
- Digger Derrick Electric
- Track Mounted Excavator Refresher
- Wheel Loader Refresher
- Knuckle Boom Refresher
- Underground Puller
- Snowcat Training
- Boat Training
- Forklift
- Tow Truck / Sliding Bed Refresher
- Backyard Pole Setter Refresher
- Vacuum Equipment Refresher
- Golf Cart Training
- Cargo Securement
- Rough Terrain Forklift
- Boom or Mas Mounted Trach Vehicle
- Production Washer Electric
- Large Crane School
- Service Truck Mobile Crane
- Large Crane

- Electrical Construction Inspector
- Self - Rescue Series
- Rescue Series Bootcamp (Train-the-Trainer)
- Patrolling in the Utility Environment
- Helicopter External Load Operations
- Helicopter Sky Chair De-Energized
- Helicopter Ground-to-Steel Structure Transfer
- Helicopter Ground to Structure
- Helicopter Transfer Skills
- Helicopter Ground-to-Ground Transfer
- Helicopter Ground-to-Wood Pole Transfer

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IBEW 1245

THE POWER IS IN OUR HANDS

BOB DEAN, BUSINESS MANAGER
CECELIA DE LA TORRE, PRESIDENT

June 30, 2023

Employment Training Panel
1100 J Street
Sacramento, CA 95814

Dear Panel Members,

We understand the Pacific Gas & Electric Company is requesting ETP funding. The proposed Journeyman Retention Program plan for the specified members has our support. The approximate number of trainees from the following occupations will be participating in this project:

Line Worker - GC - SF/PN/DA/SJ	24
Line Worker - SF/PN/DA/SJ	54
Line Worker - Transmission - SF/PN/DA/SJ	4
Lineman	339
Lineman - GC	166
Lineman - Transmission	41
Lineman, Service	12
Total	640

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

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

Sincerely,

Bob Dean



Training Proposal for:

Tesla, Inc.

Contract Number: ET25-0162

Panel Meeting of: December 13, 2024

ETP Regional Office: San Francisco Bay Area

Analyst: S. Wang

PROJECT PROFILE

Contract Attributes:	Priority Rate Retrainee	Industry Sector(s):	Manufacturing Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Alameda	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Number of Employees in:	CA: 40,298	U.S.: 77,916	Worldwide: 136,826
<u>Turnover Rate:</u>	21%	See Project Details Section	
<u>Managers/Supervisors:</u> (% of total trainees)	0%		

FUNDING DETAIL

In-Kind Contribution
\$642,000

Total ETP Funding
\$599,200

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, Cont. Improv., HazMat, Mfg. Skills	535	8-200	0	\$1,120	\$25.25
				Weighted Avg: 40			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: \$24.60 per hour for Alameda County
Health Benefits: Yes No This is employer share of cost for healthcare premiums – medical, dental, vision.
Used to meet the Post-Retention Wage?: Yes No Maybe
 Although employer provides health benefits, they are not being used to meet Post-Retention Wage.

Current Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Production Associate	\$25.25 - \$35.50	535

INTRODUCTION

Founded in 2003 and headquartered in Austin (Texas), Tesla, Inc. (Tesla) (www.tesla.com) is an automotive and energy company that specializes in electric vehicles (EV), electric powertrains, superchargers, batteries, and renewable-energy generation and storage systems. Tesla operates multiple production and assembly plants such as Gigafactories in Nevada, New York, Berlin, and Shanghai with its main vehicle-manufacturing factory located in Fremont. As of 2024, Tesla's fleet includes Model S (2012), Model X (2015), Model 3 (2017), Model Y, Roadster, Semi, and Cybertruck. Tesla also manufactures and sells its Powerwall and Powerpack batteries, solar panels, Solar Roof, and related products including vehicle-charging accessories. Training will be delivered at its manufacturing facility in Fremont.

This will be Tesla's fourth ETP Contract, and its first over the last five years. Its customer-base includes the general public as well as small to large businesses, since Tesla's vehicles and batteries are sold directly domestically and internationally.

Veterans Program

Even though Tesla is not including a separate Veterans' Job Number, the Company actively recruits veterans through an Employee Resource Group for Veterans. Additionally, Tesla has a Fellowship Program that aims to convert high-performing individuals to full-time roles and create a veterans' talent pipeline.

PROJECT DETAILS

ETP funds will focus on cross-functional training to help bridge staff's knowledge gap when working through the production and assembly line, as its vehicles require deep knowledge to operate on the assembly line. Various equipment (robotics, power tools, cordless screwdrivers,

pneumatic torque wrenches, precision screwdrivers, orbital sanders, and polishers/buffers) is required to produce the products. Trainees must attain the knowledge of each piece of equipment used to ensure they can perform their job safely and efficiently when building the EVs.

Additionally, ETP training will be used to further upskill staff for internal-career development. In the Company's 2023 impact report, 65% of Tesla's managers were promoted from an internal, non-manager position with the average tenure of senior management being over nine years. With ETP funding, its employees will be provided more opportunities to promote by upskilling associates to transfer internally and to work toward higher opportunities within the Company.

Turnover Rate

The ETP program is designed to fund training for stable, secure jobs. Thus, the employer's turnover rate cannot exceed 20% annually for the facility where training is requested. But the Panel may accept a higher turnover with evidence training will significantly decrease the turnover, or the employer experienced a singular reduction in workforce, or industry data supports a higher turnover rate. The Panel may, or may not choose to, impose a "turnover penalty" when the company crosses this 20% threshold.

If the Panel chooses to impose a turnover penalty, failure to stay under a maximum rate will trigger forfeiture of 25% of the amount earned for each trainee. The maximum rate is typically 20%, as measured by turnover during the 12-month period preceding termination of the ETP Contract.

In 2021, Tesla's turnover rate was 15% due to furloughed workers resulting from the COVID-19 pandemic. Unfortunately, many Production Associates chose not to return, so the Company was forced to hire a new workforce.

In 2022, Tesla's turnover rate was 8% due to the Company having a steady workforce that led to less recruiting and hiring which is a similar turnover rate that it is trending towards in 2024.

Tesla's 2023 turnover rate was 21%. This turnover rate was primarily impacted by attendance as the Company hires staff living in the Central Valley, Greater Monterey, and other distant locations. According to Tesla, it had about 4,000 employees taking the Company's shuttles to work every day. The shuttles bring employees from Salinas, Gilroy, Modesto, Manteca, Antioch, Pleasant Hill, Stockton, and Tracy; however, it stopped operating the shuttles resulting in the high turnover rate.

To fix this high turnover rate, Tesla has conducted exit interviews to learn more about employees' experiences and to take those data points into account for how the Company can improve. With these interviews, it has seen positive changes in the turnover rate as the Company provided more flexibility to employees with respect to their paid time off. Tesla also introduced companywide incentive giveaways, as well as employee educational programs that help employees up-level their skills and be considered for more advanced careers. Lastly, Tesla added additional shuttles and double-decker shuttles for the distant locations and increased the frequency of the shuttles in 2024 compared to 2023. Since January 2024, Tesla's turnover rate has decreased to 7% making the case that the higher turnover rates were more of an anomaly.

Training Plan

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

Business Skills: This training will be offered to Production Associates on course topics such as Business Sustainability, Communication Skills, Critical Thinking, and Industry Standards.

Continuous Improvement: This training will be offered to Production Associates on course topics like Improving Process Cycle Times, Conflict Management, and Team Building/Problem-Solving.

Hazardous Materials (HazMat): This training will be offered to Production Associates on course topics like Material Data Sheet and Spray Application to deliver a safe and effective way to utilize chemicals that are used in building EVs while mitigating the risk to staff and the environment.

Manufacturing Skills: This training will be offered to Production Associates on course topics such as Automation, Manufacturing Processes, Equipment Cross-Training, and Power Tool Operating Procedures.

Commitment to Training

Annually, Tesla's training budget in California is approximately \$950,000. The Company is committed to providing staff fundamental training, new-hire orientation, supervisory, leadership, legally mandated training, and extensive training in safety. ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

Tesla's Staff Project Manager (dedicated administrator) will oversee the project with assistance from its Onboarding Coordinator, Project Coordinator, and Technical Training Coordinator to schedule training, collect training rosters, and other internal administrative duties. Training will be delivered by a combination of in-house experts and by outside vendors on a case-by-case basis.

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

- Active Listening Skills
- Business Sustainability
- Communication Skills
- Critical Thinking
- Decision Making
- Industry Standards
- Interpersonal Communication
- Leading Change
- Problem-Solving by Root Causes Analysis
- Product / Service Knowledge
- Quality Control
- Risk Management
- Time Management
- Understanding Technical Information

Continuous Improvement

- Conflict Management
- Goal Setting
- How to Increase Productivity Without Sacrificing Quality
- How to Work Collaboratively Across Departments
- Improving Process Cycle Times
- Lean / Waste Reduction
- Motivating Your Team
- Process Improvement
- Team Building / Problem-Solving

Hazardous Materials Skills

- Material Safety Data Sheet (MSDS)

Manufacturing Skills

- 5S Principles (Sort, Set in Order, Shine, Standardize, and Sustain)
- Air Seal Testing
- Automation
- Basic Tools
- Compression Fittings
- Conveyor Systems
- Design Standards and Practice
- Diagnostics
- Downtime Elimination
- Equipment Cross-Training
- Equipment Start-Up / Shut-Down Procedures
- Final Process Inspection

- Finishing Skills
- Hydraulics
- Inspection Procedures
- Line Operation
- Lockout Tag Out (LOTO)
- Manufacturing and Assembly
- Manufacturing Processes
- Manufacturing Safe Working Procedures and Practices
- Manufacturing Technology
- Material Supply Chain
- Operational Planning and Process
- Pneumatics
- Power Tool Operating Procedures
- Presses / Pressing
- Preventive Maintenance
- Production Assembly
- Production Equipment Operation
- Production Machinery
- Production Techniques
- Programmable Logic Controllers
- Proper Setup and Use of a Controllers
- Proper Setup and Use of Lift Assists
- Proper Setup and Use of the Automated Finish Line
- Proper Setup and Use of the Finish Sander
- Proper Setup and Use of the Pneumatic Hand Sanders
- Proper Setup and Use of the Sealers
- Proper Setup and Use of the Torque Guns
- Punch Press / Formal Techniques
- Quality / Testing
- Reading Technical Diagrams
- Safety Skills
- Shearing Techniques
- Shop Safety Rules and Procedures
- Shop Safety Rules for Operating
- Spray Application
- Standard Work Skills
- Warehouse / Shipping and Receiving
- Workplace Organization / 5S



Training Proposal for:
UHS-Corona, Inc. dba Corona Regional Medical Center
Contract Number: ET25-0171

Panel Meeting of: December 13, 2024

ETP Regional Office: North Hollywood

Analyst: M. Niquet

PROJECT PROFILE

Contract Attributes:	SET Priority Rate Retrainee Medical Skills Training	Industry Sector(s):	Healthcare Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Riverside	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Number of Employees in:	CA: 121,474	U.S.: 134,600	Worldwide: 250,000
<u>Turnover Rate:</u>	2%		
<u>Managers/Supervisors:</u> (% of total trainees)	N/A		

FUNDING DETAIL

In-Kind Contribution
\$1,143,538

Total ETP Funding
\$498,456

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee SET Priority Rate Medical Skills Training	MS-Didactic, MS-Clinical w/Preceptor, Computer Skills, Cont. Imp.	387	8-200	0	\$1,288	\$47.20
				Weighted Avg: 46			

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

<p>Minimum Wage by County: Job Number 1 (SET/Priority Industry): \$30.75</p> <p>Health Benefits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No This is employer share of cost for healthcare premiums – medical, dental, vision.</p> <p>Used to meet the Post-Retention Wage?: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Maybe</p> <p>Although employer provides health benefits, they are not being used to meet Post-Retention Wage.</p>
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Current Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Registered Nurse	\$47.20- \$78.80	387

INTRODUCTION

UHS Corona Inc. dba Corona Regional Medical Center (CRMC) (www.swcoronaregional.com) is owned by Universal Health Services, Inc. (UHS) (www.uhs.com) which is a management company that operates behavioral health facilities, acute care hospitals, and ambulatory surgery and radiation centers nationwide. UHS owns and operates five Southern California hospitals in Corona, Palmdale, Inland Valley, Rancho Springs and Temecula. Each hospital operates autonomously. This proposal is only for CRMC.

CRMC is a two-facility, 259-bed community hospital network. CRMC is comprised of an acute care hospital and a rehabilitation campus. It is certified by The Joint Commission, employs more than 1,250 trained healthcare workers and has a medical staff of approximately 347 physicians, representing more than 40 specialties.

Previous training focused on the Hospital’s growth and innovation, including the new 20,000 square-foot emergency department. This proposed contract will focus on new emergency and critical care protocols, services, and technology. This will be CRMC’s fourth ETP Contract, first in the last five years.

Veterans Program

CRMC does not have a formal veteran’s outreach program at this time but will consider veterans who submit applications through their standard hiring practice.

PROJECT DETAILS

CRMC has seen an increase in the population of Inland Empire, as coastal residents are migrating inland due to affordable housing. This increase has driven the need for more robust training in emergency care, pediatrics, critical care, and new technology for surgeries.

CRMC has recently implemented a new mental health assessments program in the Emergency Room (ER), requiring training on new protocols on safe discharge for patients with disparity equity in mind. Additionally, rehabilitation services are advancing with changes in geriatric care in the baby boomer population. The end-of-life population will require care from a facility. The Hospital's new state-of-the-art inpatient center that houses these medically fragile patients are requiring that nurses receive specialized training on geriatrics, new regulations, workflows, and protocols in the facility. Other ER changes that require training involves the pediatric population. These patients require specialized care to ensure safety along with timely transfers to pediatric centers of excellence. These pediatric centers are short in supply and CRMC is required to hold children longer and provide specialized care in order to ensure a safe outcome. The Hospital is on a path to become certified in Pediatric Care (Emergency Department Approved for Pediatrics).

The Hospital's critical care departments are also undergoing changes in three areas (cardiac care, dialysis for the kidney failure patients, and neurology). The cardiac program is seeking certification and two new catheterization labs will be completed at the end of 2024, which will double the Hospital's volume of cardiac patients; many of which are sicker than the current walk-in cardiac population. Nurses require specialized training to care for this patient population, including care of the open-heart surgery patient if the catheterization labs cannot do repairs on the heart. The type of care is very detailed and technical from arrival in the emergency room, to surgery, to ICU and the telemetry units.

Surgery volume has increased by 31.7% due to the rise in population. CRMC has recruited and hired surgeons to meet demands. The specialty surgeries provided are primarily in women's services, orthopedics, spine, bariatrics, cardiac and neurology. New technology has been implemented, such as the Mako Robot, a robotic surgery devices for orthopedics joint replacement; and the daVinci Device, which is a tool used in gynecological surgeries. The new technology is very specific and requires advanced training and competency for the Registered Nurses (RN) to lead in safe surgeries and low infection rates.

ETP funding will help CRMC to expand training to the RNs on new technology, implement specialized training, and maintain staff competency while efficiently supporting patient care, safety, and overall operational needs.

Training Plan

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

Computer Skills: RN training will focus on internal software efficiency using an electronic medical records system.

Continuous Improvement: RN training will sharpen performance and enhance quality improvement. Training topics include communication skills, team building skills, patient care processes, crisis prevention intervention, stroke education, policy access and education/practice procedures.

Medical Skills (Preceptor & Didactic): This training will be offered to RNs, and will include medical skills training within the Didactic or Clinical Preceptor areas based on needs and job functions. Training includes Basic Life Support, critical care nursing, emergency nursing skills, central lines management, and medical surgical nursing skills.

Special Employment Training

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

➤ **Wage Modification**

For trainees employed in a priority industry, the Panel may modify the wage up to 25% below the statewide average hourly wage (from \$41.00 to \$30.75). However, the Company is not requesting a wage modification.

Commitment to Training

CRMC's current annual training budget is \$2,000,000 for regular in-service events, hands-on skills sessions, computer-assisted training and computer-based assignments.

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**

CRMC's Education's Director will oversee the administration of this project with the assistance of two additional Educators and an Education Assistant who will support the Hospital's training efforts.

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:

Computer Skills

- Electronic Medical Record

Continuous Improvement Skills

- Case Management and Discharge Planning
- Charge Nurse/Frontline Leader Training
- Communication Skills
- Conflict Resolution Skills
- CORE Measures
- Crisis Prevention Intervention
- Critical Thinking Skills
- Culturally Appropriate Care
- Customer Service Skills
- Documentation Skills
- Lean Six Sigma
- Organization and Time Management Skills
- Patient and Family Centered Care Skills
- Preceptor Skills
- Performance and Quality Improvement and Procedures
- Team Building Skills
- Utilization Review Patient Care Improvement
- Patient Care Equipment Operation Skills
- Patient Care Processes
- Patient Care Improvement
- Falls Prevention Program for Patients
- Restraints and Seclusion
- Crisis Prevention Education
- Medication Administration and Use/Hazardous Drug Handling
- IV Pumps and Infusion
- Sepsis Education
- Stroke Education
- Infection Control Education
- Preceptor Program Education
- Alarms and Alarm Fatigue for Patient
- Leadership Training
- Patient Centered Care
- Environmental Safety and Information for Patient
- Patient Flow and Throughput
- Improving Patient Care Practices
- Policy Access and Education/Practice Procedures
- Critical Care Nursing
- Patient Care Improvement

- Patient Care Equipment Operation
- Patient Care Processes

Medical Skills (Didactic)

- Acute Psychiatric Care
- Acute Myocardial Infarction
- Arterial Blood Gas Interpretation
- Basic Life Support
- Behavioral Health Nursing
- Body Mechanics
- Care of Cardiac Patient
- Care of Burn Patient
- Care of Trauma Patient
- Care of the Neurosurgical Patient
- Care of Pediatric Patients
- Care of Stroke Patient
- Central Lines Management
- Chest Tube Care and Management
- Code Blue Response and Procedures
- Continuous Renal Replacement Therapy
- Critical Care Nursing
- Decontamination Procedures
- Diabetes Care and Management
- Dysrhythmia Recognition and Interpretation
- Educating the Patient and Family
- EKG and Cardiac Monitoring (not for certification)
- Electronic Fetal Monitoring
- Emergency Care of the Burn Patient
- Emergency Nursing
- Equipment Skills (IV pumps, telemetry monitoring, VS machines, pulse oximeter, ventilators, specialty beds, mattresses, etc.)
- Evidence-Based Practice
- Gastrointestinal Assessment and Management
- Hemodynamic Monitoring
- Infection Control
- Intra-Cranial Pressure Monitoring and Ventriculostomy
- Intravenous Insertion and Therapy
- Labor, Delivery and Postpartum Nursing Skills
- Management of the Renal Transplant Surgical Patient
- Medical Surgical Nursing skills
- Medication Administration and Management
- Moderate and Deep Sedation
- Neonatal/Infant Pain Scale
- Neonatal Intensive Care Unit Nursing Skills
- Neonatal Nursing Skills
- New Graduate Registered Nursing Skills
- Nurse Orientation training (for New Grads Only)
- Nursing Diagnosis Skills

- Nursing Process Skills
- Obstetrical Trauma
- Orthopedic Nursing Skills
- Ostomy and Continence Care
- Pain Management
- Patient Assessment and Care
- Patient Flow Processes
- Patient Care Improvement
- Patient Fall Prevention
- Peri-Operative Nursing Skills
- PICC Line Insertion
- Pre and Post-Operative Care
- Psychiatric Nursing Skills
- Psychotropic Medication
- Rapid Response Skills
- Renal Assessment and Management
- Respiratory Assessment and Care
- Restraints and Seclusion
- Safe Patient Handling
- Surgical Nursing Skills
- Telemetry Nursing Skills
- Total Parenteral Nutrition
- Transfer Techniques
- Triage Nursing Skills
- Trauma Nursing Skills
- Ventilator and Tracheotomy Care
- Wound and Skin Care

Medical Skills (Preceptor)

Behavioral Health/Psychiatric Acute Care Services Unit (PHP and Willows)

- Patient Assessment & Care
- Acute Psychiatric Care
- Behavioral Health Nursing Skills

Emergency Department

- Patient Assessment and Care
- New Equipment Training
- Patient Flow and Patient Throughput
- Emergency Nursing Skills
- Emergency Care of the Critical Patient (to include burns, trauma)
- Triage Nursing Skills
- Care of Pediatric Patients

Intensive Care Unit

- Critical Care Nursing Skills
- Patient Assessment and Care
- Intra-Aortic Balloon Pump Therapy
- Intracranial Pressure Monitoring and Ventriculostomy
- Hemodynamic Monitoring
- Pulmonary Physiology, Oxygenation and Mechanical Ventilation

- Continuous Renal Replacement Therapy
 - Pre and Post-Operative Care
 - Care of Trauma Patient
 - Neurosurgical Patient Care
 - Management of Renal Transplant Surgical Patient
 - Ventilator and Tracheotomy Care
- Long Term Care Unit (Sub-acute, skilled, transitional and hospice)
- Patient Assessment and Care
 - Geriatric Nursing Skills
 - Medical Surgical Nursing Skills
 - Pre and Post-Operative Nursing Skills
 - Orthopedic Nursing Skills
 - Hospice Nursing Skills
- Medical Surgical Unit
- Patient Assessment Skills
 - Medical Surgical Nursing Skills
 - Pre and Post-Operative Care
 - Orthopedic Nursing Skills
 - Bloodless Medicine Nursing Skills
 - Management of Renal Transplant Surgical Patient
 - Spine and Joint Nursing Skills
 - Care of Stroke Patient
- Maternal Child Health
- Patient Assessment and Care
 - Antepartum, Labor, Delivery and Postpartum Skills
 - Neonatal Nursing Skills
 - S.T.A.B.L.E.
 - Advanced and Electronic Fetal Monitoring
 - Neonatal Resuscitation Provider
 - Newborn Nursing Skills
 - Lactation Skills
- Operating Room and Post-Anesthesia Care Unit
- Patient Assessment and Care
 - Trauma Nursing Skills
 - Care of the Neurosurgical Patient
 - Peri-Operative Nursing Skills
 - Pre and Post-Operative Care
- Pediatric Services
- Care of Pediatric Patients
 - Patient Assessment and Care
 - Pre and Post-Operative Care
- Rehabilitation Services Unit
- Patient Assessment and Care
 - Medical Surgical Nursing Skills
 - Pre and Post-Operative Care
 - Post Orthopedic Surgery Nursing Skills
 - Post Trauma Injury Nursing Skills
 - Post Neurological Injury Nursing Skills

Progressive Care Unit

- Patient Assessment and Care
- Critical Care Nursing Skills
- Ventilator and Tracheotomy Care
- Hemodynamic Monitoring
- Total Parenteral Nutrition
- Dysrhythmia Interpretation
- Pulmonary Physiology, Oxygenation and Mechanical Ventilation
- Continuous Renal Replacement Therapy
- Care of the Cardiac Patient
- EKG and Cardiac Monitoring
- Telemetry Nursing Skills
- Pre and Post-Operative Care
- Care of Neurosurgical Patient
- Intravenous Therapy



**Training Proposal for:
Deltronic Corporation**

Contract Number: ET25-0203

Panel Meeting of: December 13, 2024

ETP Regional Office: San Diego

Analyst: T. Ky

Project Profile

Contract Attributes:	Priority Rate Retrainee SB < 100	Industry Sector(s):	Manufacturing	
		Priority Industry:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Counties Served:	Orange	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
Number of Employees in:	CA: 72	U.S.: 72	Worldwide: 72	
Turnover Rate:	5%			
Managers/Supervisors: (% of total trainees)	N/A			

Funding Detail

In-Kind Contribution
\$124,563

Total ETP Funding
\$100,800

Training Plan Table

Job No.	Job Description	Estimated No. of Trainees	Range of Hours			Average Cost per Trainee	Post-Retention Wage
			Class / Lab	CBT	Weighted Avg:		
1	Priority Rate SB < 100 Retrainee	72	8-200	0-0	50	\$1,400	\$22.55

*Post-Retention Wage is the Contractual Wage.

Published Minimum Hourly Wage by County:	
Job Number 1:	\$22.55 per hour for Orange County.
Health Benefits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No This is employer share of cost for healthcare premiums – medical, dental, vision.	
Used to meet the Post-Retention Wage?: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Health Benefits may be used to meet the Post-Retention Wage as follows:	
Job Number 1:	\$2.50

Wage Range by Occupation					
Occupations	Wage Range	Estimated number of trainees			
		Total	\$15 to \$20	\$20.01 to \$25	Over \$25.01
JOB NUMBER 1 - Priority Rate, Retrainee					
Production	\$20.05 - \$40.00	60	0	5	55
Administration Staff	\$20.06 - \$38.00	7	0	1	6
Managers & Supervisors	\$20.10 - \$45.00	4	0	1	3
Owner	N/A	1	0	0	1

Introduction

Founded in 1955 and located in Santa Ana, Deltronic Corporation (Deltronic) (www.deltronic.com) manufactures high-accuracy, metrology pins. The Company also produces metal standard pin gages, thread measuring wires, and gear measuring wires in inch and metric sizes as well as a thread gage line that offers premium thread, ring, plug, and pipe gages. Under its custom manufacturing division, Hi-Precision Grinding, the Company manufactures quality, tight tolerance parts in common and exotic metals. The Company’s primary markets include customers in the lab and university, aerospace, semiconductor, medical device, and power generation industries. This will be Deltronic’s second ETP Contract, and the second in the last five years.

Veterans Program

Deltronic has not included a separate Veterans component in this proposal. However, the Company actively recruits Veterans for various employment opportunities within its organization, and has utilized the Veterans Administration as a valuable recruitment resource.

Project Details

Previous training focused on process improvement, specifically finding ways to decrease machine set-up time and methods to improve product quality. This project expands on trainings

that increase efficiency and productivity while also adding courses on new equipment and a newly implemented Enterprise Resource Planning (ERP) system.

As a custom manufacturer, Deltronic must continuously adjust its processes and equipment to meet the demanding specifications of new and returning customers. Increases in the Company's custom manufacturing contracts, which include government sourced contracts, require that staff are trained to understand and meet the requirements specific to each contract. Software training in Computer Skills and machinery training in Manufacturing Skills ensures that the staff are able to learn to design and produce the various complex customized products requested. A significant amount of training time will also be dedicated to Epicor, Deltronic's new ERP system, which is being used by all departments. Epicor training will include accounting functions such as purchasing and billing, as well as creation and storage of manufacturing recipes that will allow the Company to ensure reproducibility of products.

Training Plan

Training will be delivered via Class/Lab, E-Learning, and Productive Lab as outlined below:

Business Skills: Training will be offered to all occupations and will focus on Coaching, Planning, Leadership, Product Knowledge and Work Processes/Procedures.

Computer Skills: Training will be offered to all occupations to will help workers become more proficient with software including uniPoint, SolidWorks, MS Office (Advanced) and Epicor.

Continuous Improvement: Training will be offered to all occupations. This training will focus on process improvements and problem solving methodologies that enhance productivity, lower costs and reduce waste. Course topics will cover ISO 9001, Problem Solving, Process Improvement, and Geometric Dimensioning and Tolerancing.

Hazardous Materials: Training will be offered to Managers & Supervisors and Production staff. Trainees will learn emergency clean up and proper handling of hazardous materials specific to Deltronic's manufacturing processes.

Manufacturing Skills: Training will be offered to Managers & Supervisors and Production. Training will focus on Blueprint Reading, Quality Assurance Equipment, Proper Inspection Tool Selection and CNC Machine.

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, Managers & Supervisors will receive up to 8 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 will be George Graff GRG Consultants.

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.

Deltronic will deliver up to 12 hours of PL-Manufacturing Skills training to approximately 50 Production trainees. The trainer-to-trainee ratio will be 1:1 with experienced and knowledgeable trainers training Production staff on Equipment Operations, CNC Machine, Mills, and CNC/OD/Surface Grinders. Hands-on training on the shop floor will ensure proper equipment usage and compliance with relevant regulations. The rate of production is expected to slow during the training process.

Alternate Recordkeeping

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

Commitment to Training

Deltronic has an estimated annual training budget of approximately \$100,000 and includes new employee onboarding, basic on-the-job training, and career development. ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

The Director of Operations will oversee project administration. The Company’s Human Resources Manager will be the project coordinator in charge of scheduling, tracking, and documentation. Deltronic has also retained an outside administrative consultant to ensure that all training meets ETP requirements. Training will be delivered by in-house experts and vendors as needed. Training will take place at Deltronic’s facility in Santa Ana. The Company has a training schedule in place and is prepared to commence training upon contract approval.

Prior Projects

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

Contract No.	Term	Approved Amount	Payment Earned \$ %
ET23-0129	08/29/22 - 08/28/24	\$76,360	\$0 (0%)

*ET23-0129: Based on ETP Systems, 2,971 reimbursable hours have been tracked for potential earnings of \$68,344 (90% of approved amount). The final payment invoice was submitted as of 8/30/24 and is awaiting processing. Deltronic projects 90% performance based on hours delivered.

Subcontractors

Subcontractor Type	Subcontractor Name	City, State	Cost / %
Development	Training Funding Source	Seal Beach, CA	\$1,900

Administrative	Training Funding Source	Seal Beach, CA	13% of Earned Amount
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Training Subcontractors	City, State	Cost	Description of Service
To Be Determined	-	-	-

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Coaching
- Communication
- Customer Service
- International Traffic in Arms Regulations (ITAR)
- Leadership
- Facilitator
- Planning
- Product Knowledge
- Sales and Marketing
- Teambuilding
- Work Processes/Procedures

Computer Skills

- uniPoint
- Calibration Manager
- SolidWorks
- Electronic Document Control
- Financial Accounting
- MS Office (Advanced)
- Project Management
- Epicor

Continuous Improvement Skills

- Geometric Dimensioning and Tolerancing
- ISO 9001
- AS 9100
- ISO 17025
- Problem Solving
- Process Improvement
- 5S (Sort, Set, Shine, Standardize, Sustain)

Hazardous Materials Skills

- Emergency Clean Up
- Hazardous Materials Handling
- Registration, Evaluation, Authorization and Restriction of Chemical Substances

Hazardous Materials Skills - Certified

- HazMat

Manufacturing Skills

- Blueprint Reading
- Equipment Operation, Maintenance & Troubleshooting

- Quality Assurance Equipment
- Proper Inspection Tool Selection
- Industry Accepted Inspection Techniques
- Proper Care of Inspection Tools
- CNC Machine

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

Trainees may receive any of the following:

Manufacturing Skills

- Equipment Operations
- CNC Machine
- Mills
- CNC/OD/Surface Grinders



Critical Proposal for:
GKN Aerospace Chem-Tronics Inc. dba GKN Aerospace

Contract Number: ET25-0191

Panel Meeting of: December 13, 2024

ETP Regional Office: San Diego

Analyst: P. Duarte

Project Profile

Contract Attributes:	Critical Proposal Priority Rate Retrainee	Industry Sector(s):	Manufacturing	
		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: 900	U.S.: 3,900	Worldwide: 15,000	
<u>Turnover Rate:</u>	6%			
<u>Managers/Supervisors:</u> (% of total trainees)	5%			

Funding Detail

In-Kind Contribution
\$785,600

Total ETP Funding
\$785,680

Training Plan Table

Job No.	Job Description	Estimated No. of Trainees	Range of Hours			Average Cost per Trainee	Post-Retention Wage
			Class / Lab	CBT	Weighted Avg:		
1	Priority Rate Retrainee	610	8-200	0-0	46	\$1,288	\$22.72

*Post-Retention Wage is the Contractual Wage.

Published Minimum Hourly Wage by County:	
Job Number 1:	San Diego County - \$22.72
Health Benefits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No This is employer share of cost for healthcare premiums – medical, dental, vision.	
Used to meet the Post-Retention Wage?: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Health Benefits may be used to meet the Post-Retention Wage as follows:	
Job Number 1:	\$0.72

Wage Range by Occupation					
Occupations	Wage Range	Estimated number of trainees			
		Total	\$15 to \$20	\$20.01 to \$25	Over \$25.01
JOB NUMBER 1 - Priority Rate, Retrainee					
Administration Staff	\$22.00 - \$45.00	70	0	31	39
Manufacturing Staff	\$22.00 - \$45.00	210	0	90	120
Production Staff	\$22.00 - \$45.00	150	0	65	85
Logistics Staff	\$22.00 - \$45.00	60	0	26	34
Operations Staff	\$22.00 - \$45.00	120	0	48	72

Critical Proposal

GKN Aerospace Chem-Tronics Inc. (GKN Aerospace) is designated as a “Critical Proposal” recommended by the Governor’s Office of Business and Economic Development. GKN Aerospace is in the process of expanding its location in El Cajon. The Company has invested \$42 million in the project to expand to a new building dedicated to GKN Aerospace’s Maintenance, Repair and Overhaul (MRO) business unit which will complement the existing facility in El Cajon that has been in operation for 60 years. The new building will require between 300 and 500 high-wage new hires. These new employees will require additional training and support. Training under this proposal will require onboarding and training in GKN Aerospace’s procedures for the new staff and extensive training on the new equipment. In addition, staff will require ongoing training to ensure that they stay up-to-date with the latest processes.

Introduction

Founded in 1759 growing to multiple global locations and 13 in the United States, GKN Aerospace Chem-Tronics, Inc. (GKN Aerospace) (<https://www.gknaerospace.com/>) located in El Cajon manufactures airframe and engine systems. The company is a global tier one supplier of airframe and engine structures, landing gear, electrical interconnection systems, transparencies, and aftermarket services. It supplies products and services to a wide range of commercial and military aircraft and engine prime contractors, and other tier one suppliers.

GKN Aerospace customer include, American Airlines, Southwest Airlines, Delta, Pratt and Whitney and MTU. This will be GKN Aerospace's first contract with ETP.

Veterans Program

Although GKN Aerospace does not have a formal Veteran outreach program to recruit veterans, the Company partners with various college and workforce organizations that conduct outreach to veterans which includes: Employment Committee, Workforce Partnership, Veteran Programs through EDD, local career centers and Veteran East County Alliance.

Project Details

Training in this proposal will focus on improving skills and cross training existing employees and a comprehensive training program for new employees that will be implemented at the Company's new MRO facility. GKN Aerospace' expansion to the new MRO facility will require the Company to hire approximately 300 to 500 new employees. GKN Aerospace's significant demand for machinists (Manufacturing and Production Staff) requires specialized training in topics including Lean Six Sigma and Blueprint Reading. Additionally, training will increase employee manufacturing knowledge of equipment operation at a more specific level than is currently provided and will include targeted manufacturing operations. GKN Aerospace is dedicated to investing in a robust workforce to stay competitive and provide opportunities for growth. Training will be ongoing due to the industry's technological advances requiring the Company's manufacturing processes to change in order to maintain its competitive advantage.

Training Plan

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

Business Skills: Training will be provided to all occupations and include Communication Skills, Customer Service, Product Design and Conflict Resolution. Training will equip trainees with the skills to effectively and efficiently maintain business operations.

Computer Skills: Training will be provided to all occupations and include Enterprise Management Systems, Shop Floor Computer Basics, JobBoss Software and knowledge and awareness in the Cybersecurity.

Continuous Improvement: Training will be provided to all occupations and will focus on warehouse and manufacturing operations. Training topics include Quality Control, Process Improvement and LEAN Manufacturing.

Manufacturing Skills: Training will be offered to Manufacturing, Production and Operation Staff and will include CNC Machining, Equipment Operations, Blueprint Reading, Production Operations and Maintenance Procedures.

Certified Safety Training

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

Alternate Recordkeeping

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

Impact/Outcome

At the conclusion of training under this project, GKN Aerospace anticipates being able to address customer demands, a highly skilled workforce, opportunities for product innovation, increase in wages, employee advancement and long-term career paths.

Commitment to Training

GKN Aerospace's annual CA training budget is approximately \$750,000 and includes new hire orientation, staff development and safety training. ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

This project will be overseen by the Site Human Resources Manager along with the Employer Communications and Engagement Leader. Training will be provided by in-house experts and vendors as needed. The Company has also retained a third party administrator to assist with the collection of rosters, data tracking and invoicing to ensure that all aspects of the project adhere to ETP requirements.

Subcontractors

Subcontractor Type	Subcontractor Name	City, State	Cost / %
Development	East County Economic Development Council	El Cajon, CA	\$0
Administrative	East County Economic Development Council	El Cajon, CA	13% of Earned Amount

Training Subcontractors	City, State	Cost	Description of Service
To Be Determined	-	-	-

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Accounting and Finance
- Accounting Process Improvement Behavior Strategies/Styles To Improve Teamwork
- Budgets
- Business Administration
- Business Analysis And Goal Setting
- Business Performance
- Business Plans
- Business Process Re-Engineering
- Business Writing And Grammar
- Communication Skills
- Contract Management
- Cost Control
- Creative Problem Solving & Innovative Solutions
- Customer Service
- Effective Meeting Skills
- Facilitation Skills
- Financial Analysis And Management
- Financial Strategies
- Hazard Analysis & Critical Control Point (HACCP)
- Health Insurance Portability and Accountability Act (HIPAA)
- Internet Marketing
- Interpersonal Skills
- Inventory Control
- Marketing Marketing & Product Knowledge
- Negotiating
- Order Entry and Processing Organization and Time Management Skills
- Outsourcing Management
- Payroll Systems
- Payroll Systems, Accounting
- Presentation Skills
- Product Design
- Product Engineering
- Project Management
- Purchasing
- Relationship Building Through Sales & Service
- Sales Strategies & Skills
- Supervisor Training
- Strategic Planning
- Conflict Resolution
- Planning and Organization

- Product Knowledge
- Retaining Customers
- Motivation Skills
- Effective Supervision

Computer Skills

- Cybersecurity
- Enterprise Management Systems
- Enterprise Resource Planning
- Google Classroom Training
- Google G Suite
- Intermediate/Advanced MS Office (Word, Excel, PowerPoint)
- Quickbooks Advance
- Shop Floor Computer Basics
- Website Development
- Inventory/Purchasing Software Systems
- JobBoss Software
- Payroll Software Systems
- Smart Draw/Visio
- Wireless Networking Administration
- CAD/CAM

Continuous Improvement Skills

- Adapting to Change
- Benchmarking
- Coaching & Giving/Receiving Feedback
- Conflict Resolution
- Continuous Improvement Techniques
- CORE Measures
- Creating & Building Teamwork
- Crisis Prevention Intervention
- Critical Thinking Skills
- Customer Relations / Identifying Customer Needs
- Decision Making
- Discharge planning
- Documentation Skills
- First Responder Training
- Implementing Solutions
- Interpreting and Analyzing Data
- ISO 9000 Overview
- Kaizen
- Leading Others / Role of the Lead
- Leadership Skills
- LEAN Manufacturing
- Six Sigma
- Meeting for Results
- Motivating Others
- Optimal Operating Methods

- Organizing for Total Quality Management
- Organizational Roles & Personality Styles
- Organizing and Setting Goals for Workflow
- Performance and Quality Improvement
- Planning
- Private Label Communication
- Problem-Solving
- Procedure Skills
- Process Improvement
- Process Mapping
- Production Workflow Improvement
- Pull System
- Quality Control
- Quality Management Systems
- Reporting
- Setting Standards
- Statistical Process Control Concepts, Theory, Application
- Supply Chain Management
- Taking Ownership
- Team Problem Solving
- Time Management & Delegation
- Total Quality Management Principles
- Train-the-Trainer
- Using Behavior Styles
- Visual Factory
- Work Flow/Measurement
- Root Cause Analysis
- Improving Workflow
- Eliminating Waste
- 5S (Lean Thinking and Methods)
- Process Capability
- Process and Change Implementation Practice

Manufacturing Skills

- Assembly Procedures
- Assembly Process Control
- Blueprint Reading
- CNC Machining
- Equipment Operations
- Equipment Repair and Maintenance
- Forklift Operation and Control
- Good Manufacturing Practices
- Job Instruction/Analyzing Jobs For Efficiency
- Lock Out, Tag Out
- Machine Operations/Repair/Troubleshooting
- Maintenance Procedures
- Manufacturing Practices
- Operations & Processes

- Production Operations
- Shop Math
- Standard Operating Procedures
- Warehousing Operations & Distribution
- Maintenance Troubleshooting
- Assembly Process Control
- Welding
- Cermic Blast
- Final Inspect Military
- TIG-Weld
- Blast for Coatings
- Fillers
- Visual Inspection
- Post Wear Inspection
- Inspection
- AirFoil
- Laser Inspection
- Final Inspection
- Repair
- Clean Line
- Masking
- Demasking
- Hand Finisher
- Blending
- Demask Plasma
- Dry Blast
- Robotic Blend
- Proprietary Inspection
- ECI Disk
- Plasma Spray
- Grind Surface Coating
- Microstructure
- Thermal Coatings
- Finish Grind Locks
- Metallic Materials
- Metal Lab
- Microhardness
- Assembly
- Disassembly
- DFL-Fillers
- Vibro
- Vapor Hone
- CMM Inspection
- CNC Disk
- CNC Machine

Safety Skills - OSHA 10 (Certified-OSHA Instructor)

- OSHA 10

Safety Skills - OSHA 30 (Certified-OSHA Instructor)

- OSHA 30



**Training Proposal for:
Simpson Strong-Tie Company Inc.**

Contract Number: ET25-0202

Panel Meeting of: December 13, 2024

ETP Regional Office: San Diego

Analyst: T. Ky

Project Profile

Contract Attributes:	Priority Rate Retrainee	Industry Sector(s):	Manufacturing
		Priority Industry:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Riverside, San Joaquin	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Sheet Metal, Air, Rail, and Transportation - Local 170 Communications Workers of America AFL-CIO - Local 9415 Sheet Metal, Air, Rail, and Transportation - Local 104		
Number of Employees in:	CA: 1,052	U.S.: 3,912	Worldwide: 5,497
<u>Turnover Rate:</u>	9%		
<u>Managers/Supervisors:</u> (% of total trainees)	10%		

Funding Detail

In-Kind Contribution
\$689,433

Total ETP Funding
\$596,960

Training Plan Table

Job No.	Job Description	Estimated No. of Trainees	Range of Hours			Average Cost per Trainee	Post-Retention Wage
			Class / Lab	CBT	Weighted Avg:		
1	Priority Rate Retrainee	533	8-200	0-0	40	\$1,120	\$22.55

*Post-Retention Wage is the Contractual Wage.

Published Minimum Hourly Wage by County:	
Job Number 1:	\$22.55 per hour for Riverside and San Joaquin Counties.
Health Benefits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	This is employer share of cost for healthcare premiums – medical, dental, vision.
Used to meet the Post-Retention Wage?: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Health Benefits may be used to meet the Post-Retention Wage as follows:	
Job Number 1:	\$2.50

Wage Range by Occupation					
Occupations	Wage Range	Estimated number of trainees			
		Total	\$15 to \$20	\$20.01 to \$25	Over \$25.01
JOB NUMBER 1 - Priority Rate, Retrainee					
Production	\$20.05 - \$40.00	50	0	16	34
Fabricator	\$20.10 - \$30.46	84	0	41	43
Shipper	\$20.15 - \$30.00	23	0	11	12
Warehouse	\$21.75 - \$30.00	73	0	34	39
Welder	\$21.75 - \$35.00	40	0	17	23
Lead Production	\$22.50 - \$40.00	24	0	8	16
Clerk	\$23.00 - \$35.00	4	0	2	2
Sales	\$23.45 - \$45.00	57	0	12	45
Coordinator	\$24.00 - \$35.00	13	0	4	9
Administrative	\$24.78 - \$40.00	28	0	8	20
Planner	\$25.00 - \$35.00	3	0	0	3
Manager	\$32.00 - \$75.00	44	0	0	44
Business Analyst	\$33.00 - \$50.00	3	0	0	3

Wage Range by Occupation					
Occupations	Wage Range	Estimated number of trainees			
		Total	\$15 to \$20	\$20.01 to \$25	Over \$25.01
Maintenance Machinery Tech	\$34.68 - \$40.00	21	0	0	21
Building Maintenance	\$35.00 - \$40.00	2	0	0	2
Technical Support	\$35.00 - \$40.00	3	0	0	3
Training Coordinator	\$35.00 - \$40.00	1	0	0	1
Lab Tech	\$35.00 - \$40.00	1	0	0	1
Tool and Die Maker	\$35.00 - \$40.00	2	0	0	2
Mechanic	\$35.00 - \$50.00	3	0	0	3
IT	\$35.00 - \$60.00	4	0	0	4
Accounting	\$35.00 - \$65.00	9	0	0	9
Supervisor	\$35.00 - \$70.00	11	0	0	11
Analyst	\$40.00 - \$50.00	2	0	0	2
Engineer	\$43.00 - \$79.00	23	0	0	23
Specialist	\$48.00 - \$60.00	5	0	0	5

Introduction

Founded in 1956 and headquartered in Pleasanton, CA, Simpson Strong-Tie Company Inc. (SST) (www.strongtie.com) is a subsidiary of Simpson Manufacturing Company, Inc. and is one of the largest suppliers of structural building products in the world. SST has facilities in Arizona, Colorado, Illinois, Hawaii, Ohio, Utah, and Washington. In California, the Company has manufacturing facilities in Pleasanton, Stockton, Oxnard, and Riverside. Although the Stockton site is in a High Unemployment Area (HUA) and is eligible for ETP's HUA wage modification, the Company is choosing not to utilize this policy. ETP Training will be delivered at the Riverside and Stockton facilities.

SST creates structural products that support and strengthen building frames, with the goal of allowing the residential and commercial construction industry to build safer, stronger, homes and buildings. The Company pursues this goal by continuing to deepen its partnership with top builders, architects, engineers, and the construction supply chain throughout the country. SST products are sold directly to large commercial contractors of low and mid-rise buildings, and to retail businesses such as Home Depot, Ace Hardware, and Lowe's. This will be SST's eleventh ETP Contract, and its fifth in the last five years.

Veterans Program

SST is committed to hiring and retaining veterans and posts jobs through Indeed.com's Indeed Military, a partner of Joining Forces, which provides resources to veterans and military spouses seeking employment. SST also participates in veteran job fairs held by Recruit Military, The American Legion, and VetJobs. Additionally, job postings are listed on the State of California's Employment Development Department which is open to many diverse communities, including veterans.

Union Support

Supervisors, Maintenance, Mechanics, Engineers, and IT staff are represented by Communications Workers of America AFL-CIO Local 9415. Supervisors, Production, Welding, Fabricating, and Shipping staff are represented by Sheet Metal, Air, Rail, and Transportation Local 170. Supervisors, Maintenance, and Engineering staff are represented by Sheet Metal, Air, Rail and Transportation Local 104. The unions have each submitted letters of support for this training project.

Project Details

Previous contracts alternated between individual training projects at SST's Stockton and Riverside locations, while this proposal will combine the training goals of both locations under one contract. SST's current contract, based in Stockton, focused on a machining center for automation in manufacturing that aided in producing customized products and deliveries with a quick turnaround. The project before that, in Riverside, focused on products and services tied to the roll out of its Links to Midrise Steel System, which was the result of investments in new Computer Numerical Control (CNC) Coupling Machines that helped to expand its product-line offerings. In this proposal, SST will train staff in both locations on new processes, skills, and equipment needed in the manufacturing of each location's new or upgraded product lines.

SST recently invested over \$15 million in new product lines and equipment at its manufacturing facilities in California, and intends to add 30 new positions at each of the training locations. Both the Stockton and Riverside locations will train all staff on the Company's upgraded warehouse management system software. The software will help the Company better manage and control daily warehouse operations from receipt of raw materials through production, to the shipment of finished goods. The two locations will also expand training on the Company's shearwall production line which launched several years ago, but has become increasingly automated through significant technological investments. Where manual labor was previously required to cut and assemble the large wood and metal shearwall components, programmed machines now handle some of that labor. Production staff at both locations are continuously trained on the streamlined processes to improve efficiency and productivity.

The Company's Riverside training program will also focus on that site's new mass timber structure line, which was introduced after California's recent adoption of International Building Code 2021's tall timber provisions. With the structural equipment already in place and a history of successful training projects, SST's Riverside location was chosen from among the Company's many locations nationwide to produce this new line. The new product line consists of aesthetic, high-capacity, welded concealed beam hangers, engineered to provide strong, secure connections that can accommodate larger mass timber beams.

In 2025, SST's Stockton location will also see the creation of a new 30 member department dedicated to taking over the process of powder coating SST products. Once staff is trained on the usage of the new manufacturing equipment and materials, the coating of dozens of product lines, ranging from 1"-2" connectors, to 15-20 pound column caps, will no longer need to be outsourced. Manufacturing Skills training will be the focus of this new department during implementation of this training program.

Training Plan

Training will be delivered via Class/Lab, E-Learning, and Productive Lab.

Computer Skills: This training will be offered to all occupations on courses such as Warehouse Management System, Industrial Automation and Control System (IACS) Networking, Ariba

Network Advanced SAP, Computer Aided Scheduling, and Group Technology (GT). Training will allow workers to generate accurate and up-to-date reports and provide financial and operational visibility.

Continuous Improvement: This training will be offered to all occupations and includes courses on Continuous Improvement Techniques, Kaizen, Business Strategies for Growth, Best Practices, and Customer Service. Training in this area will help to streamline processes and increase efficiency in all departments.

Manufacturing Skills: This training will be offered to all occupations on topics such as Mass Timber Structure, Powder Coat Packaging Line, StrongWall High Strength Wood Shearwall Production Line, Concealed Beam Hangar, and CNC Coupling Machines. The technical training in this area directly supports the latest changes to the Company's manufacturing processes and products.

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 Productive Lab (PL) training in the courses identified under the Curriculum. The instructor must be dedicated to training delivery during all hours of training.

SST is making significant changes in multiple manufacturing lines and installing new equipment. Training on the new equipment will require significant amounts of hands-on instruction where employees will learn during the course of normal operations. Due to the equipment being stationary and on a line which cannot be shut down during active production, Productive Lab hours are requested.

SST will administer approximately 10 hours of PL-Manufacturing Skills training to 96 staff in the following occupations: Lead Production, Fabricator, Welder, Supervisor, Maintenance Machine Tech, Warehouse, Tool and Die Maker, Mechanic, Lab Tech, Engineer, Specialist. This portion of the training program allows trainees the opportunity to benefit from one-on-one training with a dedicated trainer.

PL trainers are equipment operation and/or software application subject matter experts with at least two years of experience in their area of training. The Company expects there will be a decrease in production output during training and an initial increase in product defect levels. Successful PL training will be determined through regular evaluations by the trainer on the trainee's proper use of equipment and decreases in product defect levels.

Alternate Recordkeeping

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

Green/Clean Operations

SST is committed to responsible and sustainable practices in their operations. The Stockton facility partially runs on solar power and preparations are being made for potential future installations at other locations. The Company aims to increase resource efficiency in order to minimize its footprint. SST is dedicated to crafting and producing products with eco conscious designs, and collaborates with customers to design structures that use fewer resources, curbs costs, and reduces environmental impact. The Company’s products can earn credits under LEED ® for New Construction and LEED ® for Homes rating systems, fostering sustainable building practices

Commitment to Training

SST’s Stockton and Riverside locations spend \$165,000 on training annually. Training includes new employee orientation, safety, health and environmental, management skills, basic-computer skills, anti-harassment training, and forklift training.

The Company is committed to improving the way it trains employees. Operations are focused on building internal training programs led by a team dedicated to the task of building a curriculum for all staff from new hires to supervisors, with checks to ensure and reinforce understanding.

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 Riverside Plant Superintendent and Plant Director, and the Stockton Technical Training Supervisor for Operations will oversee ETP administration. Five support staff at the two locations will assist in the execution of the training plan and coordinate the training effort to ensure proper record-keeping procedures are in place. Training will be delivered by in-house experts and vendors as needed. SST also retained an administrative subcontractor to provide additional administrative support.

Active Projects

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

Contract No.	Approved Amount	Term	No. Trainees (Estimated)	No. Retained	Potential Earnings (Based on Tracked Hours) (\$ %)
ET23-0306	\$499,560	03/27/23 - 03/26/25	493	0	\$499,074 (100%)

*ET23-0306: Based on ETP Systems, 21,698 reimbursable hours have been tracked for potential earnings of \$499,074 (99% of approved amount), and a final invoice was submitted as of 11/8/24 and is awaiting processing. SST projects 100% performance based on hours delivered.

Prior Projects

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

Contract No.	Term	Approved Amount	Payment Earned \$ %
ET22-0171-000	11/22/21 - 11/21/23	\$249,872	\$249,872 (100%)
ET20-0190-000	11/04/19 - 02/01/22	\$450,708	\$450,708 (100%)
ET19-0446-000	04/08/19 - 10/04/21	\$339,315	\$338,481 (100%)

Subcontractors

Subcontractor Type	Subcontractor Name	City, State	Cost / %
Development	Training Grants Intelligence Inc.	Redding, CA	\$13,000
Administrative	Training Grants Intelligence Inc.	Redding, CA	13% of Earned Amount

Training Subcontractors	City, State	Cost	Description of Service
To Be Determined	-	-	-

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Computer Skills

- Warehouse Management System
- Industrial Automation and Control System (IACS) Networking
- Five-axis Computer Numerical Control (CNC)
- Computer Aided Design (CAD)
- Computer Aided Engineering (CAE)
- Computer Aided Design and Drafting (CADD)
- Computer Aided Process Planning (CAPP)
- Computer Aided Tool Design (CATD)
- Computer Aided Manufacturing (CAM)
- Computer Aided Numerical Control (NC) Part Programming
- Computer Aided Scheduling
- Computer Aided Material Requirement Planning, etc.
- Flexible Manufacturing System (FMS)
- Group Technology (GT)
- Computer Aided Testing (CAT)
- CAD/CAM (Computer Aided Design/Computer Aided Manufacturing)
- Ariba Network Advanced SAP
- Intermediate/Advanced Software Systems
 - Microsoft Applications
 - Proprietary Reporting & Support Systems
- Server & Hardware Configurations

Continuous Improvement Skills

- Kaizen
- Continuous Improvement Techniques
- Adopt Change
- Identify, Find Solutions
- Take Ownership
- Communications
- Challenge and Target Goals
- Rendanheyi Methodology
- Customer Service
- Overcome Obstacles
- Performance Deliveries
- Team Building
- Quality Concepts
- Frontline Decision Making & Problem Solving
- High Performance Workplace Systems
- Lean Six Sigma
- Best Practices
- ISO 9001:2008

- Business Strategies for Growth
- Customer Service Skills for Growth
- Leadership for Growth
- Performance Management
- Sales & Marketing for Growth

Manufacturing Skills

- Mass Timber Structure
- Powder Coat Packaging Line
- StrongWall High Strength Wood Shearwall Production Line
- 15000 lbs PRPANE Forklift
- Truss Plate Palletizer and Feedlines
- Blanking Machinery
- Finished Goods Gantry
- Gravity Flow Racking
- Powder Coat Racking
- 100Ton Truss Plate Press
- Truss Plate Feed lines
- Warehouse Automization Racking
- Blanking Machinery
- Holddown Weld Cell
- Concealed Beam Hangar
- Advanced Techniques for New Products, Industries Clients & Processes
- CNC Coupling Machine
- Steel Strong Wall Panels
- Steel Strong Wall Prototype
- Blueprints Schematic Reading
- Weld Cells
- Preventative Maintenance Production
- Robotic Welding Machines
- New Mid Rise Steel Line
- IBEAM
- Media Blaster
- Plasma Cutter
- High End Saw
- High End Steel
- Logistics
- Equipment Operation and Maintenance
- Design & Engineering
- Maintenance Equipment
- Assembly Skills
- Warehouse Skills
- Production Skills
- Quality Control

Safety Skills - OSHA 10 (Certified-OSHA Instructor)

- OSHA 10

Safety Skills - OSHA 30 (Certified-OSHA Instructor)

- OSHA 30

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

Trainees may receive any of the following:

Manufacturing Skills

- CNC Coupling Machine
- Steel Strong Wall Panels
- Steel Strong Wall Prototype
- Media Blaster
- IBEAM
- Plasma Cutter
- High End Saw
- High End Steel
- Steel Strong Walls
- Paint Line
- Specials Moment Frames
- Manual Presses
- Welding Cell
- Auto Presses
- Auto Punch and Cut Press
- Equipment Operation

9101 East Whittier Blvd., 2nd Floor
Pico Rivera, California 90660-2405
Phone: 562-695-4066
Fax: 562-695-4807



Date: June 6th, 2024
Employment Training Panel 1100 J
Street
Sacramento, CA 95814

Dear Panel Members,

We understand Simpson Strong tie 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: Qty 123 Production, Welding, Fabricating, Shipping, and Supervisors.

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.

If you should have questions or concerns with regard to this letter of support, please contact our SMART Local Union 170 office at (562)695-4066.

Sincerely,

A handwritten signature in black ink that reads "Mario Vega".



Communications
Workers of America
AFL-CIO

CWA Local 9415
1831 Park Boulevard
Oakland CA 94606

Phone: (510) 834-9415
Fax: (510) 834-8275
www.cwa9415.org

Date: JUNE 11, 2024

Dear Panel Members,

We understand the Simpson Strong-Tie Riverside, CA 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: Qty: 45 Maintenance/Mechanics, Engineering/IT, Supervisors

EXHIBIT

The Union with respective Local 9415 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.

Thanks in Advance,

President

CWA Local 9415

510-759-9123

Drhem@cwa9415.org

INTERNATIONAL ASSOCIATION
OF SHEET METAL,
AIR, RAIL AND
TRANSPORTATION
WORKERS



SHEET METAL WORKERS'
LOCAL UNION NO. 104
3232 CONSTITUTION DRIVE
LIVERMORE, CALIFORNIA 94551-7567
TEL: (925) 314-8600 • FAX: (925) 831-0231

Rick Werner
PRESIDENT/BUSINESS MANAGER

Date: 11/07/2024

Employment Training Panel
1100 J Street
Sacramento, CA 95814

Dear Panel Members,

We understand Simpson Strong-Tie is requesting an Employment Training Panel (ETP) contract with your office. SMW Local Union No. 104 concurs with the proposed ETP Training at Simpson Strong-Tie as long as it is mutually agreeable by Simpson Strong-Tie to agree and abide by the Terms and Conditions governing their current Collective Bargaining Agreement effective September 1, 2023 through September 1, 2028 and to not displace any currently employed or previously unemployed members of the union by any effect of the ETP contract.

In conclusion, SMW Local Union No. 104 fully supports Simpson Strong-Tie's efforts to increase the capabilities of their employees and our members. Should you have any questions, please do not hesitate to contact Local Union No. 104, District 2 Business Representative Matt Richard, at (209) 939-9375 or matr@smw104.org.

The approximate number of trainees from the following occupations will be participating in this project: Qty 45 Maintenance, Engineering, Supervisors.

Exhibit E

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

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

Sincerely,

A handwritten signature in blue ink, appearing to read "Rick Werner", with a stylized flourish at the end.

Rick Werner
President/Business Manager

rw:jm opei #29

c: Fred Latu, Assistant Business Manager, SMW Local No. 104, District 2 (via electronic mail)
Matt Richard, Business Representative, SMW Local Union No. 104, District 2 (via electronic mail)
Joyce Spencer, Simpson Strong-Tie (via electronic mail)



Training Proposal for:
TTM Technologies North America, LLC

Contract Number: ET25-0170

Panel Meeting of: December 13, 2024

ETP Regional Office: San Diego

Analyst: D. Alvarez

Project Profile

Contract Attributes:	Priority Rate Retrainee	Industry Sector(s):	Manufacturing	
		Priority Industry:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Counties Served:	Orange San Diego Santa Clara	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
Number of Employees in:	CA: 1,087	U.S.: 5,565	Worldwide: 15,968	
<u>Turnover Rate:</u>	16%			
<u>Managers/Supervisors:</u> (% of total trainees)	11%			

Funding Detail

In-Kind Contribution
\$602,776

Total ETP Funding
\$571,200

Training Plan Table

Job No.	Job Description	Estimated No. of Trainees	Range of Hours			Average Cost per Trainee	Post-Retention Wage
			Class / Lab	CBT	Weighted Avg:		
1	Priority Rate Retrainee	680	8-200	0-50	30	\$840	\$22.55

*Post-Retention Wage is the Contractual Wage.

Published Minimum Hourly Wage by County:	
Job Number 1:	Orange County - \$22.55 San Diego County - \$22.72 Santa Clara County - \$24.60
Health Benefits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No This is employer share of cost for healthcare premiums – medical, dental, vision.	
Used to meet the Post-Retention Wage?: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Health Benefits may be used to meet the Post-Retention Wage as follows:	
Job Number 1:	\$2.50

Wage Range by Occupation					
Occupations	Wage Range	Estimated number of trainees			
		Total	\$15 to \$20	\$20.01 to \$25	Over \$25.01
JOB NUMBER 1 - Priority Rate, Retrainee					
Inspector	\$20.05 - \$31.39	65	0	58	7
Operator	\$20.05 - \$38.27	328	0	99	229
Warehouse Staff	\$20.05 - \$41.28	5	0	3	2
Chemical Support Staff	\$20.05 - \$63.29	25	0	11	14
Finance Staff	\$20.05 - \$73.03	13	0	4	9
Quality Assurance	\$20.05 - \$73.61	17	0	7	10
Admin Support Staff	\$20.05 - \$93.75	25	0	9	16
Sr Production Staff	\$21.42 - \$86.90	28	0	2	26
Technician	\$21.60 - \$61.59	20	0	7	13
Engineer	\$22.01 - \$103.37	60	0	5	55
Supervisor / Manager	\$27.35 - \$131.25	73	0	0	73
IT Support	\$34.39 - \$86.54	5	0	0	5
Account Manager	\$40.87 - \$115.19	6	0	0	6
Business Staff	\$43.72 - \$99.98	5	0	0	5
Technical Director	\$55.00 - \$132	5	0	0	5

Introduction

Founded in 1999 and headquartered in Costa Mesa, TTM Technologies North America, LLC (TTM) (www.ttm.com) manufactures printed circuit boards and backplane assemblies for both original equipment manufacturers and electronic manufacturing services providers. Customers include manufacturers of networking and communications infrastructure products, personal

computers, touch-screen tablets and mobile media devices (cellular phones and smart phones). The Company has facilities in the U.S., Canada, China, and Hong Kong. TTM has six locations in California [three in Santa Ana (Orange County), one in Anaheim (Orange County), one in San Diego (San Diego County), and one in San Jose (Santa Clara County)] that will be included in this project. This will be TTM's third ETP Contract; the third in the last five years.

Veterans Program

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

Project Details

TTM is constantly evolving and looking for opportunities to utilize advanced technology and enhanced processes and add to its product mix. Additionally, the Company plans to increase production in the San Diego plant by approximately 12% over the next year and a half. For this, the Company conducted a formal needs assessment and found that it will require a significant increase in skills for production-level staff, primarily Operators. The Company recently implemented an extensive Operator Advancement Program in the San Diego location to get Operators up to speed on some of its newest processes and technological advances. Additionally, this site purchased new equipment, including new lamination equipment, drill routing equipment, laser, plasma burn desmear machines, and plating equipment.

In the San Jose plant, the Company is encountering an aging workforce. Currently there are 44 employees who are of retirement age and 6 employees have already retired in the past year, leaving a void in skills and propitiatory knowledge. Consequently, the Company needs to hire and train many new employees. TTM has hired 66 employees over the past few months and will need to hire 70-80 more as employees retire. These employees need to be trained in processes within 30 to 90 days of hire. Going forward, each shift has a goal of certifying one operator per month per area depending on complexity of toolset.

In the Santa Ana division, the business was a 50/50 mix of Commercial and Aerospace & Defense business during 2023. However, starting in 2024, the Santa Ana Division will transition towards 75% of Aerospace & Defense business. The facility has installed 25 pieces of advanced manufacturing equipment, and it expects to install an additional 7 in the coming year. The equipment represents the sites' readiness to take on the aerospace & defense industry complex and rigid board manufacturability. Each new equipment requires skill enhancement and training for new processes. This will increase capability and support for customers and will keep the Company competitive.

Training Plan

Training will be delivered via Classroom/Laboratory and Computer-Based Training in the following:

Business Skills: Training will be offered to all occupations and will include business development, client communication skills, effective presentations and negotiation skills.

Hazardous Materials (HAZMAT): This training will be offered to all occupations and include a series of courses specific to industry sectors involved in the transport of hazardous materials.

Computer Skills: Training will be offered to all occupations and will include Adobe, SharePoint, FastTrak training and dynamics tools.

Continuous Improvement: Training will be offered to all occupations and will include lean principles, customer service, quality alert system and team process meetings.

Manufacturing Skills: Training will be offered to Production Staff/Operators, Technician/Leads/Machinist/Inspectors, Engineering Staff/IT Project Manager and Supervisors/Managers whose job tasks specify the need for these skills and responsibilities and will include cleanroom certification, final inspection and machine shop 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 journey-level workers and 30 hours for frontline supervisors. The coursework is geared to construction work, and also manufacturing. Completion of the training results in a certificate that expands employment opportunities. The coursework must be approved by Cal-OSHA, and the instructors must be certified by Cal-OSHA.

Computer-Based Training (CBT)

CBT will be provided to all trainee occupations and will include supplement class/lab which is a more convenient means of delivering basic training. Trainees will receive 0-50 hours of CBT.

Impact/Outcome

TTM will implement cross-training and advanced curriculum related to processes described herein. This will allow the Company to expand the amount of training it can provide its incumbent workforce to enable TTM to continue to meet the increasing needs of its clients and provide excellent customer service and solutions. Training will be delivered by in-house experts and vendors as needed.

Commitment to Training

TTM has an estimated training budget of \$250,000 in CA. Training includes quality processes and product knowledge for all new hires. Its commitment to training includes driving to a certification goal of over 400 certifications by the year's end as well as cross training goals and keeping training consistent and current. 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 Corporate Training Manager and Quality Manager will oversee training and administration, with assistance from five Training Coordinators located at each site. TTM will utilize an administrative subcontractor for assistance with administration under 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.	Term	Approved Amount	Payment Earned \$ %
ET23-0139	08/29/22 - 08/28/24	\$498,180	\$17,041 (3%)
ET19-0162-000	08/06/18 - 11/03/20	\$520,600	\$520,600 (100%)

ET23-0139 - Based on ETP Systems, 25,850 reimbursable hours have been tracked for potential earnings of \$498,180 (100% of approved amount). The Contractor projects final earnings of 100% based on training currently delivered, and has invoiced for final payments above 75% of approved total funding, satisfying the repeat contractor rule.

Reported Audits

Contract Number	Final Audit Report Date	Unearned/Disallowed Costs	Audit Findings
ET16-0367-000	2/24/2021	\$2,338.00	<ul style="list-style-type: none"> • Four trainees did not meet minimum wage requirements. • One trainee had ineligible training hours. • One trainee had unsupported training hours. • Trainee wage rates were inaccurately reported to ETP. • Training end dates were inaccurately reported to ETP.

Subcontractors

Subcontractor Type	Subcontractor Name	City, State	Cost / %
Development	California Training Administration, Inc.	Rocklin, CA	\$2,500
Administrative	California Training Administration, Inc.	Rocklin, CA	13% of Earned Amount

Training Subcontractors	City, State	Cost	Description of Service
To Be Determined	-	-	-

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Business Development / Marketing
- Client Communication Skills
- Configuration Management
- Effective Presentations
- Finance / Accounting Processes
- Negotiation Skills
- Strategic Implementation / Strategic Planning
- Support Skills (Customer, Supplier, Sales)
- TTM Product Training

Computer Skills

- ACR Software
- Adobe
- ADP Payroll tools
- AST – Applicant tracking system (CareerBuilder)
- CAD (Computer Aided Design)
- Concur Usage
- Cyber Security Software
- DCS – Document Control System
- Dynamics Tools
- Fastrak Training
- GCA IGT Software
- inCAM / inFLOW software
- JMP / SAS (software / programming languages)
- Microsoft Tools (Word, Excel, PowerPoint – Int. & Adv only)
- MyHRS
- Oracle
- Orion
- Outlook
- PeopleSoft
- PlanSource Portal
- SharePoint
- Talent Tracker
- Workday System & Tools

Continuous Improvement Skills

- (PPU) TTM Company Process / Policy Updates
- 3 Habits
- 6S Manufacturing
- 8D Corrective Action
- 9CI Prototyping
- APICS – Supply Chain & Inventory Certification

- AS9100 Quality Audit Processes
- Corrective Action
- Customer Service (CS)
- DOE - Design of Experiments
- Effective Communications (Internal/External)
- Efficiency
- FOD – Foreign object damage
- GMP – Good Manufacturing Practices
- HPWT - High Performance Work-Teams
- IPC 600 / 6012 - Institution for Printed Circuit Boards
- ITAR – Export Controls
- Jidoka/Andon Principals
- Lean Principles
- Managing Multiple Priorities / Time-sensitive Deadlines
- PFMEA – Process Failure Mode Effects Analysis
- Problem Solving
- Process Improvement
- Process Innovation
- Product Customer Review
- Project Management Skills
- Quality Alert System
- Quality Improvements
- Quality Management
- SPC
- Supply Chain Certification
- Team Process Meetings
- Tier Board Teams
- tHRive
- TPM – Total Productive Maintenance
- ZDM – Zero Defect Methodology

Leadership / Coaching

- Coaching
- Feedback
- Setting Goals
- Effective Communications
- People Centric

Hazardous Materials Skills

- HazMat Process
- Hazardous Communication
- Confined Space
- HALT Operation
- DOT (Dept. of Transportation process)
- RCRA (Transporting Haz. Materials)
- IATA (Handling Haz Waste Certificate)
- Incident Commander
- Radiation / Cyanide
- Respirator / Hearing

Manufacturing Skills

- ACAR (Aluminum conductor Alloy Reinforced)
- AOI - Automated Optical Inspections
- APE Adv. Product Engineering
- Cleanroom Certification
- CSI - Critical Scrap Investigation
- Design Techniques
- Document Control / Work Change Orders
- EPI - Engineering Process Instruction
- ESD (electrostatic discharge)
- Final Inspection
- Industrial Electronics / Industrial Knowledge
- Instrumentation Tools for process flow
- Lock Out/Tag Out (LOTO)
- Machine Maintenance
- Non-Conforming Process
- OAP Operator Advancement Program
- Preventative Maintenance
- Product Development
- Shipping / Receiving Techniques
- Reliability / Rework / Calibration
- TTM Processes
- Warehouse / Inventory Processes
- WI – Work Instruction /Job Skills Update
- MPI – Manufacturing Process Instruction
- Equipment Certification
- Equipment Maintenance
- Material Handling
- Operating Production Equipment
- Testing / Troubleshooting

Safety Skills - OSHA 10 (Certified-OSHA Instructor)

Safety Skills - OSHA 10

Safety Skills - OSHA 30 (Certified-OSHA Instructor)

Safety Skills - OSHA 30

Computer-Based Training

Trainees may receive any of the following:

Computer Skills

- Advanced Customization in Excel (2 hrs.)
- Advanced Data Management in Excel (1.5 hrs.)
- Advanced Formatting in Excel (2 hrs.)
- Analyzing Data in Excel (3.5 hrs.)
- Excel Charts, Pictures, Themes, and Styles (1.5 hr.)

- Excel Formulas and Functions (2 hrs.)
- Exchanging Data with Excel (3 hrs.)
- Protecting and Sharing Excel Workbooks (2 hr.)

Workday Learning

- Recruiting System User Guide (0.5 hrs.)
- Engagement Survey Action Plan (0.5 hrs.) Applicant Tracking System (ATS) Training (1 hr.)
- Learner User Guide & Demonstrations (0.25 hrs.)
- Manager User Guide & Demonstrations (0.25 hrs.)
- Basic Navigation (0.25 hrs.)
- TTM Goal Setting (0.25 hrs.)
- Goal Setting and Development Planning Process (0.25 hrs.)
- Talent Review Mid-Cycle Training (0.25 hrs.)
- Talent Review Training (0.75 hrs.)
- Total Rewards Training (1 hr.)
- Monthly Learning- Project Management (1 hr.)
- Career Conversation Framework (0.25 hrs.)
- Project JADE Overview (0.25 hrs.)
- Project JADE TCC Training (0.25 hrs.)
- Goal Setting and Development Planning (0.25 hrs.)
- TTM Performance Review Training (0.5 hrs.)
- Global Job Structure Training (0.5 hrs.)
- Understanding TTM Leadership Principles (0.75 hrs.)

Continuous Improvement Skills

- 6s (2 hrs.)
- Lean Principles (4.5 hrs.)
- Process Innovation (2 hrs.)
- Effective Communication (2.5 hrs.)

Coaching & Feedback

- Coach Employees for High Performance & Development (1 hr.)
- Improve Poor Employee Performance (1 hr.)
- Building Effective Mentorship Relationships (1 hr.)
- Master Difficult Communications (1 hr.)

People Centric Leadership Program

- PCL: Driving Engagement (2 hrs.)
- PCL: Leading with Empathy (2 hrs.)
- PCL: Building High-Performance Teams (2 hrs.)
- PCL: Expanding Potential (2 hrs.)

Leadership Foundation

- LF: Leadership Mindset (2 hrs.)

- LF: Interview & Selection (2 hrs.)
- LF: People Management (2 hours)
- LF: Progressive Discipline (2 hrs.)
- LF: 3C's (2 hrs.)
- LF: Retaining Talent (2 hrs.)
- LF: Case Studies for Management (2 hrs.)
- LF: Leadership Presentations (3 hrs.)

tHRive

- tHRive: Business Partner (1.5 hrs.)
- tHRive: Consulting Essentials (2.5 hrs.)
- tHRive: Project Management (1.75 hrs.)
- tHRive: Change Management (2 hrs.)
- tHRive: HR Data Analytics (0.75 hrs.)
- tHRive: Executive Presence (1 hrs.)
- tHRive: Organization Agility (1 hrs.)
- tHRive: Relationship Building (0.75 hrs.)
- tHRive: Expertise and Coaching (1.25 hrs.)

Hazardous Materials Skills

- Confined Space (2 hrs.)
- Cyanide Handling (1 hr.)
- ERT Technician Core (2 hrs.)
- HazCom – Global Harmonization system (2 hrs.)
- HazCom Annual (2 hrs.)
- Incident Commander (8 hrs.)
- Laser Safety (8 hrs.)
- LOTO (lockout/tagout) (1 hr.)
- Machine Shop Annual Safety (1 hr.)
- Radiation (1 hr.)
- Stormwater (1 hr.)
- Supervisory Safety (1hr.)
- Wastewater Operations (2 hrs.)

Safety Skills - OSHA 10 (Certified-OSHA Instructor)

OSHA 10 Hour

- Introduction to OSHA and General Health and Safety (2hrs)
- LOTO awareness training (1hr)
- Nonroutine work First Aid/CPR (1hr)
- Shoe and clothing safety (1hr)
- Fire extinguisher (2hrs)
- Heat prevention program (1hr)
- Emergency response plan (2hrs)

Safety Skills - OSHA 30 (Certified-OSHA Instructor)
OSHA 30 Hour

- Electrical safety (1hr)
- Respirator training (2hr)
- PPE Safety guide (2hr)
- Material Handling (1hr)
- Chemical handling and labeling (1hr)
- LOTO Training (3hrs)
- Forklift training (3hrs)
- Spill drill (3hrs)
- Radiation Safety (1hr)
- Hearing conservation (2hrs)
- Ladder safety program (1hr)
- Confined spaces (1hr)
- Tool Handling (2hrs)
- Managing safety and health (2hrs)
- Fire protection and classifications (2hrs)
- Trip Hazards (1hr)
- Health Hazards (2hrs)



Training Proposal for:

Vortex Induststies, LLC

Contract Number: ET25-0193

Panel Meeting of: December 13, 2024

ETP Regional Office: San Diego

Analyst: P. Duarte

Project Profile

Contract Attributes:	Priority Rate Retrainee	Industry Sector(s):	Construction	
		Priority Industry:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Counties Served:	Orange	Repeat Contractor:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
Number of Employees in:	CA: 465	U.S.: 825	Worldwide: 825	
<u>Turnover Rate:</u>	6%			
<u>Managers/Supervisors:</u> (% of total trainees)	0%			

Funding Detail

In-Kind Contribution
\$588,510

Total ETP Funding
\$501,760

Training Plan Table

Job No.	Job Description	Estimated No. of Trainees	Range of Hours			Average Cost per Trainee	Post-Retention Wage
			Class / Lab	CBT	Weighted Avg:		
1	Priority Rate Retrainee	448	8-200	0-0	40	\$1,120	\$22.55

*Post-Retention Wage is the Contractual Wage.

Published Minimum Hourly Wage by County:	
Job Number 1:	22.55 for Orange County
Health Benefits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No This is employer share of cost for healthcare premiums – medical, dental, vision.	
Used to meet the Post-Retention Wage?: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Health Benefits may be used to meet the Post-Retention Wage as follows:	
Job Number 1:	\$2.50

Wage Range by Occupation					
Occupations	Wage Range	Estimated number of trainees			
		Total	\$15 to \$20	\$20.01 to \$25	Over \$25.01
JOB NUMBER 1 - Priority Rate, Retrainee					
Finance Staff	\$20.05 - \$104.72	30	0	3	27
Technicians	\$20.05 - \$66.10	226	0	35	191
Customer Service Staff	\$20.05 - \$66.11	70	0	5	65
Production/Operations Staff	\$20.05 - \$96.00	32	0	10	22

Introduction

Founded in 1937 and headquartered in Costa Mesa, Vortex Industries, LLC (Vortex Industries) (<https://www.vortexdoors.com/>) is a company that specializes in commercial and industrial door services. The company has been operating from the earliest designs of doors and gates for warehouses and garages to today’s full spectrum of modern doors, large-scale doors and access control systems. Vortex specializes in door, gate, and dock equipment repair, replacement and maintenance.

Vortex Industries’ commercial and industrial clients across various industries include retail, property management, manufacturing, healthcare, construction, restaurants & hotels, transportation & logistics, and wholesale trade. Vortex Industries has locations throughout California and service centers across the United States and internationally. Training will take place in Costa Mesa, Santa Ana and Irvine. This will be Vortex Industries’ first ETP Contract.

Veterans Program

Although Vortex Industries does not have a formal Veteran outreach program, the Company welcomes and encourages Veterans to apply for employment through its standard company hiring process.

Project Details

To remain competitive and keep up with its rising demand, Vortex Industries must increase its service and repair capabilities. The company conducted a training needs assessment that highlighted the need for its workforce to be up to date in all current systems, methodologies, latest technologies and processes. The company is committed to enhance its production levels, streamlining business processes and upskilling its workers while providing an upward career path within the company. The training needs assessment conducted identified key areas of improvement, including Customer Service, Sales Techniques, Sales Force Implementation across all service centers, MS Office, and Business Management. ETP funding will be focused on Business Skills and Computers Skills training for Customer Service Staff in order to address this key area of improvement.

Furthermore, the company plans to implement technical solutions and modernize technology will require training that will improve service levels, reduce production downtime, and increase manufacturing and assembly cycles. In addition, these training initiatives will allow employees to meet production goals while increasing their ability to advance within the company.

Training Plan

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

Business Skills: Training will be offered to all occupations Training includes, Product Knowledge, Inventory Control and Business managers Guide to Salesforce CRM. Training is designed to equip staff with the knowledge and skills necessary to provide better overall processing and follow-up efficiencies across all related operations.

Computer Skills: Training will be offered to all occupations. Training includes, Microsoft Office (Intermediate/Advanced), Inventory/Purchasing Software and JobBoss Software. Training will increase productivity and efficiency.

Management Skills: Training will be offered to all occupations. Training includes, Organizational Leadership, Project Management, Interpersonal Skills, and Conflict Resolution. Training will also increase the service technology team's ability to address a broader range of service issues with a high level of error free work.

Manufacturing Skills: Training will be offered to Production/Operations Staff and Technicians. Training includes, automated door operations, Technical Door: Construction, Tooling, Installation and Service and AAADM Certification. Training will enable workers to have the skills required to manufacture products that meet the Company's standards for specialized products.

Continuous Improvement Skills: Training will be offered to all occupations. Training includes, Optimal Operating Method, Root Cause Analysis, 5S (Lean Thinking and Methods) and Improving Workflow. Training is designed to equip staff with the knowledge and skills necessary to increase efficiencies and streamline operations.

Certified Safety Training

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

Alternate Recordkeeping

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

Impact/Outcome

Upon completion of ETP training, Vortex Industries trainees’ will be equipped with the necessary industry knowledge and overall comprehensive training to adequately respond to the increased customer demand and industry changes to continue to develop and manufacture the company’s products. Trainees will also have the opportunity to earn certification such as, Adams Certified, Fire door training Certified and IS training Certificates, which will increase opportunities for wage increases and career advancement.

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.

Ø Training Infrastructure

The Chief Human Resources Officer (CHRO) at Vortex Industries, who brings extensive experience managing ETP contracts from previous roles, will lead all aspects of the project. The CHRO will be supported by the company’s Senior Technical Training Manager and Technology Benefits Manager. Collaboration will involve working closely with location managers responsible for training development, delivery, and scheduling. Tracking and reporting will be managed by the CHRO and her HR support team. Additionally, the company has retained an administrative subcontractor to assist with project administration. Training will be conducted on-site by in-house subject matter experts and vendors as needed.

Subcontractors

Subcontractor Type	Subcontractor Name	City, State	Cost / %
Development	Abbott Consulting Group	West Hollywood, CA	\$7,500
Administrative	Abbott Consulting Group	West Hollywood, CA	10% of Earned Amount

Training Subcontractors	City, State	Cost	Description of Service
To Be Determined	-	-	-

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

Trainees may receive any of the following:

Business Skills

- Salesforce Sales Operations
- Salesforce Administration
- Salesforce New User Training
- Field Service Module
- Flow Charts
- Creating Purchase Orders
- Salesforce 101
- Business Managers Guide to Salesforce CRM
- Product Knowledge
- Retaining Customers
- Contract Management
- Cost Control
- Inventory Control
- Marketing
- Marketing & Product Knowledge
- Negotiating
- Order Entry and Processing

Computer Skills

- MS Office (Intermedia/Advance)
- 365 Fundamentals,
- MS Office Essentials
- Data Processing and Analysis, w/Excel
- MS Office
- Inventory/Purchasing Software System
- JobBoss Software
- Payroll Software Systems

Continuous Improvement Skills

- Benchmarking
- Coaching & Giving/Receiving Feedback
- Communication Skills/Communicating Effectively
- Conflict Resolution
- Continuous Improvement Technique
- Coordination of Care
- Optimal Operating Methods
- Organizing for Total Quality Management
- Organizational Roles & Personality Styles
- Organizing and Setting Goals for Workflow
- Performance and Quality Improvement
- Planning
- Setting Standards
- Technology, Innovation and Invention
- Time Management & Delegation

- Total Quality Management Principles
- Train-the-Trainer
- Root Cause Analysis
- Improving Workflow
- Eliminating Waste
- 5S (Lean Thinking and Methods)
- Process Capability
- Process and Change Implementation Practice

Management Skills (Managers/Supervisors/Leads Only)

- Coaching Skills
- Organizational Leadership
- Project Management
- Interpersonal Skills
- Effective Delegation Skills
- Planning and Organization
- Motivation Skills
- Effective Supervision
- Sales Strategies & Skills
- Supervisor Training
- Strategic Planning
- Conflict Resolution
- Internet Marketing
- Interpersonal Skills
- Improvement Behavior Strategies/Styles To Improve Teamwork
- Budgets
- Business Administration Business Analysis And Goal Setting
- Business Performance Business Plans Business
- Process Re-Engineering Business Writing And Grammar
- Communication Skills
- Creative Problem Solving & Innovative Solutions
- Customer Service
- Effective Meeting Skills
- Facilitation Skills
- Financial Analysis And Management
- Financial Strategies

Manufacturing Skills

- Automated door operations training
- Commercial door systems training
- Rolling fire door certification training
- Technical door construction, tooling, installation & service
- AAADM Certification

Safety Skills - OSHA 10 (Certified-OSHA Instructor)

- OSHA 10



**Training Proposal for:
Nibbi Bros. Associates, Inc.**

Contract Number: ET25-0178

Panel Meeting of: December 13, 2024

ETP Regional Office: San Francisco Bay Area

Analyst: N. Shafqat

PROJECT PROFILE

Contract Attributes:	Priority Rate Retrainee SET	Industry Sector(s):	Construction Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Alameda, San Francisco	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Northern California Carpenters Local 22 and Northern California Laborers Local 261		
Number of Employees in:	CA: 250	U.S.: 250	Worldwide: 250
<u>Turnover Rate:</u>	5%		
<u>Managers/Supervisors:</u> (% of total trainees)	N/A		

FUNDING DETAIL

In-Kind Contribution
\$1,000,000

Total ETP Funding
\$444,528

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, Commerical Skills, Computer Skills, OSHA 10/30, HAZWOPER	324	8-200	0-13	\$1,372	\$31.75
				Weighted Avg: 49			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: Job Number 1 (SET/Priority Wage): \$30.75 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
 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
Administrative Staff	\$34.00 - \$100.00	60
Carpenters	\$50.00 - \$80.00	100
Engineers	\$36.00 - \$48.00	15
Estimators	\$62.00 - \$100.00	8
Laborers	\$31.75 - \$50.00	100
Project Manager	\$65.00 - \$80.00	35
Safety Staff	\$48.00 - \$81.00	6

INTRODUCTION

Founded in 1950 and headquartered in San Francisco, Nibbi Bros. Associates, Inc. (Nibbi) (<https://www.nibbi.com/>) is a general contractor that builds some of the most iconic structures in the Bay Area. The Company also works on projects ranging from commercial buildings, educational structures, multi-family and mixed-use buildings, and historical and waterfront properties. Nibbi has two locations in California: San Francisco and Oakland. Some of the Company’s largest customer base includes real estate developers, building owners, and city and county officials. Training will be delivered at the San Francisco headquarters and its facility in Oakland.

This will be Nibbi’s second ETP Contract, and its second in the last five years. Previous training focused on adhering to the ever-changing safety and regulatory rules in the construction industry in order to remain competitive and win new projects within the Bay Area. In this proposal, the training will focus on new software such as Primavera P6 Scheduling Software (planning, managing, and project-executing program), services, and preparing the workers to operate large pieces of equipment such as Forklift, Aerial Boom, and Scissor Lift.

Even though some of the course topics appear the same, none of the training from the prior ETP Contract will be repeated (except for trainees that did not participate in the prior training), and course content has been updated which results in new skills being trained under the same topic.

Veterans Program

Even though Nibbi does not plan to include a separate Veterans' (Job Number) component, the Company encourages veteran workers and recruits through referral sources and considers applicants based on their work experience.

Union Support

Carpenters and Laborers are represented by Northern California Carpenters Local 22 and Northern California Laborers Local 261, respectively. The unions have submitted letters of support for this training project.

PROJECT DETAILS

ETP-funded training will focus on keeping up with the demand of Nibbi's growing customer base, as well as helping its staff acquire additional job-related skills and techniques to meet the enhanced industry standards. Nibbi has committed to achieving internal workforce goals in attracting more minority employees to diversify the workplace and plans on hiring at least 74 new employees during the term of its ETP Contract due to higher demand of services. The Company has a community-outreach plan in place to inform local leaders and individuals of the opportunities at Nibbi. It has created a team to establish a mentoring program for minority employees to ensure individualized success.

Training Plan

The following training will be conducted via Class/Lab, E-Learning, and Computer-Based Training delivery methods:

Business Skills: this training will be offered to Administrative Staff, Engineers, Estimators, Project Managers, and Safety Staff in course topics that include Accounting Practices, Business Writings, Client Relationships, and Contract Management.

Commercial Skills: this training will be offered to Carpenters, Engineers, Laborers, Project Managers, and Safety Staff on course topics that include Aerial Lift Operators, Code of Safe Practices, and Construction Health and Safety.

Computer Skills: this training will be offered to Administrative Staff, Engineers, Estimators, Project Managers, and Safety Staff on course topics that include ADP, Briq, and Elations.

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.

Special Employment Training

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

➤ **Wage Modification**

For trainees employed in a priority industry, the Panel may modify the wage up to 25% below the statewide average hourly wage (from \$41.00 to \$31.75). The Company requests this modification.

Commitment to Training

Nibbi's training budget is approximately \$750,000 per year. The ETP curriculum will build on, but not overlap training already provided by the Company. Nibbi funds all orientation 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**

Nibbi's CFO (dedicated administrator), COO, Directors, President, and Director of HR will oversee all ETP-funded training. Training will be delivered by in-house experts, and there will be several internal staff at each office who will assist with project management. Rosters will be collected by each trainer and forwarded to corporate for review before entering hours into ETP's system for tracking. The Company has also retained a third-party subcontractor, Propel Consulting Group (PCG), to assist with ETP-administrative duties.

Computer-Based Training (CBT)

CBT will be provided to supplement Class/Lab and E-Learning, which is a more convenient means of delivering basic training. Training will be delivered to all occupations and trainees will receive between 0–13 hours of CBT.

Impact/Outcome

ETP training will allow the Company to compete against large firms with greater resources to meet customer and regulatory needs. These skills will also ensure the safety of the workers while performing job duties. Lastly, ETP funds will help the workers upskill in their departments, which will provide further opportunities in their job and careers in the future. As a result of this proposed training, trainees will earn OSHA 10/30 and HAZWOPER certificates.

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 active ETP Contract:

Contract No.	Location (City)	Term	Approved Amount	Payment Earned (\$ %)
ET22-0215* (Expansion)	San Francisco and Oakland	2/7/22 – 2/6/24	\$483,000	\$336,284 (70%)

*ET22-0215: Due to this being Nibbi’s first time participating in the ETP program and being something new to the Company, the Company got off to slow start while not capturing all of the ETP-eligible training. Nibbi even had employees skipping the sign-in sheet altogether, not realizing the importance of filling it out. It was not until a year into the program that everyone embraced the sign-in sheets, and its staff became diligent at tracking all of the ETP training.

Additionally, Nibbi’s primary training room that could accommodate large groups was flooded by the heavy Bay Area storms during 2023 including the main sewer backing up into it. The repairs took three months to complete. Because of this, almost all of its 1st Quarter’s 2023 training scheduled was pushed back or outright cancelled due to the facility not being usable. This put Nibbi in a hole, which it never fully recovered.

While the flooding was something beyond Nibbi’s control, it definitely embraced the tracking and sign-in sheets as part of the Company’s culture. Consequently, Nibbi is now much better positioned with its staff to properly assign and track ETP training.

DEVELOPMENT SERVICES

Nibbi retained PCG in El Dorado Hills to assist with development of this proposal for a flat fee of \$15,000.

ADMINISTRATIVE SERVICES

The Company also retained PCG 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

- Accounting Practices
- Business Writing
- Client Relationships
- Contract Management
- Cost Management & Change Orders
- Crises Management
- Financial Reporting
- Project Management
- Problem Solving & Decision Making
- Sales Skills
- Teambuilding

Commercial Skills

- Aerial Lift Operator
- Construction Health & Safety
- Electrical NFPA (National Fire Protection Association) 70E -
- Equipment Operation
- Excavation Competent
- Flagger/Traffic Control
- Forklift Operator
- OSHA 500
- OSHA 510
- Rigging and Crane Signal
- Scaffold Competent
- Scaffold User
- Scissorlift Operator
- Silica Awareness

Computer Skills

- ADP Performance Management
 - Goal Setting and Tracking
- Briq
- Buildr
- Cosential
- Elations
- Email Cyber Security
- Procure
- Primavera P6 Scheduling Software
 - Construction Master Schedule

HAZWOPER (1:40 Ratio)

- Hazwoper 24
- Hazwoper 40

Safety Skills - OSHA 10/30 (Certified-OSHA Instructor) (1:40 Ratio)

- OSHA 10
- OSHA 30

Computer-Based Training

Commercial Skills

- Email Cyber Security (0.75 hr.)
- Electrical NFPA 70 E (2 hrs.)
- Silica Aware (1 hr.)

Computer Skills

- Enterprise Awareness Training (0.75 hr.)
- Procore Certification for PM (3.5 hrs.)
- Email Cyber Security (0.75 hr.)
- Procore (4 hrs.)



November 11, 2024

Employment Training Panel
1100 J Street
Sacramento, CA 95814

Dear Panel Members,

We understand that Nibbi Bros. Associates, Inc. (Nibbi) 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: Nibbi will train approximately 100 Carpenters.

The Nor Cal Carpenters Union (NCCU) with respective Local(s) throughout the 46 Northern California Counties, has received a Notice of Intent to train Collective Bargaining agreement represented workers. In accordance with ETP regulation 4404, the Notice of Intent contained information regarding the proposed training, 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 NCCU as a condition of continued support.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jay Bradshaw".

Jay Bradshaw
Executive Officer
Nor Cal Carpenters Union



LiUNA! LOCAL 261

Feel the Power

RAMON HERNANDEZ
Business Manager

November 13, 2024

DAVID DE LA TORRE
Secretary-Treasurer

Employment Training Panel
1100 J Street
Sacramento, CA 95814

OSCAR DE LA TORRE
President

DIEGO HERNANDEZ
Vice-President

Dear Panel Members,

ARTURO SAINZ
Recording Secretary

We understand that Nibbi Bros. Associates, Inc. (Nibbi) 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: Nibbi will train approximately 100 Laborers.

VINCE COURTNEY
Executive Board

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.

LEONARD GONZALES
Executive Board

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.

3271 - 18th Street
San Francisco, CA 94110
(415) 826-4550 Office
(415) 826-1948 Fax

Sincerely,

300 - 7th Avenue
San Mateo, CA 94401
(650) 344-7168 Office
(650) 344-5357 Fax

RAMON HERNANDEZ
Business Manager

1114 Irwin Street
San Rafael, CA 94901
(415) 492-0936 Office
(415) 492-8233 Fax



**Training Proposal for:
Ryzlink Corp. dba Chuwa America**

Contract Number: ET25-0179

Panel Meeting of: December 13, 2024

ETP Regional Office: San Francisco Bay Area

Analyst: N. Shafqat

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate	Industry Sector(s):	Other Professional, Scientific Technology Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Santa Clara	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Number of Employees in:	CA: 450	U.S.: 450	Worldwide: 500
<u>Turnover Rate:</u>	5%		
<u>Managers/Supervisors:</u> (% of total trainees)	0%		

FUNDING DETAIL

In-Kind Contribution
\$2,500,000

Total ETP Funding
\$593,600

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, Commercial Skills, Computer Skills	400	8-200	0	\$1,484	\$25.00
				Weighted Avg: 53			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: \$24.60 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.

Current Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
AI Engineer	\$30.00 - \$60.00	40
Backend Software Developer	\$30.00 - \$47.50	80
Data Analyst	\$25.00 - \$35.00	40
Data Warehouse Developer	\$25.00 - \$40.00	40
Database Developer	\$25.00 - \$45.00	40
Frontend Software Developer	\$30.00 - \$40.00	80
Full Stack Software Engineer	\$30.00 - \$37.50	40
SteamNative Developer	\$30.00 - \$52.00	40

INTRODUCTION

Founded in 2010 and headquartered in Santa Clara, Ryzlink Corp. dba Chuwa America (Ryzlink) (<https://ryzlink.com/>) is a software development and consulting firm specializing in e-commerce, data analysis, networking, and storage software. The Company focuses on technology training to meet software development market demands, offering both outsourcing and on-site software consulting services. It provides services to firms in the finance, medical, science, banking, and graphic industries. Additionally, Ryzlink sources, trains, and prepares aspiring students and professionals for some of the world’s largest top technology companies and financial institutions such as Apple, Microsoft, Tesla, PayPal, Cisco, and Walmart. Training will be delivered at its headquarters in Santa Clara.

This will be Ryzlink’s second ETP Contract, and its second in the last five years. Previous training focused on hiring new employees and the Company’s expansion plan. In this proposal, training will focus on keeping skills relevant and competitive, adopting new technologies and tools,

onboarding new employees, implementing new processes and workflows, mitigating risks, and ensuring compliance related to new technologies. Even though some of the course topics appear the same, none of the training from the prior ETP Contract will be repeated (except for trainees that did not participate in the prior training), and course content has been updated which results in new skills being trained under the same topic.

Veterans Program

Although there is not a separate Veterans' Job Number in this proposal, Ryzlink is committed to Veteran inclusion and encourages veterans to apply for positions within the Company. It accepts applications for veterans with the necessary technology backgrounds.

PROJECT DETAILS

As technology rapidly changes, Ryzlink aims to ensure all employees are trained in its latest technologies to ensure they become subject-matter experts. If the Company's employees are not receiving up-to-date training, clients will not benefit as much and may not hire Ryzlink. The proposed curriculum contains countless programs that require training and the associated certifications to become trainers.

Training Plan

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

Business Skills: this training will be offered to all occupations on course topics that include Business Analysis, Functional Analyst, and Project Management.

Commercial Skills: this training will be offered to all occupations on courses like Application Development Architecture Standards, Framework and Standards, and Industry Processes.

Computer Skills: this training will be offered to all occupations on course topics that include Adobe Analytics, Business Objects, and Software Engineering.

Commitment to Training

Ryzlink's annual training budget in California is \$800,000. This includes basic-computer skills, company orientation, violence in the workplace, and sexual harassment prevention training. ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

Ryzlink's CEO (dedicated administrator) will oversee the project, and its training Development Manager will assist the CEO to set training goals and training requirements for all trainees. Five qualified in-house trainers and a Lead Trainer will deliver training. Administration and HR staff will collect and scan rosters for ETP recordkeeping. A Training Quality Analyst will also assess training effectiveness through feedback, performance evaluation, and collaborate with Training Coordinator for continuous improvement. It also retained a third-party subcontractor- Propel Consulting Group (PCG) to assist with ETP administration and systems.

Impact/Outcome

ETP training will help the Company meet its long-term expansion goals and stay competitive in the tech industry through upskilled workers. Additionally, upon completion of training, trainees will receive three levels of internal certification which includes Foundations of Technical Communication, Translating Business Requirements into Technical Specifications, and Communicating Complex Technical Solutions to Business Stakeholders. These certifications will provide the workers with promotional opportunities and career advancement.

Alternate Recordkeeping

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

ACTIVE PROJECTS

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

Contract No.	Approved Amount	Term	No. Trainees (Estimated)	No. Retained	Potential Earnings (Based on Tracked Hours) (\$ %)
ET23-0229	\$425,500	12/19/22– 12/18/24	290	0	\$425,500 (100%)

Based on ETP's Cal-E-Force system, 28,370 reimbursable hours have been tracked for potential earnings of \$425,500 (100% of approved amount). The Contractor projects final earnings of 100% by the end of term in December 18, 2024.

DEVELOPMENT SERVICES

PCG in El Dorado Hills assisted with development of this proposal for a flat fee of \$20,000.

ADMINISTRATIVE SERVICES

PCG 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

- Business Analysis
- Business Communication Skills
- Conflict Management
- Customer Service
- Leadership Skills
- High Performance Teambuilding
- Change Management
- Coaching and Mentoring
- Problem Solving & Decision Making
- Functional Analyst
- Project Management
- Sales Skills
- Team Culture
- Workplace Environment

Commercial Skills

- Application Development Architecture Standards
- Development Frameworks and Process Standards
- Frameworks and Standards
- Industry Process
- Industry Tools

Computer Skills

- NET Computer Software Framework
- Adobe Analytics
- AgilerCraft Enterprise Software Platform
- Angular Web Framework
- Application Programming Interface
- ASP.NET Web-Application Framework
- BigQuery
- Bootstrap CSS Framework
- Business Objects
- Cascading Style Sheets
- Cassandra Database Development
- Charles Application
- Databricks
- Data Warehousing
- DynamoDB Database Development
- ETL (Extract, Transfer, Load) Frameworks
- Fiddler Software
- Git Software
- HTML/HTML 5

- MacOS/iOS Engineering Training
 - Introduction to Swift Programming
 - Understanding Xcode and Development Tools
 - iOS Fundamentals: UIKit and Core Frameworks
 - MacOS Development and AppKit
 - Advanced iOS and MacOS Features
 - SwiftUI and Declarative UI Development
 - App Security and Privacy
 - App Distribution and App Store Optimization
 - Continuous Integration/Continuous Delivery (CI/CD) for iOS and MacOS
 - Machine Learning and ARKit Integration
- Track Software Development Environment
- Java
- JavaScript Programming
- JIRA Software
- jQuery UI (User Interface) Software
- MongoDB
- MySQL Database Development
- Oracle Database Development
- PL/SQL Stored Procedures
- Postgres Database Development
- Power Pivot
- Programming Skills
- Quantum Metrics
- Requestly – Lightweight Proxy
- RESTful Web API (Application Programming Interface) Development
- Simple Object Access Protocol
- Software Development Life Cycle
- Software Engineering
- Software Testing Life Cycle
- Spring Java Application Development Framework
- StreamNative Pulsar Distributed Messaging Software Developer
- Structured Query Language
- TiDB Database Administrator
- TiDB Database Developer
- Tableau
- Team Foundation Server
- Thermal Design Power
- User Acceptance Testing



Training Proposal for:

West Coast Media News LLC dba California

Newspapers Partnership

Contract Number: ET25-0177

Panel Meeting of: December 13, 2024

ETP Regional Office: San Francisco Bay Area

Analyst: R. Jackson

PROJECT PROFILE

Contract Attributes:	Retrainee HUA Priority Rate	Industry Sector(s):	Information/Multi Media Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Butte, Contra Costa, Humbolt, Orange, Lake, Alameda, Los Angeles, Monterey, San Bernardino, Tehema, Riverside, Santa Clara, Marin, Santa Cruz, Mendicino, Solano, Yolo	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Pacific Media Workers Guild 39521		
Number of Employees in:	CA: 1,097	U.S.: 1,197	Worldwide: 1,197
<u>Turnover Rate:</u>	2%		
<u>Managers/Supervisors:</u> (% of total trainees)	12%		

FUNDING DETAIL

In-Kind Contribution
\$668,450

Total ETP Funding
\$579,768

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 Improvement, Computer Skills, Manufacturing Skills, Business Skills	609	8-200	0-24	\$952	\$22.55
				Weighted Avg: 34			

Minimum Wage by County: \$22.55 per hour for Orange, Butte, Humbolt, Monterey, Tehema, San Bernardino, Riverside, Santa Cruz, Mendicino, Solano, Lake, and Yolo counties; \$23.15 per hour for Los Angeles County; \$24.25 per hour for Contra Costa County; and, \$24.60 per hour for Marin, Santa Clara, and Alameda 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.

Current Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Administrative Support Staff	\$20.05 - \$25.00	20
	\$25.01 - \$40.00	22
	\$40.01 - \$48.17	2
Editorial Staff	\$20.05 - \$25.00	7
	\$25.01 - \$40.00	58
	\$40.01 - \$62.51	21
	\$62.52 - \$86.15	4
Page Designer	\$20.19 - \$25.01	13
	\$25.01 - \$37.00	8
Advertising Staff	\$24.25 - \$25.00	3
	\$25.01 - \$38.46	3
	\$38.47 - \$45.67	2
Finance Staff	\$27.51 - \$35.90	10
	\$35.91 - \$48.08	7
Operations Staff	\$34.09 - \$49.52	12
	\$49.53 - \$82.05	2
Photographer	\$21.64 - \$25.00	4
	\$25.01 - \$32.67	16

Production Staff	\$20.05 - \$25.00	43
	\$25.01 - \$38.77	55
Professional Staff	\$21.63 - \$25.00	6
	\$25.01 - \$32.03	14
	\$32.04 - \$42.31	7
Reporter	\$20.05 - \$25.00	30
	\$25.01 - \$38.46	63
	\$38.47 - \$60.74	5
Sales and Marketing Staff	\$20.05 - \$25.00	19
	\$25.01 - \$39.13	48
	\$39.14 - \$64.90	9
Frontline Technical Director	\$33.65 - \$49.04	11
	\$49.05 - \$69.71	7
	\$69.72 - \$84.62	2
Supervisor/Manager	\$23.74 - \$25.00	4
	\$25.01 - \$35.90	39
	\$35.91 - \$48.87	28
	\$48.88 - \$76.92	5

Some occupations are not represented by the union. Additionally, within the same occupation(s), some are represented by the union and some are not. For instances where the collective bargaining agreement (CBA) exist, the wages in the CBA shall prevail above the ETP-required wages listed in the Minimum Wage by Country table above.

INTRODUCTION

Founded in 1999 and headquartered in San Jose, West Coast MediaNews LLC dba California Newspapers Partnership (West Cost Media) (www.bayareanewsgroup.com) is a subsidiary of Media News Group. West Coast Media is the largest publisher of daily and weekly newspapers in California. Through its statewide network of newspapers and websites, the Company provides news and information to readers as well as marketing and advertising opportunities for businesses. In this proposal, ETP training will be delivered to staff employed at two of West Coast Media's news publishing affiliates: Los Angeles Daily News Publishing Company and Monterey Newspapers, LLC. West Coast Media and its affiliates publish a variety of daily and weekly publications. Training will be delivered at its headquarters and at its affiliates' locations, approximately 25 locations statewide.

This will be West Coast Media's sixth ETP Contract, and its third within the past five years. Previous training focused on training initiatives in response to new business acquisitions, centralized operations, processes, and procedures to meet efficiency goals. In this proposal, the Company plans to upgrade staff's skills on a variety of new technologies such as software changes and new production machines following its investment of over \$1 million in new equipment. Even though there may be employees who have participated in a prior ETP Contract and there may be some reoccurring curriculum topics, no duplication of training will occur as all subject matter has been updated and/or modified due to changes in business demand and media technology.

Veterans Program

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

Union Support

The Reporter, Photographer, Editorial Staff, Page Designer, Advertising Staff, Sales/Marketing Staff, and Productions Staff occupations are represented by Pacific Media Workers Guild Local 39521. The union has submitted a letter of intent and a union support letter for this training project.

PROJECT DETAILS

The emphasis of the proposed training includes training an estimated 50 new full-time employees at the Riverside location due to expanding customer base and new press systems being installed, improving efficiency, the use of new artificial intelligence tools like Gemini, ChapPT to boost productivity, and new software such as Naviga and BluYogurt for online advertising. Lastly, the leadership program includes a concentration of communications and customer service training to reinforce the aim of increasing efficiency and productivity.

Training Plan

The following training will be conducted via Class/Lab, E-Learning, and Computer-Based Training (CBT) delivery methods:

Business Skills: This training will be offered to all occupations on product knowledge, support skills, and technical expertise to identify and resolve problems more efficiently. Topics will include topics such as Account management, Advanced Targeting and Audio Advertising.

Computer Skills: This training will be offered to all occupations to support the next generation of digital media products, while focusing on the implementation of digital media content for web and mobile-based audiences. Reporter, Photographer, and Editorial Staff will be learning new Google AI tools. Advertising Staff will be offered topics including BluYogurt.

Continuous Improvement: This training will be offered to all occupations on topics like customer service, communication, best practices, project management and process improvements. Members of the Company's leadership team will continue to develop new leadership and coaching skills to reduce costs, improve efficiencies, and increase productivity.

Manufacturing Skills: This training will be offered to Page Designer, Productions Staff, Reporter, Supervisor/ Managers on workflows for new and existing print products to improve the efficiency of printing and circulating products at a lower cost.

Computer-Based Training

CBT will be provided to supplement Class/Lab and E-Learning, which is a more convenient means of delivering basic training. Trainees will receive between 0–24 hours of CBT.

High Unemployment Area

Some trainees (Job Number 1) work in a High Unemployment Area (HUA), with unemployment exceeding the state average by at least 25%. The Company has locations in HUA areas such as Monterey and Red Bluff.

➤ 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 or retention modification.

Commitment to Training

West Coast Media has an annual training budget of approximately \$512,500 for all of its California facilities. Training includes new-hire orientation, compliance training, temporary-worker training, basic- computer skills, sexual harassment prevention, and executive development programs. 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

West Coast Media's Corporate Training Manager and its Senior HR Director (dedicated administrator) will oversee administration of this project with help from V.P. Sales Trainer and a member from Executive Administrative team. The Company's internal training team (including 25 internal trainers) will coordinate, schedule, and document training across all participating locations. It has also retained a third-party subcontractor- California Training Administration, Inc. (CTA) 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 \$ %
ET22-0333	Statewide	6/30/22 – 6/29/24	\$499,583	\$499,583 (100%)
ET19-0343	Statewide	12/31/18 – 6/28/21	\$751,400	\$744,970 (99%)

DEVELOPMENT SERVICES

West Coast Media retained CTA in Rocklin to assist with development for a flat fee of \$2,500.

ADMINISTRATIVE SERVICES

The Company also retained CTA to 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 Management
- Advanced Targeting
- Advertising Creative Design Software
- Audio Advertising
- Auto sales
- Automotive Advertising
- Broadcast Techniques
- Business Category Training
- Campaign Optimization
- Campaign Reporting
- Case Studies
- Challenger Sales Model
- Circulation Updates
- Client Retention & Growth Strategy
- Connected TV Advertising
- Consultative Sales Skills
- Consumer Journey Sales
- CRM - Customer Relationship Management
- Department Processes
- Digital Advertising Products for Desktop, Mobile/Tablets and Applications
- Digital Display and Video
- Digital Marketing
- Digital Platforms
- Digital Skills
- Email Marketing & Sales
- Finance Reporting
- Google Advertising
- Google AdWords and Analytics
- Marketing & Sales Techniques
- Native Advertising
- Negotiations and Closing
- New Call Center Procedures
- Newsletters
- Newspaper Processes
- Outreach Training – sales enablement
- Presentation Skills
- Print Media Technology
- Product Knowledge
- Product Marketing and Support
- Project and Product Management Tools
- Promotional Content

- Prospecting Skills
- Reporting with Data
- Sales Approach Tips and Training
- Sales Strategy
- Single copy Sales System
- Social Media
- TownNews
- Web Interface / Web Design / Website 101
- Writing for Journalist
- YouTube / Video Skills

Computer Skills

- AdTaxi
- AdMall
- AdOps
- Affinity
- AI Enterprise Tools
- Applicant Tracking Systems – Workday
- BluYogurt Advertising Portal
- Brainworks
- Call Center Systems & Tools
- ChapTP
- Chat
- Convertly
- Connected TV
- Dashboard
- Data Content Management and Analytics
- Database Management
- Database Tools
- Design and Editing
- Digital Display
- DTI (Newscycle Solutions Database)
- eCommerce
- E-Edition
- Email, Calendars, and Document Financial Reporting
- Gemini
- Google AI
- Google Analytics
- Google Audience
- Google Certification Updates
- Google Gmail Ads
- Google Products
- Google Workspace
- HelpDesk IT
- Intro to Mirrorless Cameras
- JD Edwards Expense Management
- Luna Salesforce
- Merlin Software Application

- Microsoft Programs (Intermediate/Advanced)
 - Word
 - Excel
 - PowerPoint
 - Access
 - Publisher
- Mobile Devices
- Multimedia Tools
- Native Advertising
- Naviga Order Entry System
- Network Administration
- Oracle Systems & Tools
- Payroll & HR System Training
- Reporting & Analytics
- Salesforce
- Saxotech
- Search Engine Optimization (SEO)
- Shoom ETearsheets
- SnapChat
- Stratica
- Video Tools
- Website Management
- WordPress
- Workday

Continuous Improvement Skills

- AI Prompt Library for Managers
- Best Practices
- Budgeting Techniques
- Change Management
- Coaching (*non-disciplinary*)
- Communications Skills
- Conflict Management
- Creativity and Innovation
- Critical Thinking
- Customer Service
- Decision Making
- Leadership Skills
- Managing a Remote Workforce
- Managing Covid Processes
- Mindful Leadership
- Negotiation Skills
- Problem Solving
- Process Improvements
- Quality Improvement
- Project Planning & Delegation
- Remote Work & Productivity
- Strategic Implementation

- Strategic Planning
- Team Building and Development
- Teamwork
- Telephone Skills
- Time and/or Project Management

Manufacturing Skills

- Equipment Training
- Handling Hazardous Materials
- Workplace Safety Hazards
- Labeling Systems
- Mailroom Equipment Training
- Maintenance and Repair
- Material Handling & Storage Procedures
- New Equipment Training
- New Press System
- Process and Quality Assurance Improvements
- Shipping/Receiving Techniques
- Technical Support & Safety Skills
- Testing/Debugging Techniques

Computer-Based Training

Trainees may receive any of the following:

Business Skills

- AI Sales Strategy (1 hr)
- Attribution Marketing Training (1 hr)
- Auto Sales Training (1 hr)
- Automotive (1 hr)
- Business Category (1 hr)
- Closing Sales (1 hr)
- Content Marketing (1 hr)
- Digital Marketing (1 hr)
- Effective Sales Presentations (1 hr)
- How and Why Customers Buy (1 hr)
- How to Effectively Sell Video (1 hr)
- How TV Sells Advertising (1 hr)
- Marketing Fundamentals (1 hr)
- Marketing Technology (1 hr)
- Needs Assessments (1 hr)
- Newsletter Advertising (1 hr)
- Outreach Training (1 hr)
- Political Advertising (1 hr)
- Research Library Use (1 hr)
- Search Audits (1 hr)
- Signal Tag Training (1 hr)

Computer Skills

- AdMall (1 hr)
- Admall Pro (1 hr)
- AdOps (1 hr)
- AdTaxi (1 hr)
- Affinity (1 hr)
- Brainworks (1 hr)
- Chat (1 hr)
- Connected TV (1 hr)
- Convertly (1 hr)
- E-Edition (1 hr)
- Email Marketing (1 hr)
- Google Audience (1 hr)
- Google Gmail Ads (1 hr)
- Google Analytics (1 hr)
- Google Drive Training (1 hr)
- Google Workspace (1 hr)
- iOS updates (1 hr)
- LiveIntent Trafficking (1 hr)
- Luna Salesforce (1 hr)
- PowerPoint (1 hr)
- Programming Updates (1 hr)
- Retail Industry Outlook and Facebook (1 hr)
- Search Engine Optimization SEO (1 hr)
- Shoom ETearsheets (1 hr)
- SnapChat Training (1 hr)
- Social Media (1 hr)
- TikTok (1 hr)

Continuous Improvement Skills

- Change Management (1 hr)
- Communication Skills (1 hr)
- Navigating Difficult Conversations (1 hr)
- Team Building in Remote Work Environment (1 hr)
- Team Development Leaders (1 hr)
- Coaching for Change (1 hr)
- Leadership and Trust (1 hr)
- Managing a Remote Workforce (1 hr)
- Managing Employees in a Remote Work Environment (1 hr)
- Mindful Leadership (1 hr)
- Working in a Remote Work Environment (1 hr)



June 25, 2024

Employment Training Panel
1100 J Street
Sacramento, CA 95814

Dear Panel Members:

We understand that California Newspapers Partnership (dba "Bay Area News Group") is requesting ETP funding. The proposed training plan for the specified numbers has our support. The proposed training plan covers represented employees at the Monterey Herald, the San Jose Mercury News, and the East Bay Times. The approximated number of trainees from the following occupations will be participating in this project:

- **News Staff** (Reporter, Photographer, Editor, Columnist) – 62 positions
- **Sales/Marketing** (Advertising, Account Executive, Sales Support) – 18 positions
- **Production Staff** (Customer Service, Layout Clerk, Driver, and Mailer) – 7 positions

The Pacific Media Workers' Guild Local 39520 has received a Notice of Intent to training 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 the 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,



Michael Applegate
Executive Officer
Pacific Media Workers Guild
michael@mediaworkers.org | 417-349-1138



Training Proposal for:

Maxco Supply, Inc.

Contract Number: ET25-0187

Panel Meeting of: December 13, 2024

ETP Regional Office: Sacramento

Analyst: J. Dongallo

Project Profile

Contract Attributes:	HUA Priority Rate Retrainee	Industry Sector(s):	Manufacturing	
		Priority Industry:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Counties Served:	Fresno, Kern	Repeat Contractor:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
Number of Employees in:	CA: 405	U.S.: 405	Worldwide: 405	
<u>Turnover Rate:</u>	8%			
<u>Managers/Supervisors:</u> (% of total trainees)	5%			

Funding Detail

In-Kind Contribution
\$551,600

Total ETP Funding
\$284,760

Training Plan Table

Job No.	Job Description	Estimated No. of Trainees	Range of Hours			Average Cost per Trainee	Post-Retention Wage
			Class / Lab	CBT	Weighted Avg:		
1	Priority Rate HUA Retrainee	226	8-200	0-0	45	\$1,260	\$20.10

*Post-Retention Wage is the Contractual Wage.

Published Minimum Hourly Wage by County:	
Job Number 1:	Priority/HUA: \$16.91 per hour for Fresno and Kern County.
Health Benefits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No This is employer share of cost for healthcare premiums – medical, dental, vision.	
Used to meet the Post-Retention Wage?: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Health Benefits may be used to meet the Post-Retention Wage as follows:	
Job Number 1:	\$0.00

Wage Range by Occupation					
Occupations	Wage Range	Estimated number of trainees			
		Total	\$15 to \$20	\$20.01 to \$25	Over \$25.01
JOB NUMBER 1 - Priority Rate, HUA, Retrainee					
Administrative Staff	\$20.10 - \$24.65	21	0	21	0
Machine Operators	\$20.15 - \$28.97	50	0	35	15
Production Workers	\$20.22 - \$27.93	85	0	60	25
Support Staff	\$25.18 - \$28.64	25	0	0	25
Manager/Supervisors	\$25.19 - \$52.88	13	0	0	13
Technicians	\$25.27 - \$29.52	23	0	0	23
Engineering Staff	\$37.16 - \$46.82	9	0	0	9

Introduction

Founded in 1972 and headquartered in Parlier, Maxco Supply, Inc (Maxco) (www.maxcopacking.com) is a leading innovator in creating packaging solutions, high graphic designs and containers within the packaging industry. The Company is mainly engaged in the manufacturing of corrugated packing containers/boxes for produce, such as grapes and various fruit tree products. Maxco is the only packaging supplier with the ability to combine all the packaging requirements of their customers with the machinery requirements to assemble the box/package efficiently. Maxco’s serves customers in the agricultural industry that grow grapes, citrus, berries, nuts and any other soil grown product.

There are four operating facilities participating in this proposal. Three facilities are located in Fresno County, while one facility is in Kern County. This is Maxco's first ETP Contract.

Veterans Program

The Company does actively recruit Veterans through online resources like Employment Development Department and Veteran job fairs for all open occupations. However, the Company did not specifically include a Veteran component in this project.

Project Details

To keep pace with the competitive market and the introduction of new regulatory standards, ongoing employee training is essential. Adaptation to these changes is necessary to maintain compliance and to leverage new agricultural packaging practices. Training will enable staff to proficiently integrate sustainable manufacturing techniques into daily operations, ensuring compliance with regulatory standards. This will maintain the company's reputation for quality and sustainability, directly impacting production efficiency and product excellence.

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

The Company remains committed to creating promotional growth opportunities for 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 the use of Critical Thinking, Risk Management, Sustainable Operations, Logistics, Electronic Invoicing, Press Operation, Inspection Procedures and Microsoft Office (Intermediate/Advanced) will give trainees transferable skills while promoting the Company's culture.

Training Plan

These topics will be delivered via Class/lab, E-Learning, Productive lab in the following:

Business Skills: Training will be delivered to all occupations with the goal to improve customer communication, service and increase customer satisfaction. Training topics will be Best Practices, Critical Thinking, Customer Service Skills, Problem Solving, Quality Control, and Sales Skills.

Computer Skills: Training will be offered to all occupations to improve software skills. Training topics include Accounting Software, Electronic Invoicing, Inventory Software, Microsoft Office (Intermediate/Advanced) and Report Generating Software.

Continuous Improvement: Training will be delivered to all occupations on Communication Skills, Inspection Procedures, Internal Auditing, Operating Efficiency, Production Processes, Root Cause Analysis and Supply Chain Procedures.

Manufacturing Skills: Training will be offered to Machine Operators, Production Workers, Support Staff and Technicians. Training will improve the employee's knowledge of proper techniques for working with equipment and on-the-job experience. Training topics include Convertible Lid Boxes Corrugated Production Procedures, Electrical Systems, Fresh Produce Containers, Food Safety, Packaging Systems, Product Loading and Production Erectors.

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.

Training will be delivered to Machine Operators, Production Workers, Support Staff and Technicians. The trainer will demonstrate step-by-step instructions and then observe trainees perform these tasks. Training will be provided on Equipment Operation, Packaging System, Product Fabrication, Production Equipment.

Training will provide staff with the tools they need to complete their job duties. Production will be impacted because an experienced staff member will be used to train and observe trainees. Since machine operation is a hands-on task and the Company believes that it is not something that can be accomplished primarily through reading materials. PL training will allow employees to perform their duties efficiently while being able to take on additional duties 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 that is specific to the operation and maintenance of new equipment. PL will supplement Class/Lab training. Maxco is requesting a 1:1 trainer-to-trainee ratio and is requesting up to 15 hours of PL per trainee.

High Unemployment Area

All 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 Fresno and Kern counties are in an HUA.

➤ Wage Modification

For these trainees, the Panel may modify the ETP Minimum Wage by up to 25% if post-retention wages exceed the pre-retention wages.

The Company is requesting a wage modification from \$22.55 per hour to \$20.10 per hour for 92 trainees amongst Administrative Staff, Machine Operators and Production Workers in Job Number 1.

Commitment to Training

Maxco's annual training budget is approximately \$545,100 for safety and employee improvement. The Company is committed to improving performance and knowledge for all employees. ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

The Company has a structured training plan in place and is ready to start training upon project approval. The Chief Financial Officer will oversee project administration along with the Office Managers, who will handle training rosters and tracking performance. A third party administrator will assist with the implementation, compliance, reporting and reimbursements for the contract. Training will be provided by in-house experts and vendors as needed.

Subcontractors

Subcontractor Type	Subcontractor Name	City, State	Cost / %
Development	National Training Company, Inc.	Irvine, CA	\$15,000
Administrative	National Training Company, Inc.	Irvine, CA	13% of Earned Amount

Training Subcontractors	City, State	Cost	Description of Service
To Be Determined	-	-	-

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Adhesives
- Best Practices
- Critical Thinking
- Customer Service Skills
- Industry Standards
- Lean Manufacturing
- Logistics
- Press Operation
- Problem Solving
- Process Improvement
- Quality Control
- Risk Management
- Sales Skills
- Strategic Business Operations
- Sustainable Boxes
- Sustainable Operations
- Teambuilding Skills

Computer Skills

- Accounting Software
- Cloud Computing Systems
- Customer Relationship Management
- Cyber Security
- Electronic Invoicing
- Design Software
- Inventory Software
- Microsoft Office (Intermediate/Advanced)
- Project Management Applications
- Report Generating Software
- Technology Software Training

Continuous Improvement Skills

- Communication Skills
- Inspection Procedures
- Internal Auditing
- Meeting Customer Specifications
- Operating Efficiency
- Performance Improvement
- Production Processes
- Quality Improvement
- Risk Probabilities
- Root Cause Analysis

- Standard Operating Procedures
- Supply Chain Procedures

Manufacturing Skills

- Container Systems
- Convertible Lid Boxes
- Corrective Action
- Corrugated Production Procedures
- Digital Systems
- Distribution Systems
- Driver Procedures
- Electrical Systems
- Equipment Performance
- Fresh Produce Containers
- Food Safety
- Inspection Techniques
- Long Term Storage Systems
- Maintenance Procedures
- Manufacturing Equipment
- Maxguard Recyclable Products
- Packaging Systems
- Paper Processing
- Printing Surfaces
- Product Fabrication
- Product Loading
- Product Specifications
- Production Equipment
- Production Erectors
- Production Processes
- Protective Coating
- Prototyping
- Quality Management
- Receiving Procedures
- Safety Procedures
- Shipping Procedures
- Standard Operating Procedures
- Sustainability Techniques
- Technical Accuracy
- Tools and Processes
- Tri-Wall Containers
- Warehouse Procedures

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

Trainees may receive any of the following:

Manufacturing Skills

- Corrugated Production Procedures
- Equipment Operation
- Maintenance Procedures
- Packaging Systems
- Product Fabrication
- Production Equipment
- Warehouse Procedures



Training Proposal for:

The Wine Group LLC

Contract Number: ET25-0197

Panel Meeting of: December 13, 2024

ETP Regional Office: Sacramento

Analyst: K. Mam

Project Profile

Contract Attributes:	HUA Priority Rate Retrainee	Industry Sector(s):	Manufacturing	
		Priority Industry:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Counties Served:	San Joaquin, Fresno, Madera	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No UFCW International Union, Wine, Distillery & Allied Workers - Local 186D			
Number of Employees in:	CA: 988	U.S.: 1,070	Worldwide: 1,120	
<u>Turnover Rate:</u>	18%			
<u>Managers/Supervisors:</u> (% of total trainees)	4%			

Funding Detail

In-Kind Contribution
\$600,000

Total ETP Funding
\$595,980

Training Plan Table

Job No.	Job Description	Estimated No. of Trainees	Range of Hours			Average Cost per Trainee	Post-Retention Wage
			Class / Lab	CBT	Weighted Avg:		
1	Priority Rate Retrainee	413	8-200	0-0	43	\$1,204	\$22.55
2	Priority Rate HUA Retrainee	82	8-200	0-0	43	\$1,204	\$17.00

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

Published Minimum Hourly Wage by County:	
Job Number 1:	\$22.55 per hour for San Joaquin
Job Number 2:	\$16.91 per hour for Madera and Fresno County
Health Benefits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No This is employer share of cost for healthcare premiums – medical, dental, vision.	
Used to meet the Post-Retention Wage?: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Health Benefits may be used to meet the Post-Retention Wage as follows:	
Job Number 1:	\$2.50
Job Number 2:	\$0.00

Wage Range by Occupation					
Occupations	Wage Range	Estimated number of trainees			
		Total	\$15 to \$20	\$20.01 to \$25	Over \$25.01
JOB NUMBER 1 - Priority Rate, Retrainee					
Warehouse II	\$20.05 - \$23.66	13	0	13	0
Bottling II	\$20.05 - \$26.99	41	0	25	16
Lab II	\$20.05 - \$27.61	35	0	15	20
Administration II	\$20.05 - \$30.00	18	0	15	3
Cellar II	\$20.05 - \$30.00	127	0	99	28
Facilities II	\$20.05 - \$30.00	30	0	15	15
Supervisor	\$20.52 - \$30.00	20	0	15	5
Bottling Maintenance	\$20.87 - \$30.00	62	0	32	30
Lead	\$24.84 - \$30.00	45	0	20	25
Winemaking	\$25.99 - \$30.00	22	0	0	22
JOB NUMBER 2 - Priority Rate, HUA, Retrainee					
Administration	\$17.00 - \$20.00	15	15	0	0
Cellar	\$17.00 - \$20.00	30	30	0	0
Bottling	\$17.00 - \$20.00	2	2	0	0
Facilities	\$17.42 - \$20.00	5	5	0	0
Warehouse	\$19.07 - \$20.00	15	15	0	0
Lab	\$19.32 - \$20.00	15	15	0	0

Introduction

Founded in 1981 and headquartered in Ripon, The Wine Group, LLC. (TWG) (www.thewinegroup.com) is one of the world's largest wine producers. TWG operates 19 wineries throughout the world, producing more than 50 million cases of wine in the United States. Customers include big box stores, grocery stores, distribution centers and entertainment venues. Current brands include Franzia, Tribute, Cupcake, and Concannon.

Training under this proposal will only be for three locations in Fresno, Madera, and San Joaquin counties. TWG seeks training funds on behalf of itself and its affiliate The Wine Group, Inc, which has held four contracts, one in the last five years. This is TWG's second ETP project, and the second in the last five years.

Veterans Program

TWG recruits Veterans, though they are not included in the training population. TWG participates in various job hiring events from colleges to community job fairs and lists available positions on veteran-specific job boards.

Union Support

Administration, Lab, Cellar, Bottling Maintenance, Bottling, Warehouse, Facilities, and Winemaking are represented by UFCW International Union, Wine, Distillery & Allied Workers Local 186D. The union has submitted a letter of support for this training project.

Project Details

In the previous project, TWG focused on cross-training its employees. Training under this proposal will focus on continuous improvements in basic and advanced training for newly-hired and tenured employees. Training will ensure employees are trained on basic processes and becoming proficient in safety, quality, machine operations, and maintenance/electrical work. The Company has also invested over \$3.1M on new and upgraded packaging and refrigeration equipment, including palletizers, floats, backpress, refrigeration upgrades, baglines, and crossflow filtrations.

TWG will also train on improving leadership skills among management in order to foster a strong work culture. TWG will continuously cross-train its employees on machine operations and in-depth processes and procedures. Training under this proposal will ensure the Company maintains a high performance with enhanced skills in order to remain competitive.

Although training topics may be similar to previous projects, no trainee will receive duplicate training.

Training Plan

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

Computer Skills: Training will be offered to all occupations and will focus on internal software. Training topics include Dayforce and Microsoft Suite (Intermediate & Advanced).

Continuous Improvement Skills: Training will be offered to all occupations and will focus on process improvement. Training topics include Change Management, Cost Management, and Problem Solving & Decision Making.

Manufacturing Skills: Training will be offered to all occupations except Administration and will focus on equipment operation. Training topics include Cellar Equipment Technical Training, Operation Skill Instruction, and Robotics.

Certified Safety Training

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

High Unemployment Area

Some trainees (Job Number 2) work in a High Unemployment Area (HUA), a region with unemployment exceeding the state average by at least 25%. The Company’s locations in Fresno and Madera 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 pre-retention wages. TWG is requesting a wage modification of \$22.55 per hour to \$17.00 per hour for Job Number 2. Approximately 82 trainees including Administration, Cellar, Bottling, Facilities, Warehouse, Lab will need the wage modification.

Commitment to Training

TWE invests \$60,000 annually for each its locations. Training includes new hire orientation and general safety training. ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

- Training Infrastructure

The Performance and Development Manager, with the assistance site managers at each location, will be responsible for overseeing all training aspects of the project including scheduling training, enrolling trainees, and roster collection. Training will be provided by in-house subject matter experts and external vendors as needed. Additionally, the Company has hired a third-party administrator with extensive ETP administration experience to work closely with staff to complete the project successfully.

Out-of-State Administrative Subcontractor

This will be TWE’s sixth ETP training project administered by Bli Co. in Lubbock, Texas. TWE’s longstanding relationship with Bli Co. has resulted in consistently high performance on prior ETP projects. The same team of individuals will be leveraged on the proposed project. As such, TWE wishes to continue utilizing the services of Bli Co. to ensure established administrative coordination and successful program outcomes.

Prior Projects

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

Contract No.	Term	Approved Amount	Payment Earned	
			\$	%
ET23-0120	08/01/22 - 07/31/24	\$490,774	\$490,774 (100%)	

Subcontractors

Subcontractor Type	Subcontractor Name	City, State	Cost / %
Development	BLI Co.	Lubbock, TX	\$15,000
Administrative	BLI Co.	Lubbock, TX	13% of Earned Amount

Training Subcontractors	City, State	Cost	Description of Service
To Be Determined	-	-	-

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Computer Skills

- Dayforce
- JD Edwards ERP
- Microsoft Suite (Intermediate & Advanced)
- Microsoft Teams

Continuous Improvement Skills

- Business Acumen
 - Foundations
 - Foundations II
 - Gateway
- Business Ethics
- Change Management
- Coaching for Peak Performance
- Communication
- Cost Management
- Engaging your Workforce
- Innovation in the Plant
- Interdepartmental Training
- Leadership Philosophy and Culture
- Management Skills
- Problem Solving & Decision Making
 - Active Listening
 - Analysis
 - Critical Thinking
- Teamwork
 - Interdepartmental
 - Cross Functional Teams
- Upskilling Your Workforce for Success

Manufacturing Skills

- Advanced Electrical
- Cellar Equipment Technical Training
- Environmental Awareness
- Food Safety
- General Wine Making Foundation
- Hazard Analysis
- Hazard Awareness
- Housekeeping Practices
- Industrial Truck Practices
- Machining
- Maintenance Standard Work
- Operation Skill Instruction

- PLC Programing
- Refrigeration System
- Troubleshooting
- Rework Delivery
- Risk Management Program
- Robotics
- Sanitation Procedures
- Standard Operating Procedure (SOP)
- Winery Equipment Components

Safety Skills - OSHA 10 (Certified-OSHA Instructor)

- OSHA 10

Safety Skills - OSHA 30 (Certified-OSHA Instructor)

- OSHA 30



UFCW-WINE, DISTILLERY & ALLIED WORKERS, LOCAL 186D

329 Downey Ave.
Modesto, CA 95354-1297

Phone (209) 524-4245
Fax (209) 524-7066

November 14, 2024

Employment Training Panel
1100 J Street
Sacramento, CA 95814

Dear Panel Members,

We understand The Wine Group 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:

- Administration (4)
- Lab (21)
- Cellar (56)
- Bottling Maintenance (10)
- Bottling (127)
- Warehouse (172)
- Facilities (17)
- Winemaking (6)

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,

Dolores Chacon

Dolores Chacon, President Local 186D



Training Proposal for:
Greater San Fernando Valley Chamber of Commerce

Contract Number: ET25-0167

Panel Meeting of: December 13, 2024

ETP Regional Office: North Hollywood

Analyst: J. Garcia

PROJECT PROFILE

Contract Attributes:	Priority Rate Retrainee Cannabis SB <100	Industry Sector(s):	Agriculture Construction Manufacturing Waste Management 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
\$790,832		\$54,772 8%		\$845,604
In-Kind Contribution:	50% of Total ETP Funding Required			\$896,542

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., Mfg. Skills, Job Readiness, Mgmt. Skills, Literacy Skills	394	8-200	0	\$1,497	\$22.55
				Weighted Avg: 50			
2	Retrainee SB <100 Priority Rate	Business Skills, Computer Skills, Cont. Impr., Mfg. Skills, Job Readiness, Mgmt. Skills, Literacy Skills	178	8-200	0	\$1,437	\$22.55
				Weighted Avg: 48			

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

Minimum Wage by County: Job Numbers 1 & 2: \$24.60 per hour for Alameda, Marin, San Mateo, Santa Clara and San Francisco counties; \$24.25 per hour for Contra Costa County; \$23.15 per hour for Los Angeles County; \$22.72 per hour for San Diego County; and \$22.55 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 \$1.90 per hour may be used to meet the Post-Retention Wage for Job Numbers 1 & 2.

Current Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Administrators	\$20.65 - \$25.00	10
	\$25.01 - \$45.00	90
Customer Service Staff	\$20.66 - \$25.00	66
	\$25.01 - \$50.00	71
Managers/Supervisors	\$20.68 - \$25.00	20
	\$25.01 - \$60.00	55
Operators	\$20.65 - \$25.00	15
	\$25.01 - \$50.00	25
Production Staff	\$20.66 - \$25.00	10
	\$25.01 - \$50.00	150
Technicians	\$20.65 - \$25.00	10
	\$25.01 - \$45.00	50

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, women-owned, entrepreneurial, veteran, and minority-owned businesses in the following industries: manufacturing, exporting, aviation, healthcare, education, technology, distribution and warehousing, engineering, food processing, smart equipment, and pharmaceutical industries. This will be The Chamber's tenth ETP Contract, and the ninth in the last five years.

Veterans Program

Although there is no separate Veterans component in this project, the Chamber works directly with local organizations that focus on Veteran needs. The Chamber partners with the Veterans Chamber of Commerce. Participating employers actively recruit veterans through the Veterans Administration and other Veteran resources. 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

After conducting a workforce needs assessment survey, it was determined that employers need help finding talent, and many employees do not have the right skills or knowledge of available opportunities. These obstacles are complicated by the evolving impacts of the receding pandemic, evolution in workplace styles, supply chain disruptions, steep inflation, and more. A follow up survey with individual employer assessments was conducted to determine what training and development is needed to gain and retain top talent, increase job satisfaction and morale, improve productivity, and earn more profit. Employers have expressed that job training has a direct impact on company productivity and performance and can improve skills and knowledge, prepare employees for higher responsibilities, show employees they are valued, and teach specific skills or abilities.

The outlook for job growth remains strong across California, particularly in technology, healthcare, logistics, advanced manufacturing, and renewable energy sectors. As the State continues to recover from the economic disruptions caused by the pandemic, demand for skilled workers is increasing, with many employers struggling to find qualified candidates to fill key positions. Employers across California are focusing on upskilling their existing workforce to meet evolving industry demands, improve retention, and fill higher-level positions. By providing customized training programs, the Chamber aims to support employers in closing the skills gap, boosting productivity, and contributing to sustained economic growth.

The training program provides hands-on practical experience that allows employees to develop essential job skills tailored to their roles and industries. Instructors are subject matter experts with many bringing extensive industry experience or academic backgrounds. This proposal focuses on incumbent workers, and the Chamber works directly with the employer to develop a training program that will meet the needs of their business. Community advisory groups help identify employment gaps at the local and state level.

By developing customized training curricula tailored to each employer's specific needs, the Chamber helps prepare employees for new roles and responsibilities, enabling expansion into new markets or the introduction of new products and services. This proactive approach to workforce development positions employers for expansion over the next 12-24 months.

Training Plan

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

Business Skills: Training will be offered to Administrators, Customer Service Staff, Managers/Supervisors, Production Staff and Technicians. This training will include Project Management, Sales Skills, and Finance for Non-Finance People, Leadership Skills and Team Building.

Computer Skills: Training will be offered to Administrators, Customer Service Staff, Managers/Supervisors, Production Staff and Technicians. This training will include Ecommerce, QuickBooks and Accounting Software, Search Engine Optimization and Social Media Networking Training.

Continuous Improvement: Training will be offered to Administrators, Customer Service Staff, Managers/Supervisors, Production Staff and Technicians. This training will include Six Sigma, Lean Enterprise, Process Improvement, Process Mapping and Root Cause Analysis.

Manufacturing Skills: Training will be offered to Managers/Supervisors, Production Staff and Technicians. This training will include Advanced Measurement Skills, Inventory Management, Electrical Fundamentals and Blue Print Reading.

Job Readiness Skills: Training will be offered to all occupations and include Enhancing Teamwork, Professionalism, Workplace Behaviors and Understanding Culture.

Management Skills: This training will be offered to Managers/Supervisors and include Communicating for Leadership Success, Delegating, Fostering Innovation, Interviewing and Strategic Planning.

Literacy Skills: This training will be offered to Administrators, Customer Service Staff, Production Staff, Technicians, and Operators. It will include course topics such as Vocational English, Oral Communication, Continuous Learning and Collaboration.

Alternate Recordkeeping

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

Cannabis Industry Licensing

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

Commitment to Training

ETP funds will not displace the existing financial commitment to training. The majority of participating employers provide some level of on-the-job training to new employees and off-site seminar training. ETP funding will enable companies to provide employees with a broader

spectrum of skills development. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

The Chamber's CEO will oversee the training projects administration. Two internal staff members will process all paperwork including monitoring, reviewing, marketing and outreach. Each training location has a person to coordinate training. The Chamber has hired an outside consulting firm, Training Funding Source, to manage the contract administration. The Chamber and its regional partners will provide recruitment and expert training vendors to the membership and the surrounding area. The Chamber has hired training vendors, Custom Corporate Communications and Western Training Group, to provide training. This will account for 70% of the training, while the remainder of the training will be provided internally by subject matter experts. Trainers will provide the training schedule and curriculum, and maintain assessments.

Impact/Outcome

Each subject and session has a specific goal, and the trainers set measurable goals that trainees are expected to achieve at the end of a training program. Trainees can earn ISO, Lean Enterprises, and Six Sigma certifications, which are awarded based on demonstrated training and internal improvements. These certifications often lead to new market opportunities, new customers, and increased sales, ultimately helping businesses grow and providing greater workforce stability.

Marketing and Support Costs

The Chamber has established relationships with various Chambers of Commerce, the Valley Industry & Commerce Association, The Valley Economic Alliance, and a collaborative network of businesses including hospitals and colleges. The Chamber utilizes flyers, websites, and email communication to promote training opportunities, government-assisted programs, and various networking events. The Chamber has two employees dedicated to marketing, recruiting, assessment, scheduling, and training. The Chamber requests 8% support costs to fund extensive marketing, advertising, creating flyers and collateral material, and hiring additional staff.

Trainer Qualifications

Since 2005, Custom Corporate Communications (C3) has assisted over 400 clients and trained more than 20,000 employees across California. With 19 years of instructional experience, the group has been retained to provide Business Skills and Computer Skills training. C3 specializes in helping businesses improve workforce capabilities in communication, technology, and business operations through practical, tailored training.

Western Training Group has over 10 years of instructional experience specializing in Continuous Improvement, Manufacturing Skills, and Quality training. The group helps businesses optimize processes and enhance operational efficiency through hands-on, practical training. With clients throughout California, they have trained more than 8,000 employees across the state

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. Retained	Potential Earnings (Based on Tracked Hours) (\$ %)
ET24-0202 (HWAf)	\$749,808	08/28/2023 – 03/30/2027	381	0	\$0*
ET24-0107	\$746,610	07/24/23 – 07/23/25	607	0	\$737,606 (99%)
ET24-0103 (Literacy)	\$377,298	07/24/23 – 07/23/25	274	0	\$312,822 (83%)

*ET24-0202: This contract experienced a slow start due to internal red tape at the healthcare organizations interested in the program. However, progress is being made, with Scripps Health scheduled to begin training in October 2024 and Keck USC to follow later this year. The Chamber has been meeting regularly with healthcare providers to initiate the training process and has engaged with ETP staff to address concerns about providing employees’ data. This has helped alleviate hesitations and move the training forward. Consequently, there are currently 0 hours and no enrollment in the ETP Cal-E-Force system at the time of this proposal.

PRIOR PROJECTS

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

Contract No.	Location (City)	Term	Approved Amount	Payment Earned (\$ %)
ET23-0170	Statewide	10/31/22 – 10/30/24	\$599,428	\$511,188 (85%)
ET22-0132	Statewide	10/01/21 – 09/30/23	\$599,428	\$599,256 (99%)
ET21-0242	Statewide	12/14/2020-12/13/2022	\$200,000	\$200,000 (100%)
ET21-0118	Statewide	07/01/20 – 06/30/22	\$599,440	\$597,878 (99%)
ET20-0112	Statewide	08/05/19 – 08/04/21	\$749,300	\$749,300 (100%)

DEVELOPMENT SERVICES

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

ADMINISTRATIVE SERVICES

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

TRAINING VENDORS

Western Training Group of Ojai has been retained to provide Continuous Improvement Skills and Manufacturing Skills training for a fee of \$200,000.

Custom Corporate Communications of Redondo Beach has been retained to provide Business Skills and Computer Skills training for a fee of \$200,000.

Other trainers will be identified for ETP record-keeping purposes, as they are retained.

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Business Writing Skills
- Communication Skills
- Conflict resolution
- Customer Service
- Project Management
- Sales Skills
- Leadership Skills
- Finance for Non-Finance People
- Goal Setting
- Managing Change
- Performance Management Skills
- Team Building
- Time and Priority Management

Computer Skills

- Adobe Suite
- Basic Computer Literacy
- Ecommerce
- Google Drive and Google Docs
- Microsoft Office Suite Intermediate and Advanced (Word, Excel, Access, PowerPoint, Outlook)
- QuickBooks and Accounting Software
- Search Engine Optimization (SEO)
- Social Media Networking Training
- User Management

Continuous Improvement Skills

- ISO Auditor Training
- Quality Engineering
- Six Sigma
- Statistical Process Control Team Building
- Lean Enterprise
- Lean Manufacturing
- Lean Office
- Kaizen 7S
- Process Improvement
- Process Mapping
- Problem Solving
- Root Cause Analysis
- Safety Training
- Set Up Time Reduction

Job Readiness Skills

- Enhancing Teamwork
- Critical Thinking
- Professionalism
- Digital Literacy
- Mastering Interview Techniques
- Workplace Behaviors:
 - Appropriate Workplace Behaviors
 - Understanding Culture
 - Etiquette for Professional Environments

Literacy Skills

- Workplace Literacy (reading, writing, and basic math)
- Vocational English
- Oral Communication
- Graphic Literacy
- Critical Thinking
- Continuous Learning
- Computer & Digital Literacy
- Collaboration

Management Skills (Managers/Supervisors/Leads Only)

- Advanced Supervisor Development
- Building/Developing Trust with Teams
- Coaching Series
- Communicating for Leadership Success
- Decision Making
- Delegating
- Developing Safety Plans and Procedures
- Driving Change
- Effectively Managing Challenging People
- Employee Engagement
- Engaging and Retaining Talent
- Facilitating with Impact
- Fostering Innovation
- Improving New Hire Orientation
- Interviewing
- Making Meetings Work
- Performance Management
- Planning and Managing Resources
- Risk Management/Disaster Preparation
- Strategic Planning
- Supervisor Development Series
- Team Leader and Supervisor Readiness
- Your Leadership Journey

Manufacturing Skills

- Advanced Measurement Skills
- Inventory Management
- Electrical Fundamentals
- Blue Print Reading
- 3-D Printing
- Manufacturing Job Breakdown and Instruction
- Operations
- Data Analytic

**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.: ET25-0167
Reference No: 25-0037	Page 1 of 4

ALPHABETIZE BY COMPANY NAME

Company: AbstraxTech, Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 2661 Dow Ave.	
City, State, Zip: Tustin, CA 92780	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 55	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 112	
Total # of full-time company employees in California: 112	
Company: Adams Campbell	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 15343 Proctor Ave.	
City, State, Zip: City of Industry, CA 91745	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 30	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 65	
Total # of full-time company employees in California: 65	
Company: Balt USA	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 29 Parker	
City, State, Zip: Irvine, CA 92618	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 75	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 800	
Total # of full-time company employees in California: 241	
Company: Construction Testing and Engineering	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 16 Technology Dr., Ste.139	
City, State, Zip: Irvine, CA 92618	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 40	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 750	
Total # of full-time company employees in California: 350	

ALPHABETIZE BY COMPANY NAME

**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.: ET25-0167
Reference No: 25-0037	Page 2 of 4

Company: DeMoldco Plastics	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 3931 E Miraloma Ave.	
City, State, Zip: Anaheim, CA 92806	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 18	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 20	
Total # of full-time company employees in California: 20	

Company: FCL Logistics	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 23011 S. Wilmington Ave.	
City, State, Zip: Carson, CA 90745	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 30	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 65	
Total # of full-time company employees in California: 65	

Company: G.T.'s Living Foods	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 4415 Bandini Blvd.	
City, State, Zip: Vernon, CA 90058	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 55	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 842	
Total # of full-time company employees in California: 813	

Company: Great Western Eagle Packaging	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 500 S Etiwanda Ave.	
City, State, Zip: Ontario, CA 91761	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 20	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 35	
Total # of full-time company employees in California: 35	

**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.: ET25-0167
Reference No: 25-0037	Page 3 of 4

ALPHABETIZE BY COMPANY NAME

Company: Harvest Landscape Enterprises	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 8030 E Crystal Dr.	
City, State, Zip: Anaheim, CA 92807	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 80	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 480	
Total # of full-time company employees in California: 480	
Company: Integral Aerosystems dba PCX Aerosystems	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 2040 E. Dyer Rd.	
City, State, Zip: Santa Ana, CA 92705	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 85	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 700	
Total # of full-time company employees in California: 280	
Company: Price Transfer	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 2790 E. Del Amo Blvd.	
City, State, Zip: Compton, CA 90221	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 45	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 266	
Total # of full-time company employees in California: 266	
Company: Saint Gobain	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 15301 Springdale St.	
City, State, Zip: Huntington Beach, CA 90742	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 50	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 167,000	
Total # of full-time company employees in California: 350+	

**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.: ET25-0167
Reference No: 25-0037	Page 4 of 4

Company: Seicor – TR Manufacturing	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 33210 Central Ave.	
City, State, Zip: Union City, CA 94587	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 40	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 47	
Total # of full-time company employees in California: 47	

Company: Tecan Genomics, Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 900 Chesapeake Dr.	
City, State, Zip: Redwood City, CA 96063	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 40	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 3,500	
Total # of full-time company employees in California: 45	

Company: Underwood Ranches	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 4098 Calle Tesoro, Suite A	
City, State, Zip: Camarillo, CA 93012	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 40	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 69	
Total # of full-time company employees in California: 69	



Training Proposal for:
National Veterans Chamber of Commerce
Contract Number: ET25-0192

Panel Meeting of: December 13, 2024

ETP Regional Office: San Diego

Analyst: S. Phillips

Project Profile

Contract Attributes:	Priority Rate Retrainee	Industry Sector(s):	MEC Agriculture, Forestry, Fishing and Hunting Information Manufacturing
		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
\$140,000		\$9,700		\$149,700

In-Kind Contribution:	50% of Total ETP Funding Required	\$168,965
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Training Plan Table

Job No.	Job Description	Estimated No. of Trainees	Range of Hours			Average Cost per Trainee	Post-Retention Wage
			Class / Lab	CBT	Weighted Avg:		
1	Priority Rate Small Business Retrainee	100	8-200	0-0	50	\$1,497	\$22.55

*Post-Retention Wage is the Contractual Wage.

Published Minimum Hourly Wage by County:	
Job Number 1:	\$24.72 for Alameda, Marin, San Mateo, Santa Clara, and San Francisco Counties; \$23.59 for Contra Costa County; \$22.66 for Los Angeles, Orange, San Diego and all other Counties.
Health Benefits:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No This is employer share of cost for healthcare premiums – medical, dental, vision.
Used to meet the Post-Retention Wage?:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Health Benefits may be used to meet the Post-Retention Wage as follows:	
Job Number 1:	\$2.50

Wage Range by Occupation					
Occupations	Wage Range	Estimated number of trainees			
		Total	\$15 to \$20	\$20.01 to \$25	Over \$25.01
JOB NUMBER 1 - Priority Rate, Small Business, Retrainee					
Administrative/Operational Staff	\$20.05 - \$35.00	10	0	6	4
Machine Operator	\$20.05 - \$36.00	25	0	10	15
Production Staff	\$20.05 - \$37.00	25	0	7	18
Customer Service Staff	\$20.06 - \$38.00	20	0	10	10
Technician	\$20.06 - \$38.00	18	0	9	9
Managers & Supervisors	\$20.07 - \$45.00	2	0	1	1

Introduction

Founded in 2017, and headquartered in Oceanside, National Veterans Chamber of Commerce (NVCC) (www.nationalveterans.org) is a non-profit corporation. Its mission is to promote and improve opportunities for Veterans of the U.S. Military Services. NVCC brings together programs, projects, organizations, people, and resources to the Military/Veteran communities. NVCC’s main goal is to promote collaboration and support innovative ideas that will address Military/Veteran challenges faced during pre and post-transition. It focuses on issues that show transformative potential, including Education, Employment, Family, Wellness and Entrepreneurship. NVCC is a Collaboration-Driven Organization open to new ideas and new strategies that will benefit Veterans in local and statewide communities. NVCC has representation throughout California with locations in San Diego, Orange County, Inland Empire and Northern California. This is NVCC’s second ETP Contract.

NVCC services approximately 4,000 members in California. This includes private businesses, non-profit organizations, governmental agencies, educational institutions and military bases. NVCC works with entities in various industries including manufacturing, agriculture, transportation, warehouse, technology, educational institutes, and real estate. Hundreds of men, women, children and families of Veterans have come to NVCC over the past four years seeking assistance to create a better quality of life for themselves and their communities. NVCC is dedicated to assisting individuals and businesses seeking better employment, career paths, supporting and promoting business interests, and making existing businesses more competitive in California.

Veterans Program

NVCC is committed to supporting job-related training that helps Veterans transition into the California workforce. NVCC is focused on helping these underserved Veterans and has been effectively providing placement services for these individuals (including education, job-related training, job search, interview skills, resume preparation and job fairs) for the past several years. NVCC attends networking events, local community meetings, career days, and reaches out to local career organizations to specifically target Veterans, women, and minority groups, which will increase recruitment and retention of more Veterans and underserved populations in the area. NVCC also works with Military bases, Veterans Chamber of Commerce, Veterans of Foreign Wars, Veterans Partnering with Communities, Inc., OneVet OneVoice, local county offices of education, local community colleges and community outreach organizations. NVCC trains and places approximate 150 to 200 Veterans into employment annually. A portion of the Veteran population participating in this project may include transitioning active-duty Veterans within one year from their anticipated separation from service.

Project Details

NVCC is focused on economic growth, upgrading job-related skills, and job retention in the San Diego area and neighboring cities/counties. Its goal for the next 24 months is to “source” collaborative partners to create best practices in job creation and retention. NVCC has received an overwhelming response from participating employers that expressed a need to improve productivity and upgrade the skill level of their workforce. This includes increases in manufacturing skills, customer services, retail/hospitality, healthcare, and professional services.

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, remain current with rapidly changing technology, and adapt to the new business environment resulting from recovery from the COVID-19 pandemic. NVCC will therefore focus on providing opportunities and support to military and veteran families in areas of job preparation, job search, career advancement and transition support services from military to civilian life.

Employer Demand

The core group of employers consist of fifteen small businesses, which represents over 100% of requested funding for this proposal, and have made firm commitments to participate upon Panel approval.

Training Plan

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

Business Skills: This training will be offered to all staff. Training will include Business Writing/ Reports, Business Operations, Coaching, Communication Skills, Customer Service & Sales, Empowering Employees to Increase Productivity, Dealing with Conflict, Employee Retention & Promotion, How to Effectively Motivate, Financial Management, Task Delegation and Problem-Solving Skills. A full list of training topics can be found on the attached Menu Curriculum.

Computer Skills: This training will be offered to all staff. Training will include Canva, Canvas Learning Management System, Facebook for Business, Google Apps, HyperText Markup Language for Web Maintenance, LinkedIn for Business, Microsoft Office (Intermediate & Advanced), Salesforce Program, Skype and Zoom for Business. A full list of training topics can be found on the attached Menu Curriculum.

Continuous Improvement: This training will be offered to all staff. Training will include Process Improvement/ Standardization, Quality Improvement and Problem Solving/ Critical Thinking.

Impact/Outcome

Most of the participating employers, especially small companies, lack the resources and funding to conduct formal and structured training. The majority provide on-the-job, one-on-one training to new employees, basic safety, company orientation, sexual harassment prevention, violence in the workplace prevention, active shooter and facility overview. For some participating employers, this project will be an opportunity to participate in a formal training program for the first time. For other companies that may have only provided limited training in the past, ETP funding will enable them to provide a larger number of employees with a broader spectrum of skills development, introduce new business practices and services to sustain growth and remain competitive. Upon completion of various training, trainees will receive Certification of Completion (Attendance Certificate), which will increase opportunities for career advancement and wage increases.

Commitment to Training

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

➤ Training Infrastructure

Training is scheduled to begin upon Panel approval. The Executive Director will oversee project training administration with three staff members (Project Manager and Administrator) to coordinate marketing, recruitment, needs assessments, enrollment, scheduling classes and maintain all record of training. Two members of staff will oversee the scheduling of training and assist with project administration. NVCC will also utilize a third-party subcontractor to ensure that all training records adhere to ETP requirements.

Marketing and Support Costs

NVCC has established relationships with other chambers, community members, California’s Manufacturing Network, San Diego Professional Development Association, collaborative networks of businesses, Employer and Trade Associations, the Farm Bureau and Small Franchise Organizations. NVCC hosts meetings and uses emails, websites, digital marketing and in-person visits to employers to promote training and business opportunities, procurement news, government-assisted programs and various networking events. NVCC seeks full Support Costs of 8% (Job Number 1) to fund extensive marketing efforts to recruit additional participating employers and assessment activities of employers.

Trainer Qualifications

Training will be provided by NVCC’s in-house Chamber members and training experts. Instructors have a minimum of 12 to 15 years of experience and are considered subject-matter experts. Outside professional experts may be used only if specific technical skills are required and unavailable internally.

Tuition Reimbursement

NVCC 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.	Term	Approved Amount	Payment Earned \$ %
ET22-0137-000	12/22/21 - 12/21/23	\$74,266	\$62,440.00 (84%)

Subcontractors

Subcontractor Type	Subcontractor Name	City, State	Cost / %
Development	Training Funding Source	Seal Beach, CA	\$0
Administrative	Training Funding Source	Seal Beach, CA	10% of Earned Amount

Training Subcontractors	City, State	Cost	Description of Service
To Be Determined	-	-	-

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Business Writing Reports
- Business Operations
- Coaching
- Communication
- Customer Service and Sales
- Empowering Employees to Increase Productivity
- Dealing with Conflict
- Employee Retention and Promotion
- How to Effectively Motivate Employees
- Financial Management
- How to Create Effective Teams
- How to Conduct Effective office Meetings
- Project Management
- Task Delegation
- Time Management
- Problem Solving Skills

Computer Skills

- Canva (Graphic Design)
- Canvas Learning Management System
- Customer Relationship Management
- Facebook for Business
- Google Apps
- HyperText Markup Language for Web Maintenance
- Linked In for Business
- Microsoft Office
- Publisher
- Sales Force Program
- Skype for Applications
- Zoom for Business
- Video Conferencing

Continuous Improvement Skills

- Process Improvement/Standardization
- Quality Improvement
- Problem Solving and Critical Thinking

Participating Employers in Retrainee Multiple Employer Contracts

Self-reported listing of potential employers participating in the contract

Contractor's Name: National Veterans Chamber Of Commerce – NYCC

CCG No.: ET25-0192

Reference No: 25-0018

Page 1 of 4

ALPHABETIZE BY COMPANY NAME

Company: <u>Accuturn Corporation</u>	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: <u>7189 Old 215 Frontage Rd. #101</u>	
City, State, Zip: <u>Moreno Valley, CA 92553</u>	
Collective Bargaining Agreement(s): <u>N/A</u>	
Estimated # of employees to be retrained under this Contract: <u>9</u>	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: <u>15</u>	
Total # of full-time company employees in California: <u>15</u>	
Company: <u>Action Plastics</u>	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: <u>10397 Alder Ave.</u>	
City, State, Zip: <u>Bloomington, CA 92316</u>	
Collective Bargaining Agreement(s): <u>N/A</u>	
Estimated # of employees to be retrained under this Contract: <u>9</u>	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: <u>9</u>	
Total # of full-time company employees in California: <u>9</u>	
Company: <u>California Super Trucks Inc.</u>	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: <u>14385 Veterans Way</u>	
City, State, Zip: <u>Moreno Valley, CA 92553</u>	
Collective Bargaining Agreement(s): <u>N/A</u>	
Estimated # of employees to be retrained under this Contract: <u>8</u>	Small Business? <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: <u>55</u>	
Total # of full-time company employees in California: <u>55</u>	
Company: <u>Duenez Industries</u>	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: <u>25880 Jumano Dr.</u>	
City, State, Zip: <u>Moreno Valley, CA 92551</u>	
Collective Bargaining Agreement(s): <u>N/A</u>	
Estimated # of employees to be retrained under this Contract: <u>9</u>	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: <u>43</u>	
Total # of full-time company employees in California: <u>43</u>	

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: National Veterans Chamber Of Commerce – NYCC

CCG No.: ET25-0192

Reference No: 25-0018

Page 2 of 4

ALPHABETIZE BY COMPANY NAME

Company:	Environmental Molding Concepts	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address:	14050 Day St.	
City, State, Zip:	Moreno Valley, CA 92553	
Collective Bargaining Agreement(s):	N/A	
Estimated # of employees to be retrained under this Contract:	9	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide:	18	
Total # of full-time company employees in California:	18	
<hr/>		
Company:	Esco Industries Inc	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address:	1755 Iowa Ave. #A	
City, State, Zip:	Riverside, CA 92507	
Collective Bargaining Agreement(s):	N/A	
Estimated # of employees to be retrained under this Contract:	8	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide:	34	
Total # of full-time company employees in California:	34	
<hr/>		
Company:	Inland Empire Foods Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address:	5425 Wilson St	
City, State, Zip:	Riverside, CA 92509	
Collective Bargaining Agreement(s):	N/A	
Estimated # of employees to be retrained under this Contract:	10	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide:	12	
Total # of full-time company employees in California:	12	

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: National Veterans Chamber Of Commerce – NYCC

CCG No.: ET25-0192

Reference No: 25-0018

Page 3 of 4

Company:	Karma Innovation and Customization Center	Priority Industry?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address:	17100 N. Perris Blvd.		
City, State, Zip:	Moreno Valley, CA 92551		
Collective Bargaining Agreement(s):	N/A		
Estimated # of employees to be retrained under this Contract:	10	Small Business?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide:	10		
Total # of full-time company employees in California:	10		

Company:	KC Manufacturing	Priority Industry?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address:	12155 Magnolia Ave. #8E		
City, State, Zip:	Riverside, CA 92503		
Collective Bargaining Agreement(s):	N/A		
Estimated # of employees to be retrained under this Contract:	7	Small Business?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide:	33		
Total # of full-time company employees in California:	33		

Company:	Modular Metal Fabricators, Inc.	Priority Industry?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address:	24600 Nandina Ave.		
City, State, Zip:	Moreno Valley, CA 92551		
Collective Bargaining Agreement(s):	N/A		
Estimated # of employees to be retrained under this Contract:	9	Small Business?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide:	22		
Total # of full-time company employees in California:	22		

Company:	OSI Riverside	Priority Industry?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address:	1155 Mt. Vernon		
City, State, Zip:	Riverside, CA 92507		
Collective Bargaining Agreement(s):	N/A		
Estimated # of employees to be retrained under this Contract:	9	Small Business?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide:	45		
Total # of full-time company employees in California:	45		

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: National Veterans Chamber Of Commerce – NYCC

CCG No.: ET25-0192

Reference No: 25-0018

Page 4 of 4

Company: Parmela Creamery

Priority Industry? Yes No

Address: 2611 Cottonwood Ave.

City, State, Zip: Riverside, CA 92508

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 9

Small Business? Yes No

Total # of full-time company employees worldwide: 33

Total # of full-time company employees in California: 33

Company: Phenix Technology, Inc.

Priority Industry? Yes No

Address: 3453 Durahart St.

City, State, Zip: Riverside, CA 92507

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: 56

Total # of full-time company employees in California: 56

Company: Porvene Doors

Priority Industry? Yes No

Address: 14241 Grant St.

City, State, Zip: Moreno Valley, CA

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: 22

Total # of full-time company employees in California: 22

Company: Prism Aerospace Inc.

Priority Industry? Yes No

Address: 3087 12th St.

City, State, Zip: Riverside, CA 92507

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 9

Small Business? Yes No

Total # of full-time company employees worldwide: 32

Total # of full-time company employees in California: 32



Training Proposal for:
University of California Riverside Extension
Contract Number: ET25-0199

Panel Meeting of: December 13, 2024

ETP Regional Office: San Diego

Analyst: L. Hughes

Project Profile

Contract Attributes:	Priority Rate Retrainee	Industry Sector(s):	MEC Construction Health Care and Social Assistance Manufacturing Other Services (except Public Administration) Transportation and Warehousing
		Priority Industry:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Los Angeles, Orange, Riverside, San Bernardino, San Diego, Ventura	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Turnover Rate:	≤ 20%	Managers/Supervisors: (% of total trainees)	≤ 20%

Funding Detail

Program Costs	+	Support Costs	=	Total ETP Funding
\$136,192		\$9,120		\$145,312

In-Kind Contribution:	50% of Total ETP Funding Required	\$78,512
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Training Plan Table

Job No.	Job Description	Estimated No. of Trainees	Range of Hours			Average Cost per Trainee	Post-Retention Wage
			Class / Lab	CBT	Weighted Avg:		
1	Priority Rate Small Business Retrainee	608	8-200	0-0	8	\$239	\$22.55

*Post-Retention Wage is the Contractual Wage.

Published Minimum Hourly Wage by County:	
Job Number 1:	Los Angeles \$23.15, Orange \$22.55, Riverside \$22.55, San Bernardino \$22.55, San Diego \$22.72, Ventura \$22.55
Health Benefits:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No This is employer share of cost for healthcare premiums – medical, dental, vision.
Used to meet the Post-Retention Wage?:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Health Benefits may be used to meet the Post-Retention Wage as follows:	
Job Number 1:	\$2.50

Wage Range by Occupation					
Occupations	Wage Range	Estimated number of trainees			
		Total	\$15 to \$20	\$20.01 to \$25	Over \$25.01
JOB NUMBER 1 - Priority Rate, Small Business, Retrainee					
Front Line Workers	\$20.05 - \$25.00	387	0	387	0
Administrative/Customer Service	\$20.05 - \$30.28	90	0	90	0
First-Line Supervisors of Production and Operating Workers	\$20.05 - \$31.04	66	0	50	16
Project Management Specialists	\$23.00 - \$50.00	65	0	50	15

Introduction

Founded in 1954 and located in Riverside, the University of California, Riverside – Extension (UCR-Extension) (www.extension.ucr.edu) is the community outreach branch of the University

of California, Riverside. UCR-Extension offers professional training across various disciplines through workshops, courses, and certificate programs, both online and in-person. The program specializes in customized training to equip employees with essential skills, helping companies stay competitive. Through self-funded training, UCR Extension collaborates with Chambers of Commerce, government agencies, nonprofits, local businesses, and corporate partners.

Accredited by the Western Association of Schools and Colleges, UCR-Extension has previously provided ETP-funded training in over 20 ETP Multiple Employer Contracts, including partnerships with Riverside County Economic Development Agency, and Southeast Los Angeles County Workforce Development Board. These partnerships have facilitated ETP-eligible training for companies in sectors such as manufacturing, logistics, healthcare, and construction across Los Angeles, Orange, San Diego, Ventura, Riverside, and San Bernardino counties. This will be UCR's third ETP Contract, it's third in the last five years.

Veterans Program

Although this project does not include a Veterans component, the training population of UCR-Extension's participating employers may potentially include Veterans due to the campus' close proximity to military facilities in Southern California.

Core Group of Employers

The core group of employers participating in UCR-Extension's program represents over 100% of the requested funding, with employer demand surpassing the funding amount proposed. This core group includes five small businesses and eight large employers.

Project Details

UCR-Extension supports regional industries facing a shortage of skilled workers, forcing many employers to look outside their areas to fill job openings. The region UCR-Extension serves often has more job openings than skilled workers available, prompting companies to hire and train new talent while upskilling existing employees. Employers are also challenged by rapid technological advancements and the need to adopt Lean business practices. Additionally, they often struggle to communicate effectively within a diverse workforce, particularly in customer service and administrative roles.

Creating a robust training program enables employers to invest in their workforce by upskilling employees and offering customized training tailored to industry and regional needs. Such targeted training not only boosts employee morale and retention but also strengthens the company's workforce for future growth. Through ETP-funded training, companies can improve competitiveness, productivity, and retention, reducing turnover and minimizing the need to recruit external industry experts.

UCR-Extension's customized training helps employers enhance employee motivation, innovation, and productivity. By tailoring programs to each company's needs, these programs empower businesses to build the skilled workforce they need to stay competitive.

Training Plan

Training will be delivered via Class/lab and E-learning at a participating employer worksites and at UCR-Extension's campus in Riverside in the following:

Computer Skills: Training will be offered to all occupations to become more proficient in the use of productivity software, inventory and project management tools, and includes Microsoft Office Intermediate/Advance.

Continuous Improvement: Training will be offered to all occupations. This training is designed to improve daily business processes and allow for more efficient operating processes that reduces errors and operating costs. Training includes Lean Six Sigma by the Numbers, Communication and Team Building, Lean Principles and Practice, Lean Six Sigma Mindset, and Lean Six Sigma Capstone.

Job Readiness Skills: Training will be offered to all occupations and includes Navigating Crucial Conversations, Crucial Accountability, Understanding Emotional Intelligence, and Empowering Leaders.

Literacy Skills: Training will be offered to Administrative Staff, Project Coordinators/Engineers and Production Staff. This training will help employees with limited English skills improve their workplace communication and comprehension. Training will include English as a Second Language in the Workplace, Conversational English as a Second Language, and Communication Skills.

Management Skills: Training will be provided to, Supervisors/Managers with the leadership and supervisory skills necessary to implement changes and become more effective leaders in high performance workplaces. Training will include Project Leadership, Communication, Team Building, Project Procurement Management, and Agile Project Management.

Manufacturing Skills: Training will be provided to Production Staff and Project Coordinators/Engineers with enhanced logistical and purchasing skills for manufacturing, assembly and added knowledge in Lean manufacturing concepts. Training will include Logistics and Supply Chain Management, Fundamentals of Supply Chain Management, Distribution Management, Transportation and Traffic Management.

Curriculum Development

UCR-Extension consulted with each participating employer to review training plans for the proposed project. Employers identified skilled worker needs and committed to training in areas like project and construction management, process improvement, risk management, literacy skills, and lean manufacturing. Upon completion of each program, UCR-Extension will gather direct feedback from employers to refine the curriculum and evaluate the program's overall effectiveness.

Commitment to Training

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

> Training Infrastructure

UCR-Extension's Corporate Education and Custom Programs team includes four dedicated members. The Custom Programs Director will oversee the project, supported by a Corporate

Education & Custom Programs Manager, a Director of Program Development, and a Student Worker. The team will share responsibilities for ETP project administration and marketing/recruitment, needs assessment, scheduling, tracking hours, trainee enrollment, and invoice submission. As a repeat contractor, this team is well-versed in ETP's administration and recordkeeping requirements.

Marketing and Support Costs

UCR-Extension recruits participating employers by using marketing campaigns which include email, social media, website landing pages, event flyers, phone calls, and in-person connections. There are five marketing team members who create printed and digital marketing campaign materials, as well as assist in the marketing of the ETP program.

UCR-Extension requests 8% support costs to market to existing and additional employers; assist participating employers in identifying and customizing training needs; and manage recordkeeping and administrative processes for each employer.

Training Agency Certification

UCR-Extension's instructors are accomplished industry professionals who have excelled in their fields. They undergo a rigorous vetting process, including review by the UCR Faculty Academic Senate, to ensure they meet the same standards as ladder-rank faculty. All trainers are UCR-Extension employees with at least a bachelor's degree from an accredited college and relevant experience in their areas of expertise.

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 under an ETP Contract that was completed within the last five years:

Contract No.	Term	Approved Amount	Payment Earned \$ %
ET22-0299	05/30/22 - 05/29/24	\$267,680	\$145,546 (54%)
ET20-0188-000	11/11/19 - 11/10/21	\$321,604	\$257,341 (80%)

***ET22-0299:** The mid-cycle departure of UCR-Extension's ETP Programs Director left a critical leadership void, disrupting project management, partner engagement, and stakeholder coordination, which slowed project progress. Many companies were hesitant to invest in training post-COVID-19, focusing instead on immediate operational needs due to financial constraints, which limited partner engagement in the ETP project. Inland Empire businesses struggled to meet ETP’s minimum wage requirements, unlike those in higher-paying areas such as Orange and Los Angeles counties, limiting their ability to participate fully. These challenges collectively hindered the effective implementation of the ETP project.

The proposed project focuses on expanding outreach to new regions and industries while leveraging existing partnerships and the reputation built through prior ETP training. It also includes collaborations with UC Extensions and enhanced marketing efforts to increase visibility and participation in ETP-funded programs.

Subcontractors

Subcontractor Type	Subcontractor Name	City, State	Cost / %
Development	N/A	-	-
Administrative	N/A	-	-

Training Subcontractors	City, State	Cost	Description of Service
To Be Determined	-	-	-

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Computer Skills

- Microsoft Office Intermediate/Advance

Continuous Improvement Skills

- Lean Six Sigma by the Numbers
- Project Management Essentials
- Project Leadership, Communication and Team Building
- Lean Principles and Practice
- Lean Six Sigma Mindset
- Lean Six Sigma Capstone

Job Readiness Skills

- Navigating Crucial Conversations
- Crucial Accountability
- Servant Leadership
- Understanding Emotional Intelligence
- Empowering Leaders

Literacy Skills

- English as a Second Language in the Workplace
- Conversational English as a Second Language
- Communication Skills

Management Skills (Managers/Supervisors/Leads Only)

- Project Management Essentials
- Project Leadership, Communication, and Team Building
- Quality and Performance Management
- Project Procurement Management
- Project Scheduling and Risk Management
- Agile Project Management
- Understanding your Role as Supervisor
- Managing High Performance Teams
- Communicating Effectively
- Project and Process Management
- Motivating, Managing and Developing Others
- Managing Through Workplace Inclusion
- Moving Through Change

Manufacturing Skills

- Logistics and Supply Chain Management
- Fundamentals of Supply Chain Management
- Distribution Management
- Transportation and Traffic Management

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: University of California Riverside Extension	CCG No.: ET25-0199
Reference No: 25-0054	Page 1 of 4

ALPHABETIZE BY COMPANY NAME

Company: Baja Designs	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 2950 Norman Strasse Rd	
City, State, Zip: San Marcos, CA 92069	
Collective Bargaining Agreement(s): NA	
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: 90	
Total # of full-time company employees in California: 90	
Company: DHL Supply Chain	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 305 W. Resources Dr.	
City, State, Zip: Bloomington, CA 92316	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 1,727	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 500,000	
Total # of full-time company employees in California: 3,212	
Company: Fullmer Construction	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 1725 S. Grove Ave.	
City, State, Zip: Ontario, CA 91761	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 135	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 132	
Total # of full-time company employees in California: 134	
Company: International E-Z UP Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 1900 Second St.	
City, State, Zip: Norco, CA 92860	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 50	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 116	
Total # of full-time company employees in California: 111	

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: University of California Riverside Extension	CCG No.: ET25-0199
Reference No: 25-0054	Page 2 of 4

ALPHABETIZE BY COMPANY NAME

Company: Kobelco Compressors America Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 1450 W Rincon Street	
City, State, Zip: Corona, CA 92878-9250	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 50	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 122	
Total # of full-time company employees in California: 100	
Company: McLane Company	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 14813 Meridian Pkwy.	
City, State, Zip: Riverside, CA 92518	
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: 22,407	
Total # of full-time company employees in California: 2,276	
Company: Medina Builders	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 7535 Jurupa Ave. Ste. D	
City, State, Zip: Riverside, CA 92504	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 8	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 8	
Total # of full-time company employees in California: 8	
Company: Mindful Integration of Construction Services	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 5665 Wilshire Blvd. #1114	
City, State, Zip: Los Angeles, CA 90036	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 6	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 6	
Total # of full-time company employees in California: 6	

Participating Employers in Retrainee Multiple Employer Contracts

Self-reported listing of potential employers participating in the contract

Contractor's Name: University of California Riverside Extension
Reference No: 25-0054

CCG No.: ET25-0199
Page 3 of 4

ALPHABETIZE BY COMPANY NAME

Company: Rolenn Manufacturing Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 1525 Marlborough Ave. Ste E	
City, State, Zip: Riverside, CA 92507	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 49	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 49	
Total # of full-time company employees in California: 49	
Company: RSVC Company	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 3051 Myers St., Suite B	
City, State, Zip: Riverside, CA 92503	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 270	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 270	
Total # of full-time company employees in California: 265	
Company: Stronghold Engineering Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 150 W. Walnut Ave.	
City, State, Zip: Perris, CA 92571	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 50	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 148	
Total # of full-time company employees in California: 107	
Company: SystemGO IT LLC	Priority Industry? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Address: 555 Technology Ct.	
City, State, Zip: Riverside, CA 92507	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 12	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 26	
Total # of full-time company employees in California: 18	

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: University of California Riverside Extension		CCG No.: ET25-0199
Reference No: 25-0054		Page 4 of 4
Company: Taylored Services dba Yusen Logistics		Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 1495 E. Locust St.		
City, State, Zip: Ontario, CA 91761		
Collective Bargaining Agreement(s): N/A		
Estimated # of employees to be retrained under this Contract: 40		Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 1,000+		
Total # of full-time company employees in California: 300		



**Training Proposal for:
JobTrain, Inc.**

Contract Number: ET25-0181

Panel Meeting of: December 13, 2024

ETP Regional Office: San Francisco Bay Area

Analyst: R. Jackson

PROJECT PROFILE

Contract Attributes:	SET New Hire Priority Rate Medical Skills Training Multiple Barriers	Industry Sector(s):	MEC Healthcare Construction Services Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	San Francisco, Marin, Santa Clara, Contra Costa, Alameda, San Mateo	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Turnover Rate:	≤20%		
Managers/Supervisors: (% of total trainees)	N/A		

FUNDING DETAIL

Program Costs	+	Support Costs	=	Total ETP Funding
\$546,000		\$52,350 12%		\$598,350

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

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	New Hire Multiple Barriers Medical Skills Training SET	Medical Skills (Didactic), Medical Skills (Preceptor), Business Skills, Computer Skills, Job Readiness	50	8-260	0	\$3,989	\$20.60
				Weighted Avg: 130			
2	New Hire Multiple Barriers Medical Skills Training SET	Medical Skills (Didactic), Medical Skills (Preceptor), Business Skills, Computer Skills, Job Readiness	50	8-260	0	\$3,989	\$20.60
				Weighted Avg: 130			
3	New Hire Multiple Barriers Priority Rate SET	Business Skills, Computer Skills, Job Readiness, OSHA 10/30, HazMat, Hazwoper, Commercial Skills	50	8-260	0	\$3,989	\$20.60
				Weighted Avg: 130			

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

Minimum Wage by County: Job Numbers 1-3: \$20.50 per hours for Alameda, Santa Clara, San Mateo, San Francisco, and Marin counties and \$20.21 per hour for Contra Costa County.
Health Benefits: Yes No This is employer share of cost for healthcare premiums – medical, dental, vision.
Used to meet the Post-Retention Wage?: Yes No Maybe
 Although employers may provide health benefits, they are not being used to meet Post-Retention Wage.

Current Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1:		
Home Health Aide	\$20.60 - \$25.00	10
	\$25.01 - \$28.00	10
Certified Nurse Assistant	\$20.60 - \$25.00	10
	\$25.01 - \$28.00	20
Job Number 2:		
Medical Assistant / Medical Office Worker	\$20.60 - \$25.00	20
	\$25.01 - \$31.00	30
Job Number 3:		
IT Support Technician	\$20.60 - \$25.00	10
	\$25.01 - \$28.00	10
Construction Worker	\$20.60 - \$25.00	19
	\$25.01 - \$25.03	11

INTRODUCTION

Founded in 1965 and headquartered in Menlo Park, JobTrain, Inc. (JobTrain) (www.jobtrainworks.org) is a private, non-profit training agency that empowers low-income individuals to gain the job skills needed to obtain sustainable employment in high-demand growth industries. ETP-funded training will be delivered out of its Menlo Park headquarters facility.

JobTrain provides services to approximately 6,000 people each year, of which 1,000 benefit from intensive-career training which includes skills upgrades such as GED, ESL, and digital-skills development. JobTrain has job-placement success, which it states is historically above 75% per year of its graduates with average wages at nearly \$22.00 per hour. JobTrain maintains support in the local business community which includes employers from the industries indicated in this proposal that actively hire JobTrain's graduates.

This will be JobTrain's tenth ETP Contract, and it's fifth within the last five years. In this proposal, it is requesting ETP funds to train 150 New Hire trainees (including individuals with Multiple Barriers) to become entry-level Healthcare Workers including Medical Assistants (MA), Certified Nurse Assistants (CNA), or Allied Health Professionals. JobTrain's program also includes training for Construction Workers, and Information Technology (IT) Technicians.

Veterans

Even though there is not a Veterans (Job Number) component in this project, JobTrain collaborates with the Employment Development Department (EDD) to serve clients including veterans. EDD operates its main office for San Mateo County at JobTrain's Menlo Park headquarters, and EDD has a veterans' program via its Workforce Services Branch that refers eligible trainees to JobTrain.

PROJECT DETAILS

Healthcare Demand

Healthcare occupations in San Francisco-San Mateo-Redwood City metropolitan statistical area (MSA) with the largest anticipated job growth include MAs. According to the Bureau of Labor Statistics:

- Employment of MAs is expected to grow 29% from 2016 to 2026
- Employment of CNAs is expected to grow 21% from 2016 to 2026

EDD projects growth in healthcare jobs of up to 24% in the San Francisco-San Mateo MSA by 2030, resulting in a projected total of over 300,000 healthcare jobs. The Bay Area's population is projected to increase by 30% by 2040 with a 137% growth in the 65 and over age group, according to Plan Bay Area 2040. This demographic shift will drive significantly increased demand for care and the healthcare professionals who provide it.

Construction Demand

According to Bureau of Labor Statistics, employment of carpenters is projected to grow 8% from 2016 to 2026. JobTrain represents construction is booming in the San Francisco Bay Area and the demand for carpenters is strong at 16,000 new jobs annually based on a review of EDD Labor Market Information Division's (LMID) published California Labor Market Information. This is due to new commercial/private building and property remodeling activity.

IT Demand

The IT field is anticipated to grow by 16% thru 2030 according to JobTrain's review of EDD's Statistics Occupational Outlooks report.

Training Plan

Training will be conducted via Class/Lab, E-Learning, and Clinical Preceptor delivery methods in the following:

Business Skills: this training will be offered to MA/Medical Office Workers, CNAs, Home Health Aides, IT Support Technicians, and Construction Workers on courses that include Communications Skills and Billing and Coding.

Commercial Skills: this training will be offered to Construction Workers on course topics that include Building Materials and job-specific training.

Computer Skills: this training will be offered to all occupations in Basic Computer Skills. In addition, IT Technicians will receive training in Helpdesk Support, Technical Customer Service and other related topics.

Medical Skills (Didactic and Clinical Preceptor): this training will be offered to Home Health Aides and Certified Nurse Assistants with topics including Vital Signs, Long-Term Care, Infection Control, Nutrition, Bandaging Techniques, Diagnostic Procedure, Observation and Charting, Medical Terminology and Standards of Care.

Job Readiness Skills: this training will be offered to all occupations in course topics like Workplace Success, Communication Skills, Resume Development, Interpersonal Skills in the Skilled-Nursing Facility, and Interview Skills.

Certified Safety Training

1. OSHA 10/30. This training is a series of courses "bundled" by industry sector and occupation. It consists of 10 hours of classroom or CBT training for journeyworkers and 30 hours for frontline supervisors. The coursework is geared to construction work, and also manufacturing. Completion of the training results in a certificate that expands employment opportunities. The coursework must be approved by Cal-OSHA, and the instructors must be certified by Cal-OSHA.
2. Hazardous Waste Operations and Emergency Response Standard (HAZWOPER). This training is a series of courses specifically designed for workers who handle hazardous substances as first-responders, or clean-up as needed at a hazard disposal or emergency site. It consists of 40 hours of classroom or CBT training, for workers stationed at the hazard site; and 24 hours for workers who visit the site (e.g., engineers). Field training is also required, although not funded by ETP. Completion of the training results in a certificate that expands employment opportunities. Each certification requires an 8-hour annual refresher course. This coursework must be approved by Cal-OSHA, and the instructors must be certified by Cal-OSHA.
3. Hazardous Materials (HAZMAT). This training is a series of courses, specific to industry sectors involved in the transport of hazardous materials. The coursework varies in length depending on the industry and the occupational title, as organized in five levels ranging from "first responder" to "incident commander." It is generally a minimum of 24 hours with an 8-hour annual refresher, and may be delivered by classroom or CBT. In this proposal, Construction Workers will receive up to 40 hours of training. Field training may be required, although not funded by ETP. Completion of the training results in a certificate

that expands employment opportunities. This coursework is not under Cal-OSHA, but is administered under the Department of Transportation and CalTRANS. There are various certification entities for the coursework and instructors. In this proposal, certification is by Environmental Protection Agency.

Trainer-to-Trainee Waiver Request for Job Number 2 Only

JobTrain is requesting a waiver to ETP's standard New Hire trainer-to-trainee ratio of 1:15 to allow for a 1:20 ratio for one of the programs. This ratio is being requested only for MA / Medical Office Worker (Job Number 2). JobTrain has had a successful business model of delivering training to New Hires with a trainer-to-trainee ratio of 1:20, which has been effective with an average course-completion rate in excess of 80%. Job-placement success is historically above 98% with average wages at nearly \$25 per hour. Trainees are placed into sustainable jobs with high wages.

➤ Justification

JobTrain serves clients that face multiple barriers (the target population) who are disconnected from school and the workforce when enrolling in its programs. JobTrain has observed that the target population also faces challenges that arise unexpectedly during the program. Some students are unable to complete it due to emerging and overwhelming personal situations such as personal or family illness, childcare crises, or unstable housing situations.

When trainees are enrolled in a 1:20 trainer-to-trainee ratio, it allows additional flexibility to serve more clients long-term. Enrolling 20 trainees would allow JobTrain to graduate 15–17 trainees in each class. If 15 trainees are enrolled in the beginning, the ultimate graduation and employment count could be 10–12 trainees per class. Approval of the waiver of 1:20 would allow for more employment for this population with barriers while continuing to provide quality instruction and services, as evidenced in the previous contracts and program history that allowed for this ratio.

Special Employment Training (SET) / Multiple Barriers (New Hire)

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

Note: Contractor must pre-screen trainees to determine their eligibility prior to enrolling trainees. Barriers must be identified and kept on file with the Contractor. Contractor must demonstrate training will help trainees address the identified barriers.

➤ **Wage and Retention Modifications**

Trainees in Job Numbers 1-3 (New Hire) have two or more barriers to employment (e.g., mental or physical disability, limited English proficiency, limited math skills). These trainees may receive the ETP New Hire Minimum Wage rather than the State Average Hourly Wage (from \$41.00 to \$20.60).

Per Title 22, California Code of Regulation (22 CCR) Section 4400 (h), the panel may modify the retention period for these trainees, making it satisfied by employment of at least 500 hours out of 272 days with one or more employers. Incidental placement with public and non-profit entities is permissible, not to exceed 25% of the total number of trainees retained in employment.

Impact/Outcome

Training will lead to trainees earning the following certifications:

State of California (regulated) Certifications

- CNA Certification
- MA Certification
- Home Health Aide Certification
- Cardiopulmonary Resuscitation Certification
- HAZWOPER 40 Certification
- OSHA 10/30 Certification
- Forklift Certification

Industry-Driven Certifications

- HILTI Powder-Actuated Certification
- IT Support Professional Certificate (Google)

Curriculum Development

The curriculum is driven by State of California licensure and/or industry driven certification requirements, employer feedback regarding its specific skills and needs, and JobTrain's experience of preparing candidates for career pathways. It solicits regular feedback from graduates and employer partners to assess the quality of the curriculum. This feedback is collected through surveys, focus groups and advisory tables. Its CNA Site Director has provided technical expertise in developing the Healthcare curriculum. Additionally, JobTrain has a full-time labor expert and IT expert as trainers. Where licensure is required to train (OSHA 10/30 and other topics), JobTrain will ensure the licensure or certifications are obtained or brought current.

Marketing and Support Costs

JobTrain requests 12% in support costs. It advertises its programs through direct mail, publishes marketing materials and launches social media campaigns to recruit trainees. JobTrain's program staff also conducts marketing of its programs by engaging with businesses and students throughout San Mateo County. JobTrain markets its programs through outreach to nonprofit and community partners including Second Harvest Food Bank, HIP Housing, Daybreak Shelter, LifeMoves, Boys and Girls Club of the Peninsula, Peninsula Family Services, Redwood City Community Schools, Sequoia Union High School District, Nuestra Casa and Fair Oaks Community Center, and Community Legal Services in East Palo Alto. It collaborates with One East Palo Alto for youth employment, while also collaborating with employers to connect students with careers. Healthcare partners include Palo Alto Medical Foundation, Kaiser Permanente, and Stanford Health Care. Construction partners include Carpenter Local 217 and Laborers Local 261.

Commitment to Training

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

➤ Training Infrastructure

JobTrain's Chief Executive Officer and Chief Operations Officer will provide administrative oversight. It's Outreach Admissions and Resource Center Manager (dedicated administrator), Client Services Manager, two Career Development Specialists, and the Finance Director will also assist in administering the project. It's CNA Site Director and four in-house experts will coordinate training delivery. It has also retained a third-party subcontractor, Hernandez Consulting, to assist with ETP administration.

Training Agency Certification

Training agency eligibility requires certification by an independent third-party as required for the type of school and course of study. As indicated, JobTrain is eligible as a training agency based on the following:

- Certification by Western Association of Schools and Colleges.
- Successful past performance with ETP (see Prior Project table).

Tuition Reimbursement

JobTrain represents trainees 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 ETP Contract.

Electronic Recordkeeping

JobTrain will use a Learning Management System (Salesforce) to document all ETP training. The system has been reviewed and approved by ETP.

Prior COVID Performance

JobTrain held a COVID Pilot contract (ET21-0133), while earning \$66,000 (33%) of \$198,000. Contractor represents training was delivered; however, the under-performance was attributed to a lack of successful placements due to an overall lack of hiring during the retention period because of company shut-downs and ramp-ups for online processes for hiring.

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 \$ %
ET22-0206 (Expansion)	Menlo Park	12/20/21 – 12/19/23	\$381,250	\$381,250 (100%)
ET20-0218	Menlo Park	12/23/19 – 12/22/21	\$381,250	\$378,697 (99%)
ET19-0353	Menlo Park	12/17/18 – 12/16/20	\$199,530	\$195,258 (98%)

DEVELOPMENT SERVICES

Hernandez Consulting in Sacramento assisted with development at no cost.

ADMINISTRATIVE SERVICES

Hernandez Consulting will also perform administrative services for a fee not to exceed 11.8% of payment earned.

TRAINING VENDORS

To Be Determined

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Workplace Medical Policies
- Communications
- Patient History
- Patient Education
- Schedule & Financial Management
- Billing & Coding
- Customer Service
- Calculating Costs and Prices
- Health Care Economics

Commercial Skills

- Building Materials
- Familiarity and Appropriate Use of Hand-Power Tools
- Fork-Lift Operation
- Green-Building Philosophy and Techniques
- Basic Understanding of Blueprints
- Construction Math
- Setting Up Jobs

Computer Skills

- Electronic Medical Records
- Entering Data
- Retrieving Data
- Computer and Data Security
- Creating Reports
- Computer Basics
- Applications
- Desktop Support
- Helpdesk Support
- Technical Customer Service
- Troubleshooting
- Networking
- Operating Systems
- System Administration

Job Readiness Skills

- Resume Development
- Interview Skills
- Workplace Success
- Conflict Resolution
- Communication Skills & Public Speaking
- Clinical Requirements

- Communication Skills
- Interpersonal Skills in the Skilled-Nursing Facility
- Workplace Behaviors
- Math for the workplace
- Time Management
- Critical Thinking
- Goal Setting
- Financial Literacy

Medical Skills (Didactic)

- Clinical Skills
- Reporting
- Assisting
- Orientation to Lab
- Infection Control
- Physical Therapy, Nutrition, & Health
- Vital Signs
- Bandaging
- Injections and Venipuncture
- Electrocardiogram (EKG) Procedures
- Cardiopulmonary Resuscitation
- Standards of Care
- Patient Rights
- Patient Safety
- Personal Safety
- Body Mechanics
- Weights and Measures (foods/liquids and patient height/weight)
- Resident-Care Skills
- Vital Signs
- Emergency Room Procedures
- Long-Term Care
- Common Disorders
- Observation and Charting
- Life Support for Healthcare Providers
- Home Health Care
- Medical Terminology

Medical Skills (Preceptor)

- Examine Patients
- Vital Signs
- Lab Referrals
- Diagnostic Procedures
- Bandaging Techniques
- Lab-Specimen Processing
- Injections and Venipunctures
- Infection Control
- Clinical Practice
- EKG

- Body Mechanics
- Patient Care and Assessment
- Resident Care Procedure
- Vital Signs
- Nutrition
- Observation and Charting
- Infection Control
- Resident Rights

Safety Skills - OSHA 10/30 (Certified-OSHA Instructor) (1:40 Ratio)

- OSHA 10
- OSHA 30

Hazardous Materials (HAZMAT) (1:40 Ratio)

- Hazardous Materials

HAZWOPER (1:40 Ratio)

- HazWoper 40



**Training Proposal for:
Opportunity Junction, Inc.
Contract Number: ET25-0180**

Panel Meeting of: December 13, 2024

ETP Regional Office: San Francisco Bay Area

Analyst: N. Shafqat

PROJECT PROFILE

Contract Attributes:	New Hire Ex-Offender At-Risk Youth Multiple Barriers Medical Skills Training SET	Industry Sector(s):	MEC Healthcare Services Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Alameda, Contra Costa, San Joaquin, Solano	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
\$444,080		\$42,578 12%		\$486,658

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

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	New Hire Multiple Barriers At-Risk Youth Medical Skills SET	Job Readiness, MS-Didactic, MS-Precptor	82	8-260	0	\$3,989	\$18.45
				Weighted Avg: 130			
2	New Hire Multiple Barriers At-Risk Youth Ex-Offender SET	Business Skills, Computer Skills, Job Readiness	40	8-260	0	\$3,989	\$18.45
				Weighted Avg: 130			

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

Minimum Wage by County: \$20.50 per hour for Alameda County; \$20.21 per hour for Contra Costa County; and, \$18.45 per hour for Solano and San Joaquin 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 \$2.05 per hour may be used to meet the Post-Retention Wage for both Job Numbers.

Current Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1:		
Medical Assistant	\$18.45 - \$20.00	18
	\$20.01 - \$25.00	18
	\$25.01 - \$26.00	5
Certified Nurse Assistant	\$18.45 - \$20.00	18
	\$20.01 - \$25.00	18
	\$25.01 - \$26.00	5
Job Number 2:		
Administrative Support Worker	\$18.45 - \$20.00	15
	\$20.01 - \$25.00	15
	\$25.01 - \$26.00	10

INTRODUCTION

Founded in 1999 and headquartered in Antioch, Opportunity Junction, Inc. (Opportunity Junction) (www.opportunityjunction.org) is a private training agency that empowers low-income and at-risk individuals to gain the job skills to obtain sustainable employment in high-demand growth industries. ETP-funded training will be delivered out of its Antioch facility.

This will be Opportunity Junction's fifth ETP Contract, and the fifth in the last five years. In this proposal, it is requesting ETP funds to train New Hires including Ex-Offender/At-Risk Youth or individuals with Multiple Barriers to become entry-level Administrative Support Workers, Certified Nursing Assistants (CNA) and/or allied healthcare workers. While the topics appear similar in titles to the prior proposals, it represents the trainees consist of an entirely new cohort.

Veterans Program

Although a Veterans' (Job Number) component is not included in this project, Opportunity Junction partners with the Employment Development Department (EDD) to serve clients including veterans. EDD operates its main office in close proximity to Opportunity Junction's Antioch headquarters, and EDD has a veterans program via its Workforce Services Branch that refers eligible trainees to Opportunity Junction's programs.

Administrative (Office) Support Demand

Based on Opportunity Junction's review, the California Labor Market Information provided by EDD's Labor Market Information Division (LMID) projects 25,860 new openings for Administrative Staff each year in Contra Costa County and its neighboring Alameda County. Opportunity Junction reports there is a high demand for (and low supply of) qualified workers competing for these administrative positions. This scarcity (local-candidate gap) factor was considered when designing the proposed ETP-training plan.

Certified Nursing Demand

Based on Opportunity Junction's review of the California Labor Market Information provided by EDD's LMID, California's population is aging and the demand for CNAs is high. Jobs for Nursing Assistants are expected to increase by 10.7% or 8,270 new jobs according to 2020-2030 projections. Opportunity Junction has tracked data from its own graduates' employment progression and notes a significant increase in pay for CNAs who move from employment at Skilled Nursing Facilities (SNFs) to employment with home healthcare employers.

Medical Assistant Demand

Based on Opportunity Junction's review of the California Labor Market Information provided by EDD's LMID indicates that between 2020 and 2030, the occupation of Medical Assistant (MA) will outpace the occupation of Nursing Assistant, with 10,760 job openings in the East Bay. The proposed ETP training plan, which will take 12 weeks plus a month of externship, will prepare participants for positions with a median annual wage of more than \$60,000. Moreover, the rate of transfers out of the Medical Assistant field is high (estimated at 6,050 in the region for over the next ten years) indicating the opportunity for career advancement as training graduates gain experience and complete additional training.

PROJECT DETAILS

Opportunity Junction provides services to over 250 people each year who benefit from intensive career training, which include skills upgrades, through its Healthcare Career Pathways and Administrative Careers programs. Its trainee placement success rate is 90 percent with trainees successfully placed reportedly still employed 18 months later. This training agency maintains support in the local business community that actively hire its graduates.

Training Plan

Training will be conducted via Class/Lab, E-Learning, and Clinical Preceptor delivery methods in the following:

Business Skills: this training will be offered to Administrative Support Workers and include Business Math, Financial Systems, Customer Service Skills, Office Management Tools, Meeting Quality Standards for Service and Data Management.

Computer Skills: this training will be offered to Administrative Support Workers and include System Administration, Operating Systems, Computer and Data Security and Application Software.

Job Readiness Skills: this training will be offered to all occupations and include Interview Skills, Resume Development and Business Etiquette.

Medical Skills (Didactic): this training will be offered to CNAs and MAs using the standardized curriculum including Medical Terminology, Patient Safety, Infection Control and Measuring Vital Signs.

Medical Skills (Preceptor): this training will be offered to CNAs using the standardized CNA curriculum including Body Mechanics, Medical and Surgical Asepsis, Emergency Procedures, and Injections and Venipuncture.

Special Employment Training (SET) / Multiple Barriers (New Hire)

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

Note: Contractor must pre-screen trainees to determine their eligibility prior to enrolling trainees. Barriers must be identified and kept on file with the Contractor. Contractor must demonstrate training will help trainees address the identified barriers.

➤ Wage and Retention Modifications

Trainees in Job Numbers 1 and 2 (New Hire) have two or more barriers to employment (e.g., mental or physical disability, limited English proficiency, limited math skills). These trainees may receive the ETP New Hire Minimum Wage post-retention (from \$30.75 to \$18.45). The Company requests this modification, but it will only need it to be lowered to \$18.45 per hour for two counties.

Per Title 22, California Code of Regulation (22 CCR) Section 4400 (h), the panel may modify the retention period for these trainees, making it satisfied by employment of at least 500 hours out of 272 days with one or more employers. Opportunity Junction requests this modification. In addition, the Company has requested that New Hire trainees may be retained in employment with a Temporary Agency at up to 20% of the total New Hire population.

Ex Offender / At-Risk Youth (New Hire)

Training will be funded as SET/Multiple Barriers under the At-Risk Youth Guidelines. Opportunity Junction will be responsible for documenting the eligibility criteria for this program.

- For Ex-Offenders, this must include: case number from the conviction proceeding; parole or probation officer's name and phone number; and records from the institution where incarcerated.
- For At-Risk Youth, the documentation must show that the trainee is between 18 and 23 years of age. They will be deemed at-risk if they are not in school or employed full-time, and meet other criteria specified in the pilot program guidelines.

➤ Retention Modification

Retention may be satisfied by full-time employment for a minimum of 30 hours per week during the consecutive 90-day employment retention period. Opportunity Junction requests retention may also be satisfied by employment of at least 500 hours within 180 days with one or more participating employers.

Incidental Placement

Incidental placement with public and nonprofit entities is permissible for the trainees in Job Numbers 1 and 2, not to exceed 25%.

Trainer-to-Trainee Waiver (New Hire) Job Number 2 Only

Opportunity Junction requests a waiver to ETP's standard New Hire trainer-to-trainee ratio of 1:15 to allow for a 1:20 ratio for one of the programs. This ratio is being requested only for Administrative Support Workers' training (Job Number 2). Opportunity Junction has had a successful business model of delivering training to New Hires with a trainer-to-trainee ratio of 1:20, which has been effective with an average course-completion rate in excess of 80%. Job-placement success is historically above 90% with average wages at nearly \$24 per hour. Trainees are placed into sustainable jobs with high wages.

➤ Justification

Opportunity Junction enrolls and serves clients that face multiple barriers when enrolling in the programs. It also serve at-risk youth (the target population) who are disconnected from school and the workforce when enrolling in the programs. Opportunity Junction has observed that the target population also faces challenges that arise unexpectedly during the program. Some students are unable to complete due to emerging and overwhelming personal situations such as personal or family illness, childcare crises, or unstable housing situations.

When trainee are enrolled in a 1:20 trainer/trainee ratio, it allows additional flexibility to serve more clients long-term. Enrolling 20 trainees would allow the Company to graduate 15–17 trainee in each class. If 15 trainee are enrolled in the beginning, the ultimate graduation and employment count could be 10–12 trainee per class. Approval of the waiver of 1:20 would allow for more employments for this population with barriers while continuing to provide quality instruction and services, as evidenced in the previous contracts and program history that allowed for this ratio.

Impact/Outcome

ETP funds will assist trainees to successfully complete training and gain employment, while meeting a locally established demand for skilled workers. The following industry-driven certifications will be earned as a result of ETP-funded training:

- Microsoft Office Specialist in Word
- Microsoft Office Specialist in Excel
- Microsoft Office Specialist in PowerPoint
- Microsoft Office Specialist in Access
- Microsoft Office Specialist in Outlook
- CNA Certifications

These certifications and overall topics offered are held to be upward bound vocational training and soft skills topics designed to help trainees enter into secure/ stable careers with progressive wage ranges. Opportunity Junction correlates such training to improving outcomes for graduates in terms of overall quality of life, saved costs for lowering recidivism rates in California, and an overall observed return on investment for state funds in transitioning populations formerly considered at-risk to becoming successful independent contributors.

Curriculum Development

The curriculum is driven by the Bureau of Private Postsecondary Education (BPPE), industry-driven certification requirements, employer feedback regarding its specific skills and needs, and Opportunity Junction's experience of preparing candidates for career pathways. Training for CNAs will be delivered by Opportunity Junction staff but overseen and in compliance with the California Department of Public Health. Opportunity Junction solicits regular feedback from its graduates and employer partners to assess the quality of the curriculum. This feedback is collected through surveys, focus groups, and advisory tables. This proposal's weighted average training hours is deemed realistic based on the programs' curriculum / certification requirements for graduation. Additionally, Opportunity Junction has two full-time (industry-expert) trainers. Where licensure is required to train, it will ensure the licensure or certifications are obtained or brought current.

Marketing and Support Costs

Opportunity Junction advertises its programs through direct mail, publishes marketing materials, and launches social media campaigns to recruit trainees. In addition, Opportunity Junction program staff conducts marketing of its programs by engaging with businesses and students throughout Contra Costa County. Opportunity Junction markets its programs through outreach to nonprofit and community partners, including CalWorks, Los Medanos College, Loaves and Fishes, Food Bank of Contra Costa and Solano, Wardrobe for Opportunity, SparkPoint Contra Costa, and other non-profits. Opportunity Junction request 12% support costs.

Commitment to Training

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

➤ Training Infrastructure

Opportunity Junction's Executive Director (dedicated administrator) will provide oversight. Its Career Counselors and Program Coordinator will also assist in administering the project. Two full-time experts will coordinate training delivery. It has also retained a third-party subcontractor-Hernandez Consulting to assist with ETP administration.

Training Agency Certification

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

Opportunity Junction is eligible as a training agency based on the following:

- Opportunity Junction represents that all educational program for this institution is approved by BPPE through August 9, 2028.

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.

Electronic Recordkeeping

Opportunity Junction will use a Learning Management System (Salesforce) to document all ETP training. The system has been reviewed and approved by ETP staff.

Prior COVID Performance

Opportunity Junction held a COVID Pilot contract (ET21-0161), while earning \$75,250 (38%) of \$198,000. Performance was a result of employers not hiring new employees during the pandemic.

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) (\$ %)
*ET23-0281	\$544,464	2/27/23 – 2/26/25	144	TBD	29	\$544,464 (100%)

*Based on ETP systems, 33,126 reimbursable hours have been tracked for potential earnings of \$544,464 (100% of approved amount).

PRIOR PROJECTS

The following table summarizes Contractor’s performance by Opportunity Junction under ETP Contracts that were completed within the last five years:

Contract No.	Location (City)	Term	Approved Amount	Payment Earned (\$ %)
ET21-0307	Antioch	6/28/21 – 6/27/23	\$189,050	\$189,050 (100%)
*ET20-0265	Antioch	3/1/20 – 2/28/22	\$189,050	\$189,050 (100%)

DEVELOPMENT SERVICES

Hernandez Consulting in Sacramento assisted with development at no cost.

ADMINISTRATIVE SERVICES

Hernandez Consulting will also perform administrative services for a fee not to exceed 12% of payment earned.

TRAINING VENDORS

N/A

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Business Math
- Business Process Management
- Finding Information
- Meeting Quality Standards for Service
 - Working as a Team
 - Business Communications
 - Custom Needs Assessment
 - Customer Service Skills
 - Evaluating Customer Satisfaction
- Data Management
 - Data Reporting
 - Managing Files
- Financial Systems
 - Financial Terms
- Office Management Tools
 - Office Equipment
 - Office Management Systems
- Using Email

Computer Skills

- Application Software
 - Google Docs
 - Microsoft Office
 - Salesforce Applications
 - Bookkeeping Software
 - Presentation Software
 - Using Database Software
- Basic Computer Literacy
 - Computer and Data Security
 - Creating Reports
 - Entering Data
 - Keyboarding
 - Retrieving Data
- Operating Systems
- System Administration

Job Readiness Skills

- Business Etiquette
- Communication Skills and Public Speaking
- Conflict Resolution
- Critical Thinking
- Financial Literacy
- Goal Setting

- Interpersonal Skills
- Interview Skills
- Managing Change
- Overcoming Obstacles
- Resume Development
- Time Management
- Using E-Mail
- Workplace Behaviors
- Workplace Success

Medical Skills (Didactic)

- Assisted Ambulation of Patients
- Assisted Transfers
- Assisting in Complete Physical Exam and Specialties
- Autoclave and Sterilization
- Bathing
- Body Mechanics
- Communication and Interpersonal Skills
- Correspondence, Mail Processing and Distribution
- COVID Prevention And Monitoring
- CPR Certification and EKG Procedures
- Death and Dying
- Donning and Removing PPE
- Emergency Procedures
- Facility Safety
- Following HIPAA and OSHA Guidelines
- General Administrative Duties and Customer Service
- Infection Control
- Injections and Venipuncture
- Instrument Identification and Setting-Up for Surgical Procedures
- Introduction to Nurse Assistant Roles and Responsibilities
- Measuring Vital Signs
- Medical and Surgical Asepsis
- Medical Billing and Coding
- Medical Terminology
- Methods for Handling Conflict
- Moving Patients
- Needs of the Long Term Care Resident
- Needs of the Rehabilitation/Restorative Care Patient
- Nutrition
- Observation and Charting
- Patient Hygiene
- Patient Rights
- Patient Safety
- Patient Teaching through Pre-Operative and Post-Operative Instructions
- Prevention and Management of Unusual Occurrences
- Reporting
- Reporting Suspected Abuse

- Resident Care Procedures
- Transporting Patients
- Understanding Patient Needs
- Using Restraints
- Vital Signs With Height and Weight
- Weights and Measures

Medical Skills (Preceptor)

- Assisted Ambulation of Patients
- Assisted Transfers
- Assisting in Complete Physical Exam and Specialties
- Autoclave and Sterilization
- Bathing
- Body Mechanics
- COVID Prevention and Monitoring
- CPR Certification and EKG Procedures
- Death and Dying
- Donning and Removing PPE
- Emergency Procedures
- Facility Safety
- Following HIPAA and OSHA Guidelines
- Infection Control
- Injections and Venipuncture
- Instrument Identification and Setting-Up for Surgical Procedures
- Measuring Vital Signs
- Medical and Surgical Asepsis
- Medical Terminology
- Moving Patients
- Needs of the Long Term Care Resident
- Needs of the Rehabilitation/Restorative Care Patient
- Nutrition
- Observation and Charting
- Patient Hygiene
- Patient Rights
- Patient Safety
- Patient Teaching through Pre-Operative and Post-Operative Instructions
- Prevention and Management of Unusual Occurrences
- Reporting
- Reporting Suspected Abuse
- Resident Care Procedures
- Transporting Patients
- Understanding Patient Need
- Using Restraints
- Vital Signs with Height and Weight
- Weights and Measures



Training Proposal for:
SOMA AEC, Inc. dba Oxman College
Contract Number: ET25-0204

Panel Meeting of: December 13, 2024

ETP Regional Office: San Francisco Bay Area

Analyst: R. Jackson

Project Profile

Contract Attributes:	HUA Multiple Barriers New Hire Priority Rate Retrainee SET	Industry Sector(s):	MEC Construction Health Care and Social Assistance Professional, Scientific, and Technical Services
		Priority Industry:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Northern and Southern CA.	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
\$790,720		\$57,428		\$848,148

In-Kind Contribution:	50% of Total ETP Funding Required	\$450,000
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Training Plan Table

Job No.	Job Description	Estimated No. of Trainees	Range of Hours			Average Cost per Trainee	Post-Retention Wage
			Class / Lab	CBT	Weighted Avg:		
1	Priority Rate Small Business Retrainee	50	8-200	0-0	100	\$2,995	\$24.60
2	Priority Rate SET Retrainee	85	8-200	0-0	120	\$3,594	\$30.75
3	Priority Rate HUA SET Retrainee	82	8-200	0-0	120	\$3,594	\$18.45
4	Multiple Barriers Priority Rate SET New Hire	20	8-200	0-0	160	\$4,910	\$18.45

*Post-Retention Wage is the Contractual Wage.

Published Minimum Hourly Wage by County:

Job Number 1: \$24.60 for Alameda, Marin, San Mateo, Santa Clara, and San Francisco. \$24.25 Contra Costa, \$23.15 Los Angeles, \$22.55 Orange, \$22.72 San Diego. \$22.55 all other counties.
 Job Number 2: \$30.75 Set Priority Statewide
 Job Number 3: All other Counties; San Bernardino, San Joaquin, Riverside: \$16.91.
 Job Number 4: \$18.45 All other counties; \$18.94 San Diego; \$18.76 Orange; \$19.30 Los Angeles; \$20.21 Contra Costa; \$20.50 Alameda, Marin, San Mateo, Santa Clara, and San Francisco.

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

Health Benefits may be used to meet the Post-Retention Wage as follows:

Job Number 1: \$2.50
 Job Number 2: \$2.50
 Job Number 3: \$0.00
 Job Number 4: \$0.00

Wage Range by Occupation					
Occupations	Wage Range	Estimated number of trainees			
		Total	\$15 to \$20	\$20.01 to \$25	Over \$25.01
JOB NUMBER 1 - Priority Rate, Small Business, Retrainee					
Drafter	\$20.01 - \$25.00	15	0	15	0
Architect	\$25.01 - \$30.00	20	0	0	20
Engineer	\$25.01 - \$30.00	15	0	0	15

Wage Range by Occupation					
Occupations	Wage Range	Estimated number of trainees			
		Total	\$15 to \$20	\$20.01 to \$25	Over \$25.01
JOB NUMBER 2 - Priority Rate, SET, Retrainee					
LVN	\$30.00 - \$35.00	45	0	0	45
RN	\$40.00 - \$45.00	40	0	0	40
JOB NUMBER 3 - Priority Rate, HUA, SET, Retrainee					
CNA	\$18.45 - \$23.00	42	0	42	0
Restorative Nursing Assistant	\$22.00 - \$23.00	20	0	20	0
LVN	\$30.00 - \$35.00	15	0	0	15
RN	\$40.00 - \$45.00	5	0	0	5
JOB NUMBER 4 - Multiple Barriers, Priority Rate, SET, New Hire					
CNA	\$18.45 - \$23.00	20	2	18	0

Introduction

Founded in 1991, SOMA AEC, Inc. dba Oxman College (Oxman College) (www.oxmancollege.com) is a private, post-secondary vocational school. As a training agency, Oxman College provides training in computer programming, computer applications, continuous improvement, and healthcare to employers throughout California (CA) using its two main certified locations (Citrus Heights and Daly City) as physical training sites in addition to its mobile training held on company sites provided by qualified training staff including independent training subcontractors. Its customers include architecture, engineering and construction companies, unemployed individuals, and healthcare companies such as skilled nursing facilities, post acute and rehabilitation facilities, acute-care hospitals, and medical transportation companies. Oxman College also delivers curriculum with licenses from California Department of Public Health (CDPH) for its Certified Nursing Assistant (CNA) Program. Training will be delivered at its approved Bureau of Private Postsecondary Education (BPPE) offices and at participating employers' (PE) worksites statewide.

This project will be Oxman College's nineteenth ETP Contract, and it's eighth in the last five years. This proposal continues Oxman's successful training program on Autodesk Revit software for architectural and engineering firms, as well as training in Medical Skills for long-term nursing facilities in the healthcare industry. Both industries being served are designated as priority industries and have strong job-growth demands in careers with strong wage-progression possibilities. The proposal includes both New Hire (Job Number 4) and Retrainee (Job Numbers 1-3) components. Retrainees in Job Number 3 are located in High Unemployment Area (HUA) regions including eligible cities in Riverside, San Bernardino, and San Joaquin counties. New Hires will contain multiple barrier populations. Job Number 1 will include all Small Business Retrainees. This proposal features 80% of new PEs and an estimated 237 seats with new trainees that were not a part of its previous 18 projects.

Employer Demand

PEs in Job Number 1 have expressed a need for training because they are struggling to keep up with technology and competitors. The number of Architects is expected to grow at an average rate compared with the total for all occupations in CA. Jobs for Architects are expected to increase by 8.7% (or 1,600 jobs) between 2018 and 2028. Also, about 17,500 openings for Designers are projected each year (on average) over the next decade.

For Job Numbers 2, 3 and 4, the number of Certified Nursing Assistants (CNA) is expected to grow much faster than the average growth rate for all occupations in CA. Jobs for CNA's are expected to increase by 14.3% (or 10,900 jobs) between 2018 and 2028. Jobs for Licensed Vocational Nurses (LVN) are expected to increase by 15.1% (or 11,600 jobs) between 2018 and 2028.

According to a recent study by UC San Francisco, CA faces nursing shortages in part due to COVID-19 retirements. Oxman College represents a current shortage of 40,567 full-time equivalent Registered Nurses (RN), which is a 13.6% gap that is projected to persist until 2026. For allied healthcare generally CA is reportedly still facing shortages of qualified staff to meet growing healthcare demands in part due to the growing aging populations, retirements of medical professionals, and rampant career changes happening within the field.

Veterans Program

Although this project does not include a Veteran's Job Number, Oxman College offers priority enrollment to veterans into its programs, as well as priority hiring for the college's faculty and staff. Oxman College also partners with Swords to Plowshares and Goodwill SF and Work for Warriors to recruit eligible veterans.

Project Details

The training plan for Job Number 1 will focus on upgrading skills via training on Autodesk Revit software, which is the newest generation of Computer-Aided Design type software for engineering/architectural companies. The software is sophisticated and complex with multiple (15) modules that will require detailed training. ETP training will allow participating employees to remain competitive as the current demand for services utilizing this newest generation of Revit software has increased significantly. Trainee needs will be evaluated, and trainees will be placed in appropriate levels needed to upgrade their skills.

The training plan for Job Numbers 2, 3, and 4 will consist of Medical Skills, Computer Skills, and Continuous Improvement delivered through classroom, preceptor, and didactic training. Training will focus on establishing and maintaining a continuous quality-improvement program to promote best practices in each trainee's daily routine, while improving the overall quality of patient care at each facility and providing advanced medical skills to meet ongoing technological and Affordable Care Act requirements within the healthcare industry.

Training Plan

Training will be conducted via Class/Lab, E-Learning, and Didactic and Clinical Preceptor (Medical Skills) delivery methods in the following:

Computer Skills: This training will be offered to Drafters, Engineers, and Architects on topics that include Revit Architecture, Computer Programming, and Rhino Modeling.

Continuous Improvement: This training will be offered to all Allied Healthcare occupations on topics that include Communication Skills, Critical Thinking Skills, and Problem Analysis and Problem Solving.

Medical Skills: This training will be offered to all Allied Healthcare occupations on course topics like Wound Management, Respiratory Care, Infection Control, and Patient Assessment and Care. Trainees will participate in clinical skills training via both Didactic and Clinical Preceptor training delivery methods. Class/Lab training will be provided on understanding advanced clinical processes to ensure competency and improve overall quality of patient care.

Job Readiness: Topics such as Job Expectations, and Online Applications will be offered to JOB 4 (New Hire Trainees). In this multiple barrier Job Number up to 50% of the training may be non-vocational.

Medical Skills' Trainer-to-Trainee Ratio for Clinical Preceptor

Per ETP's Medical Skills (MS) guidelines, preceptor training is a type of clinical training during which trainees observe hands-on skills performed by a registered nurse or practitioner (i.e. – preceptor/mentor) in a productive work environment. After observing the preceptor, trainees perform the skills under the preceptor's close supervision. Competencies and skills are integral to preceptor training. Training is designed to ensure trainees acquire specific skills/competencies. Training is typically provided using a 1:1 preceptor-to-trainee ratio. However, the ratio must not exceed 1:10 (per MS guidelines) even though standards issued by CDPH and other medical industry agencies permit training of preceptor using a ratio of up to 1:15. This higher 1:10 ratio allows flexibility and is more cost effective than adhering with lower trainer-to-trainee ratios. In most cases, the ratio used will be actually lower as only a small portion of the preceptor training will need a trainee-to-trainee ratio of 1:10 due to the journey-level medical specialist needed to deliver the training and due to shortages of such specialists.

Alternate Recordkeeping

Staff has reviewed and approved Oxman College's request to use an alternate recordkeeping method.

Special Employment Training

Under SET, the PE 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. For trainees employed in a priority industry, the Panel may modify the wage up to 25% below the statewide average hourly wage (from \$41.00 to \$30.75). Oxman College requests this modification for Job Number 2.

High Unemployment Areas

The 82 trainees in Job Number 3 work in High Unemployment Areas (HUA) with unemployment exceeding the state average by 25%. Oxman College's PE locations in San Bernardino, San Joaquin, Riverside counties are in a 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. Oxman College requests a wage modification for trainees in Job Number 3 from \$30.75 (Set Priority Wages) per hour to \$18.45 per hour (above the Reduced HUA Wages of \$16.91 per hour based on lowest wage reportedly needed).

Multiple Barriers (New Hire)

Trainees may also receive a higher portion of Literacy or Other Skills; however, up to 50% of training hours per trainee must be vocational.

Note: Contractor must pre-screen trainees to determine their eligibility prior to enrolling trainees. Barriers must be identified and kept on file with the Contractor. Contractor must demonstrate training will help trainees address the identified barriers.

Wage and Retention Modifications

Trainees in Job Number 4 (New Hire) have two or more barriers to employment (e.g., mental or physical disability, limited English proficiency, limited math skills). These trainees may receive the ETP New Hire Minimum Wage post-retention (from \$30.75 to \$18.45). Oxman College requests this modification.

Per Title 22, California Code of Regulation (22 CCR) Section 4400 (h), the panel may modify the retention period for these trainees, making it satisfied by employment of at least 500 hours out of 272 days with one or more employers. Incidental placement with public and non-profit entities is permissible, not to exceed 25% of the total number of trainees retained in employment. Oxman College requests this modification.

Medical Skills (Job Numbers 2-4)

- Full-time Employment Modification

Per ETP's MS guidelines, MS trainees may be considered as employed full-time with a minimum of 24 hours of employment a week provided that level of weekly employment qualifies the employee for a similar employee benefit plan (sick leave, vacation, health, dental, vision, retirement, etc.) on a proportionately equal basis. Thus, Oxman College requests that retention be satisfied by employment of at least 30 hours a week for MS trainees in Job Numbers 2-4.

Impact/Outcome

- Improved Patient Care: quality of patient care is one of the indicators for long-term-care facilities, which is evaluated by Medicare annually. The goal of this ETP training is to support the efforts of each participating employer to reach a higher rating by Medicare.
- Improved Customer Satisfaction: ETP training will enhance staff proficiency both in vital clinical skills and in-patient interaction skills, leading to increased customer satisfaction. An estimated 30 Restorative Nursing certificates and an estimated 20 trainees may be eligible to earn certifications from the CDPH as a result of ETP-funded training.
- Upgraded Skills: small architecture and engineering companies need to have employees proficient in Autodesk Revit for collaborative and cost effective design to remain competitive. An estimated 50 Autodesk Revit certifications will be earned for participants in Job Number 1 as a result of the proposed training.

Incidental Placement

Incidental placement with public and nonprofit entities is permissible for the trainees, not to exceed 25% in Job Number 4 (New Hire with Multiple Barriers). Oxman College is requesting incidental placement for trainees with public and nonprofit entities, not to exceed 25%.

Commitment to Training

ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law. Training varies by each participating employer and is both job specific and companywide. Training includes mandatory organization-wide in-service training in such topics as elder abuse, OSHA, harassment prevention, and confidentiality. This training will continue to be provided without ETP's support.

Training Infrastructure

Oxman College's President (dedicated administrator) and four dedicated staff members are responsible for scheduling training, enrolling trainees, tracking training hours, and meeting with ETP staff. These dedicated staff members are experienced in the ETP process and are administering the current ETP Contract. ETP training will be delivered by highly qualified instructors who are in-house subject-matter experts with industry expertise.

Marketing and Support Costs

Oxman College's marketing program consists primarily of referrals by the Employment Development Department (EDD), County Department of Social Services, WorkSource centers, and community organizations. The school recruits prospective students using a combination of resources such as its peer referral system, flyers, brochures, and catalogs as well as direct telephone and email contacts with employers. Recruitment includes trainee intake assessments to determine eligibility, job development, and job search assistance and placement. Individuals are referred to the school by One-Stop staff members through presentations, word of mouth, advertising, and displaying program flyers. Oxman College is requesting the standard 8% support costs for outreach, recruitment, and schedule coordination for this project for Job Numbers 1-3 (Retrainee) and 12% for Job Number 4 (New Hire).

Training Agency Certification

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

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

- BPPE licensure approval for the proposed training subjects.
- Successful past performance with ETP (see Prior Project table).

Tuition Reimbursement

Oxman College 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 ETP Contract.

Active Projects

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

Contract No.	Approved Amount	Term	No. Trainees (Estimated)	No. Retained	Potential Earnings (Based on Tracked Hours) (\$ %)
ET24-0141	\$735,048	10/02/23 - 12/30/25	249	0	\$233,103 (32%)
ET24-0106	\$749,808	10/30/23 - 10/29/25	198	0	\$653,954 (87%)

Contractor represents 70% final invoices and greater than 70% total training hours (per active project) will be observable inside the Cal-E-Force system prior to December Panel meeting. This project was approved Healthcare Workforce Advancement Fund serving 100% nonprofit and public sector employers.

Prior Projects

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

Contract No.	Term	Approved Amount	Payment Earned \$ %
ET22-0326	06/30/22 - 06/29/24	\$598,764	\$596,993 (100%)
ET22-0104-000	12/20/21 - 12/19/23	\$596,304	\$586,587 (98%)
ET21-0238-000	12/14/20 - 12/13/22	\$449,196	\$445,973 (99%)
ET21-0185-000	10/26/20 - 10/25/22	\$200,000	\$200,000 (100%)
ET20-0125-000	09/01/19 - 11/29/21	\$747,118	\$747,118 (100%)

Oxman College has completed the COVID Pilot program (ET21-0185) with a term of 10/26/20 to 10/25/22. Of an estimated 100 trainees, 115 have been enrolled and 100 have received the maximum hours of training. This ETP Contract reflects \$200,000 (100% of the contract amount) in payments earned with the placement of 100 trainees per the Cal-E-Force (CEF) system.

Subcontractors

Subcontractor Type	Subcontractor Name	City, State	Cost / %
Development	N/A	-	-
Administrative	N/A	-	-

Training Subcontractors	City, State	Cost	Description of Service
To Be Determined	-	-	-

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Computer Skills

- Adobe and Multimedia
- Advanced MS Office
- Advanced Revit
- Autodesk Forma
- Autodesk ReCap
- Computer Programming
- 3D Coordination
- Creating & Modifying Design in Revit
- Creating Custom Families in Revit
- Creating Views of the Model in Revit
- Foundation, Beams, and Framing Systems in Revit
- Google Docs and Google Drive
- Importing and Exporting Files in Revit
- Intermediate Revit Architecture
- Intermediate Revit MEP
- Networking
- Performance Analysis in Revit
- Revit Architecture
- Revit Fundamentals
- Revit for Landscape Architects
- Revit MEP
- Revit Structure
- Revit User Interface
- Rhino Modeling
- Salesforce Administrator
- Sketchup
- Structural Analysis in Revit
- Using Autodesk Dynamo Studio Software with Revit
- Visualization and Rendering Tools
- Worksharing in Revit
- Working with Revit System Families

Continuous Improvement Skills

- Communication Skills
- Customer Service
- Interdepartmental Collaboration
- Interdisciplinary Team
- Problem Analysis And Problem Solving
- Quality Assurance/Performance Improvement
- Team Building
- Conflict Resolution Skills

- Critical Thinking Skills
- Setting Goals
- Organization and Time Management Skills
- Leadership Skills

Job Readiness Skills

- Career Planning and Assessment
- Communication and Presentation Skills
- Interview Skills
- Job Expectations
- Online Applications
- Resume Development

Medical Skills (Didactic)

- Advanced Cardiac Life Support (ACLS)
- Alzheimer's Disease and Related Disorders
- Antibiotics Stewardship
- Assault Crisis Management
- Basic Life Support (BLS)
- Bipolar Disorder
- Blood Borne Pathogens
- Change in Condition Management
- Communication in Nursing
- COVID-19
- CPI De-Escalation Skills
- Dementia Care
- Depression Causes/Intervention
- Diabetic Management
- Dialectical Behavior Therapy (DBT)
- Documentation/Abbreviation
- Documentation and Standard Operating Procedures for EMS
- Electronic Medical Records System
- EMS Operations
- Evaluation and Assessment Procedures/Criteria
- Infection Control
- Interdisciplinary Team Process
- Intravenous Therapy
- Medical Diagnosis
- Medical Direction in Long-Term Care
- Medication Administration Management
- Mental Health
- Nursing Assistant Training Program
- Nursing Assistant Skills
- Pain Management (Acute and Chronic)
- Performance and Quality Improvement for EMS
- Pillars of Recovery
- PointClickCare Software
- Preventive Skin Care Measures

- Problems and Needs of the Aged
- Psychosocial Rehabilitation
- Psychotropic Medication Side Effects
- Reporting to MDs-Assessing Clients
- Resident and Family Education
- Respiratory Care
- Restorative Nurse Assistant
- Restraint and Restraint Reduction
- Safe Transfer
- Signs and Symptoms of Cardiopulmonary Distress
- Skin Assessment
- Social and Recreational Needs of the Aged
- The Wellness Recovery Action Plan
- Therapeutic Communication
- Urinary Management
- Weights, Vitals, and Immunizations
- Wound Management

Medical Skills (Preceptor)

MEDICAL SKILLS (PRECEPTOR) (1:10 RATIO)

- Activities of Daily Living
- Antibiotics Stewardship
- Assessing of Tube-Fed Individuals with Diabetes
- Assisting and Performing Self-Care Skills with Patients
- Assistive Devices
- Bowel and Bladder Care
- Training of Patients Breathing Patterns and Respiratory Function
- Cardiac Conditions
- Charting Care of Clients with COPD
- Care of Clients with Diabetes
- Care of Clients with Hypertension
- Clinical Skills Review
- COVID-19
- CPI De-Escalation Skills
- Colostomy Care
- Conduct Range of Motion Exercises with Patient
- Dementia Care
- Dementia/Alzheimer's Enteral Feeding Management
- EMT Clinical Field Training
- Entry Level Nursing Skills
- Facilitating Functional Gains of Each Patient
- Feeding Tube (Insertion, Intermittent, and Continuous)
- Functional Mobility and Ambulation
- Gastrointestinal Conditions
- Identification of Patient Change in Condition
- Identification of Skin Impairments and Prevention
- Immunizations
- Incontinence Management (Colostomy Care)

- Infection Control
- Intravenous Therapy
- Isolation Techniques
- Managing Patients with Neurovascular Conditions
- Medication Management
- Monitoring of Cardiovascular Changes
- Nursing Assistant Training Program
- Nursing Assistant Skills
- Operate Safety Devices with Patient
- Pain Management
- Patient Assessment and Care
- Patient Care of Foot and Hand
- Patient Safety
- PointClickCare Software
- Positioning of Patients for Correct Body Alignment
- Postoperative Care
- Preceptor Skills (Train-the-Trainer)
- Preparing Patient for Procedure
- Preventing and Identifying Complications Related to Tube Feeding
- Proper Use of Exercise Equipment
- Rehabilitation Services (Physical, Occupational, and Speech Therapy)
- Residents with Special Needs
- Respiratory Care
- Restorative Nursing Assistant Care
- Safe Patient Handling
- Setting Behavioral Program Objectives for Patients
- Signs and Symptoms of Cardiopulmonary Distress
- Skeletal/Orthopedic Conditions
- Special Program Techniques for the Mentally Disordered
- Therapeutic Activities
- Therapeutic Exercises
- Use of Durable Medical Equipment
- Weights and Vitals
- Wound Management

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: SOMA AEC, Inc. dba Oxman College
Reference No: 24-0563

CCG No.: ET25-0204
Page 1 of 4

ALPHABETIZE BY COMPANY NAME

Company: Corona Health Care Center	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 1400 Circle City Dr.	
City, State, Zip: Corona, CA 92879	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 30	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 120	
Total # of full-time company employees in California: 120	
Company: Daedalus Structural Engineers	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 3031 Tisch Way #110	
City, State, Zip: San Jose, CA 95128	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 2	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 9	
Total # of full-time company employees in California: 9	
Company: Daniel Macdonald Architects	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 1500 Grant Avenue Suite 200	
City, State, Zip: Novato, CA 94945	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 3	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 5	
Total # of full-time company employees in California: 5	
Company: FTF Engineering	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 38 Mason Street, 2 nd Floor	
City, State, Zip: San Francisco, CA 94102	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 4	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 12	
Total # of full-time company employees in California: 12	

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: SOMA AEC, Inc. dba Oxman College
Reference No: 24-0563

CCG No.: ET25-0204
Page 2 of 4

ALPHABETIZE BY COMPANY NAME

Company: Las Colinas Post Acute	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 800 E 5 th Street	
City, State, Zip: Ontario, CA 91764	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 55	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 250	
Total # of full-time company employees in California: 250	
Company: Paradigm Engineers	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 639 Front St 4th floor	
City, State, Zip: San Francisco, CA 94111	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 10	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 42	
Total # of full-time company employees in California: 42	
Company: Peterson Mechanical	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 21819 8th St E	
City, State, Zip: Sonoma, CA 95476	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 3	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 50	
Total # of full-time company employees in California: 50	
Company: Rancho Bellagio Post Acute	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 26940 Hospital Rd	
City, State, Zip: Moreno Valley, CA 9255	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 35	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 150	
Total # of full-time company employees in California: 150	

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: SOMA AEC, Inc. dba Oxman College
Reference No: 24-0563

CCG No.: ET25-0204
Page 3 of 4

ALPHABETIZE BY COMPANY NAME

Company: Ratcliff Architects	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 5856 Doyle St	
City, State, Zip: Emeryville, CA 94608	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 6	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 55	
Total # of full-time company employees in California: 55	
Company: Redlands Health Care Center	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 1620 W Fern Ave	
City, State, Zip: Redlands, CA 92373	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 35	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 130	
Total # of full-time company employees in California: 130	
Company: Rinne & Peterson Structural Engineers	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 3235 Kifer Rd Ste 200	
City, State, Zip: Santa Clara, CA 95051	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 6	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 12	
Total # of full-time company employees in California: 12	
Company: SOHA Engineering	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 594 Howard St Suite 400	
City, State, Zip: San Francisco, CA 94105	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 5	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 10	
Total # of full-time company employees in California: 10	

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: SOMA AEC, Inc. dba Oxman College	CCG No.: ET25-0204
Reference No: 24-0563	Page 4 of 4

Company: Structus Engineers	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 160 Pine St # 300	
City, State, Zip: San Francisco, CA 94111	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 7	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 12	
Total # of full-time company employees in California: 12	

Company: Sundance Post Acute	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 5800 W Wilson St	
City, State, Zip: Banning, CA, 92220	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 60	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 250	
Total # of full-time company employees in California: 250	

Company: Villa Del Rosa Nursing Center	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 2018 Del Rosa Avenue	
City, State, Zip: San Bernardino, CA 92404	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 50	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 220	
Total # of full-time company employees in California: 220	

Company: Waterman Canyon Post Acute	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 1850 N Waterman Ave	
City, State, Zip: San Bernardino, CA 92404	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 60	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 280	
Total # of full-time company employees in California: 280	



Training Proposal for:
AGC Construction Education Foundation
Contract Number: ET25-0189

Panel Meeting of: December 13, 2024

ETP Regional Office: Sacramento

Analyst: K. Mam

Project Profile

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

Funding Detail

Program Costs	+	Support Costs	=	Total ETP Funding
\$795,060		\$54,897		\$849,957

In-Kind Contribution:	50% of Total ETP Funding Required	\$1,000,000
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Training Plan Table

Job No.	Job Description	Estimated No. of Trainees	Range of Hours			Average Cost per Trainee	Post-Retention Wage
			Class / Lab	CBT	Weighted Avg:		
1	Priority Rate Small Business SET Retrainee	205	8-200	0-0	45	\$1,347	\$30.75
2	Priority Rate SET Retrainee	426	8-200	0-0	45	\$1,347	\$30.75

*Post-Retention Wage is the Contractual Wage.

Published Minimum Hourly Wage by County:	
Job Number 1:	\$30.75 per hour for SET Modified Wage
Job Number 2:	\$30.75 per hour for SET Modified Wage
Health Benefits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No This is employer share of cost for healthcare premiums – medical, dental, vision.	
Used to meet the Post-Retention Wage?: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Health Benefits may be used to meet the Post-Retention Wage as follows:	
Job Number 1:	\$2.35
Job Number 2:	\$2.35

Wage Range by Occupation					
Occupations	Wage Range	Estimated number of trainees			
		Total	\$15 to \$20	\$20.01 to \$25	Over \$25.01
JOB NUMBER 1 - Priority Rate, Small Business, SET, Retrainee					
Safety Personnel	\$28.40 - \$32.00	14	0	0	14
Environmental Tech	\$28.40 - \$33.00	8	0	0	8
Laborer	\$28.40 - \$48.00	82	0	0	82
Engineer	\$28.40 - \$53.00	31	0	0	31
Estimator	\$28.40 - \$78.00	20	0	0	20
Human Resources	\$29.30 - \$38.00	4	0	0	4
Training Personnel	\$30.75 - \$52.00	15	0	0	15
Lead	\$32.00 - \$80.00	31	0	0	31
JOB NUMBER 2 - Priority Rate, SET, Retrainee					
Safety Personnel	\$28.40 - \$32.00	36	0	0	36
Environmental Tech	\$28.40 - \$33.00	42	0	0	42
Laborer	\$28.40 - \$48.00	73	0	0	73
Engineer	\$28.40 - \$53.00	49	0	0	49
Estimator	\$28.40 - \$78.00	25	0	0	25
Human Resources	\$29.30 - \$38.00	51	0	0	51

Wage Range by Occupation					
Occupations	Wage Range	Estimated number of trainees			
		Total	\$15 to \$20	\$20.01 to \$25	Over \$25.01
Training Personnel	\$30.75 - \$52.00	33	0	0	33
Lead	\$32.00 - \$80.00	117	0	0	117

Introduction

Founded in 1920 and headquartered in West Sacramento, AGC Construction Education Foundation (AGC of California) (www.agc-ca.org) is the state's largest construction trade association representing over 600 contractors and specialty subcontractor member companies throughout California. AGC of California's contractor members coordinate and supervise a wide variety of projects, including the building of all types of public, private, commercial, and industrial structures, as well as roads, highways, and bridges. AGC of California works with members to provide advocacy, education, career development, and networking opportunities. Training will be provided statewide at training facilities and participating employers' locations and worksites. This is AGC of California's first ETP Contract.

Veterans Program

AGC of California does not actively recruit Veterans, however, participating employers do employ Veterans.

Project Details

The construction industry is undergoing a technological revolution with new tools and software. AGC of California's training program has grown 35% in the last few years and AGC of California has implemented a training plan focused on adapting to these changes to ensure its members remain competitive. Training will also include understanding and meeting new safety and compliance regulations and green construction practices. AGC of California also offers courses ranging from building information modeling, construction accounting, project management and training certificates for leadership. Training under this proposal will ensure the Company meets the training demand efforts from its members.

Training Plan

Training will be provided via Classroom/Laboratory in the following:

Business Skills: Training will be offered to all occupations and focus on improving customer satisfaction. Training topics include Communication, Customer Service, and Problem Solving & Decision Making.

Commercial Skills: Training will be offered to Engineers, Environmental Techs, Estimators, Laborers, Leads, Safety Personnel and Training Personnel and focus on equipment operation. Training topics include Blueprint Plan/Reading, Equipment & Tool Operation and Excavation and Trenching.

Computer Skills: Training will be offered to all occupations and focus on participating employers' internal software. Training topics include Construction Software and Microsoft Office Suite (Intermediate & Advanced).

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.

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 \$41.00 to \$30.75). The Company requests this modification.

Impact/Outcome

Trainees under this proposal may receive certificates of completion in the following:

- Construction Quality & the Cost of Rework Certification
- Foundation in Construction Financials & Estimating Certification
- Foundation in Project Management Certification
- Foundation in Project Supervision Certification
- Sustainable Construction Innovation & Practice Certification
- TechScape: Construction’s Innovative Frontier Certification
- Emerging Leader Academy Certification
- Emerging Leaders Academy LITE Certification
- Inclusive Leaders Institute Certification
- Project Engage Leadership Development Certification
- Project Engineer 24 Hour Certification
- Small Business BASICS Certification
- Small Underutilized Business Academy Certification

Commitment to Training

Training, although varies by participating employers, is job specific and companywide which includes sexual harassment prevention, safety, legal compliance, product knowledge and on-the-job 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

AGC of California has five staff members throughout California dedicated to overseeing all ETP project training including curriculum development, scheduling and delivering training, and

collecting rosters. The Company has also retained a third party administrator with extensive ETP administration experience to complete the project successfully including project coordination and tracking hours.

Marketing and Support Costs

AGC of California requests 8% support costs. The Company advertises through flyers, emails, tradeshows and community outreach. The Company also works with local high schools and junior colleges to market employment opportunities. The continued identification of training that is needed by members, securing trainers and facilities, marketing and organizing upcoming training will add greatly to existing work responsibilities.

Trainer Qualifications

AGC of California has a team of educators comprised of subject-matter experts who developed the curriculum at the request of the board and members. The team will directly deliver the training. AGC of California may retain external vendors as needed.

Tuition Reimbursement

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

Subcontractors

Subcontractor Type	Subcontractor Name	City, State	Cost / %
Development	Propel Consulting Group	El Dorado Hills, CA	\$15,000
Administrative	Propel Consulting Group	El Dorado Hills, CA	13% of Earned Amount

Training Subcontractors	City, State	Cost	Description of Service
To Be Determined	-	-	-

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Communication
- Competent Person & Awareness
- Customer Service
- Construction Accounting
- Contract Administration & Lien Law
- Emerging Leader Academy Certification
- Emerging Leaders Academy LITE Certification
- Financial Management
- Leadership & Supervision
- Presentation Skills
- Problem Solving & Decision Making
- Project Management
- Sales Skills
- Small Business BASICS Certification
- Small Underutilized Business Academy Certification
- Sustainable Construction Innovation & Practice Certification
- TechScope: Construction's Innovative Frontier Certification
- TrainSmart
- Workplace Success

Commercial Skills

- Blueprint/Plan Reading
- Building Information Modeling (BIM)
- Construction Quality & the Cost of Rework Certification
- Engineering Controls
- Environmental Clean-up
- Equipment & Tool Operation
- Excavation & Trenching
- Foundation in Construction Financials & Estimating Certification
- Foundation in Project Management Certification
- Foundation in Project Supervision Certification
- Material Handling
- Project Engage Leadership Development Certification
- Project Engineer 24 Hour Certification
- Safe Work Practices
- Regulatory & Compliance

Computer Skills

- Construction Software
- Microsoft Office Suite (Intermediate & Advanced)

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: ACG Construction Education Foundation

CCG No.: ET25-0189

Reference No: 24-0252

Page 1 of 4

ALPHABETIZE BY COMPANY NAME

Company: ACCO Engineered Systems

Priority Industry? Yes No

Address: 888 East Walnut Street

City, State, Zip: Pasadena, CA 91101

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 50

Small Business? Yes No

Total # of full-time company employees worldwide: 3,000

Total # of full-time company employees in California: 2,200

Company: AM Construction and Concrete

Priority Industry? Yes No

Address: 690 Osprey Street

City, State, Zip: Merced, CA 95340

Collective Bargaining Agreement(s): N/A

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

Small Business? Yes No

Total # of full-time company employees worldwide: 2

Total # of full-time company employees in California: 2

Company: American Empire Fire Stop, Inc.

Priority Industry? Yes No

Address: 2124 S. Grove Avenue Suite B

City, State, Zip: Ontario, CA 91761

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 3

Small Business? Yes No

Total # of full-time company employees worldwide: 5

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

Company: Anco Iron and Construction

Priority Industry? Yes No

Address: 1320 Egbert Ave

City, State, Zip: San Francisco, CA 94124

Collective Bargaining Agreement(s): N/A

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

Small Business? Yes No

Total # of full-time company employees worldwide: 10

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

Participating Employers in Retrainee Multiple Employer Contracts

Self-reported listing of potential employers participating in the contract

Contractor's Name: ACG Construction Education Foundation

CCG No.: ET25-0189

Reference No: 24-0252

Page 2 of 4

ALPHABETIZE BY COMPANY NAME

Company: Canvas Construction

Priority Industry? Yes No

Address: 1960 Folsom Street

City, State, Zip: San Francisco, CA 94103

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 50

Small Business? Yes No

Total # of full-time company employees worldwide: 50

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

Company: Coan Construction

Priority Industry? Yes No

Address: 4243 Ingot st

City, State, Zip: Fremont, CA 94538

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 4

Small Business? Yes No

Total # of full-time company employees worldwide: 20

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

Company: Deacon Construction

Priority Industry? Yes No

Address: 7745 Greenback Ln #250

City, State, Zip: Citrus Heights, CA 95610

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 150

Small Business? Yes No

Total # of full-time company employees worldwide: 343

Total # of full-time company employees in California: 300

Company: Granite Construction

Priority Industry? Yes No

Address: 303 W Lincoln Ave. Ste 100

City, State, Zip: Anaheim, CA 92805

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 200

Small Business? Yes No

Total # of full-time company employees worldwide: 4,100

Total # of full-time company employees in California: 1,400

Participating Employers in Retrainee Multiple Employer Contracts

Self-reported listing of potential employers participating in the contract

Contractor's Name: ACG Construction Education Foundation

CCG No.: ET25-0189

Reference No: 24-0252

Page 3 of 4

ALPHABETIZE BY COMPANY NAME

Company: J&L Constructors

Priority Industry? Yes No

Address: 29104 Basswood

City, State, Zip: Lake Elsinore, CA 92530

Collective Bargaining Agreement(s): N/A

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

Small Business? Yes No

Total # of full-time company employees worldwide: 10

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

Company: Madsen Builders

Priority Industry? Yes No

Address: 4243 Ingot St.

City, State, Zip: Fremont, CA 94538

Collective Bargaining Agreement(s): N/A

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

Small Business? Yes No

Total # of full-time company employees worldwide: 5

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

Company: Shawmut Design & Construction

Priority Industry? Yes No

Address: 11390 W Olympic Blvd, Suite 200

City, State, Zip: Los Angeles, CA 90064

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 100

Small Business? Yes No

Total # of full-time company employees worldwide: 1,075

Total # of full-time company employees in California: 600

Company: Silverado Contractors

Priority Industry? Yes No

Address: 2855 Mandela Pkway

City, State, Zip: Oakland, CA 94608

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Contract: 45

Small Business? Yes No

Total # of full-time company employees worldwide: 90

Total # of full-time company employees in California: 81

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: ACG Construction Education Foundation

CCG No.: ET25-0189

Reference No: 24-0252

Page 4 of 4

ALPHABETIZE BY COMPANY NAME

Company: TriCore Panels

Priority Industry? Yes No

Address: 2175 De La Cruz Blvd

City, State, Zip: Santa Clara, CA 95054

Collective Bargaining Agreement(s): N/A

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

Small Business? Yes No

Total # of full-time company employees worldwide: 10

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

Company: United Pipe and Steel Fabrication

Priority Industry? Yes No

Address: 100 Quantico

City, State, Zip: Bakersfield, CA 93307

Collective Bargaining Agreement(s): N/A

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

Small Business? Yes No

Total # of full-time company employees worldwide: 7

Total # of full-time company employees in California: 7



Training Proposal for:
Tulare-Kings Counties Builders' Exchange, Inc.
Contract Number: ET25-0188

Panel Meeting of: December 13, 2024

ETP Regional Office: Sacramento

Analyst: C. Kaiser

Project Profile

Contract Attributes:	HUA Priority Rate Retrainee SB < 100 SET	Industry Sector(s):	MEC Construction Other Services (except Public Administration)
		Priority Industry:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Fresno, Kern, Kings, and Tulare	Repeat Contractor:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Turnover Rate:	≤ 20%	Managers/Supervisors: (% of total trainees)	≤ 20%

Funding Detail

Program Costs	+	Support Costs	=	Total ETP Funding
\$156,800		\$10,920		\$167,720

In-Kind Contribution:	50% of Total ETP Funding Required	\$117,600
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Training Plan Table

Job No.	Job Description	Estimated No. of Trainees	Range of Hours			Average Cost per Trainee	Post-Retention Wage
			Class / Lab	CBT	Weighted Avg:		
1	Priority Rate HUA SET Retrainee	45	8-200	0-0	40	\$1,198	\$20.05
2	Priority Rate HUA Small Business SET Retrainee	79	8-200	0-0	40	\$1,198	\$20.05
3	HUA Small Business SET Retrainee	16	8-200	0-0	40	\$1,198	\$20.05

*Post-Retention Wage is the Contractual Wage.

Published Minimum Hourly Wage by County:	
Job Number 1:	\$16.91 per hour for Fresno, Kern, Kings, and Tulare Counties.
Job Number 2:	\$16.91 per hour for Fresno, Kern, Kings, and Tulare Counties.
Job Number 3:	\$16.91 per hour for Fresno, Kern, Kings, and Tulare Counties.
Health Benefits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No This is employer share of cost for healthcare premiums – medical, dental, vision.	
Used to meet the Post-Retention Wage?: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Health Benefits may be used to meet the Post-Retention Wage as follows:	
Job Number 1:	\$0.00
Job Number 2:	\$0.00
Job Number 3:	\$0.00

Wage Range by Occupation					
Occupations	Wage Range	Estimated number of trainees			
		Total	\$15 to \$20	\$20.01 to \$25	Over \$25.01
JOB NUMBER 1 - Priority Rate, HUA, SET, Retrainee					
Construction Workers	\$20.05 - \$24.00	21	0	21	0
Herbicide and Vegetation Management Workers	\$20.05 - \$24.00	10	0	10	0
Office and Administrative Staff	\$20.05 - \$24.00	1	0	1	0
Frontline Supervisors	\$21.00 - \$25.00	11	0	11	0
Business Operations Specialists	\$21.00 - \$25.00	2	0	2	0
JOB NUMBER 2 - Priority Rate, HUA, Small Business, SET, Retrainee					

Wage Range by Occupation					
Occupations	Wage Range	Estimated number of trainees			
		Total	\$15 to \$20	\$20.01 to \$25	Over \$25.01
Construction Workers	\$20.05 - \$24.00	47	0	47	0
Herbicide and Vegetation Management Workers	\$20.05 - \$24.00	20	0	20	0
Office and Administrative Staff	\$20.05 - \$24.00	3	0	3	0
Frontline Supervisors	\$21.00 - \$25.00	7	0	7	0
Business Operations Specialists	\$21.00 - \$25.00	2	0	2	0
JOB NUMBER 3 - HUA, Small Business, SET, Retrainee					
Construction Workers	\$20.05 - \$24.00	7	0	7	0
Herbicide and Vegetation Management Workers	\$20.05 - \$24.00	5	0	5	0
Office and Administrative Staff	\$20.05 - \$24.00	1	0	1	0
Frontline Supervisors	\$21.00 - \$25.00	2	0	2	0
Business Operations Specialists	\$21.00 - \$25.00	1	0	1	0

Introduction

Established in 1948 and headquartered in Visalia, Tulare-Kings Counties Builders' Exchange, Inc. (TKCBE) (<http://www.tkcbe.com>), is a nonprofit trade association. With over 340 small to large business members, TKCBE's mission is to connect members to projects, other contractors, owners, and architects enabling them to stay competitive, grow their businesses, and develop professional relationships that improve long-term success in the construction industry. In addition, TKCBE is dedicated to improve and maintain long-term business success by providing and promoting highly ethical and professional standards, training opportunities, resources, industry education, safety training, and business opportunities.

There are over 20 builders' exchanges in California that service the construction industry in multiple areas so the target employees, employers, and training topics are going to be similar because of the focus on the construction industry. Each builder's exchange is an independent non-profit with their own Board of Directors, accounting, and staff. They coordinate services and share best practices under the Golden State Builders Exchanges network. This will be TKCBE's first ETP Contract.

Veterans Program

Employers who will be participating in this Contract do not actively track the hiring of Veterans. However, TKCBE frequently partners with the Sequoias Community College District and The Veteran Resource Center at the college for a direct access to forums for outreach, recruitment, and placement services for trainees.

Project Details

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

The training TKCBE provides will support construction workers in upgrading skill sets and secure high-quality jobs that pay family-supporting wages by providing industry-specific trainings needed to advance in their careers into highly skilled positions and adapt to cleaner technologies. Training will lend itself to an atmosphere where an emphasis on proper handling, installation, equipment operations, and environmental impact training will lead to quality workmanship. TKCBE will expand its trainings and services to trainees in underserved communities throughout Tulare-Kings Counties. Currently, Tulare-Kings Counties (8.5% for Tulare and 7% for Kings County) are in High Unemployment Areas (HUA). To meet the needs of the community, TKCBE will focus on building relationships with local businesses, the County of Tulare and Kings, and the local Chambers of Commerce within the rural communities. TKCBE will also engage and educate employers on high-road readiness to provide wage expertise and address job quality and equitable job access to remain competitive. This will also provide trainees an opportunity for wage progression and promotional opportunities.

Training Plan

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

Business Skills: Training will be offered to all occupations. Training will focus on improving companies' business processes. Training topics include Bidding and Negotiation Skills, Payroll Compliance, Problem Solving and Decision Making, and Communication Skills.

Commercial Skills: Training will be offered to all occupations except Office and Administrative Staff. Training is intended to improve upon trainees' knowledge of proper techniques for working with equipment and environmental situations. Training topics include Blueprint Reading, Equipment Operations, Rigging, and Waste Management.

Computer Skills: Training will be offered to all occupations. Training is intended to improve software skills. Training topics include Bluebeam and Procore

Hazardous Materials Skills: Training will be offered to Frontline Supervisors, Business Operations Specialists, Construction Workers, and Herbicide and Vegetation Management Workers. Training will focus on proper usage and handling of hazardous materials. Training topics include Silica and Dust Control and Lead and Asbestos.

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.

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.

Alternate Recordkeeping

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

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.

Ø 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 \$41.00 to \$30.75). The Company requests this modification.

In addition, all trainees in Job Numbers 1-3 work in a High Unemployment Area (HUA). This is a region with unemployment exceeding the state average by <25%>. The Company's locations in Fresno, Kings, Kern, and Tulare 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. All trainees will need the wage modification from \$30.75 per hour to \$20.05 per hour.

Commitment to Training

Training varies by participating employers and can be job specific and companywide. It includes safety, legal compliance, product knowledge, and on-the-job training. This training plan helps small businesses provide needed training to employees they would not otherwise be able to afford. TKCBE represents that ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

> Training Infrastructure

The Executive Director will oversee the Contract to help ensure training-delivery success. TKCBE has identified three administrative staff members and trainers to enroll trainees, schedule training, and gather training rosters to upload. ETP training will be delivered by certified in-house experts and vendors. Participating employers may also provide in-house qualified trainers to train their own employees.

Marketing and Support Costs

TKCBE has a well-established marketing relationships with local government agencies, nonprofit organizations, A&H Safety and Environmental, and a collaborative network of businesses to promote training opportunities. TKCBE works with businesses to develop and prepare students and adults to enter into the workforce. TKCBE utilizes social media, emails, newsletters, local press, Weblink, and meetings with TKCBE's Board of Directors and local employers to market its training programs. TKCBE seeks support costs of 8% to fund extensive marketing efforts to recruit additional participating employers and assessment activities of employers.

Trainer Qualifications

Training will be delivered by at least three in-house experts who have at least a minimum of five years of experience and are certified in the following areas: environmental, general industry, gas, electrical, energy, manufacturing and servicing, and construction.

Tuition Reimbursement

TKCBE 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.

Subcontractors

Subcontractor Type	Subcontractor Name	City, State	Cost / %
Development	N/A	-	-
Administrative	N/A	-	-

Training Vendor(s)	City, State	Cost	Description of Service
A&H Safety and Environmental	Bakersfield, CA	\$70,000.00	A&H Safety and Environmental will provide industry specific training such as HAZWOPER, OSHA 10, and OSHA 30 to participating employers.

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Bidding and Negotiation Skills
- Business Development
- Communication Skills
- Contracts
- Estimating
- Lien Procedures
- Payroll Compliance
- Problem Solving & Decision Making
- Recordkeeping for Certified Payroll
- Recordkeeping & Documentation
- Social Media Advertising
- Time Management
- Written Safety Program Development

Commercial Skills

- Blueprint Reading
- Operational Techniques
- Solar And EV Charging Stations
- Equipment Operation
- Forklift Training
- Risk Assessments
- Emissions Monitoring
- Environmental Hazards
- Sampling
- Water And Assessments
- Waste Management
- Rigging
- Material Handling

Computer Skills

- Microsoft Office Applications (Intermediate And Advanced)
- Construction Software Applications
- Bluebeam
- Procore
- Fieldwire
- QuickBooks
- SAP

Hazardous Materials Skills

- Lead and Asbestos
- Hazardous Waste Management
- Silica and Dust Control

- Emissions and Air Permitting
- H₂S (Hydrogen Sulfide) in Oil and Gas Production
- Herbicide Applicator Training for Vegetation Management and Wildfire Protection
- Oil and Gas Remediation Processes
- Sampling, Monitoring, and Reporting
- Threatened and Endangered Species

HazWoper

- HazWoper

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: Tulare-Kings Counties Builders' Exchange, Inc.
Reference No: 24-0296

CCG No.: ET25-0188
Page 1 of 5

ALPHABETIZE BY COMPANY NAME

Company: A-C Electric Company

Priority Industry? Yes No

Address: 1035 W Murray Ave.

City, State, Zip: Visalia, CA 93291

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Contract: 15

Small Business? Yes No

Total # of full-time company employees worldwide: 300

Total # of full-time company employees in California: 300

Company: Alert-O-Lite

Priority Industry? Yes No

Address: 2436 Foundry Park Avenue

City, State, Zip: Fresno, CA 93706

Collective Bargaining Agreement(s): No

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

Small Business? Yes No

Total # of full-time company employees worldwide: 48

Total # of full-time company employees in California: 48

Company: David A. Bush, Inc. (dba Bush Construction)

Priority Industry? Yes No

Address: 518 N. Redington St.

City, State, Zip: Hanford, CA, 93230

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Contract: 16

Small Business? Yes No

Total # of full-time company employees worldwide: 80

Total # of full-time company employees in California: 80

Company: DKJ Architects

Priority Industry? Yes No

Address: 1736 S Central St,

City, State, Zip: Visalia, CA 93277

Collective Bargaining Agreement(s): No

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

Small Business? Yes No

Total # of full-time company employees worldwide: 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: Tulare-Kings Counties Builders' Exchange, Inc.
Reference No: 24-0296

CCG No.: ET25-0188
Page 2 of 5

Company: Dunn's Inc. Priority Industry? Yes No

Address: 303 N. Ben Maddox Way

City, State, Zip: Visalia, CA 93292

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Contract: 2 Small Business? Yes No

Total # of full-time company employees worldwide: 15

Total # of full-time company employees in California: 15

Company: Forcum/Mackey Construction Priority Industry? Yes No

Address: 15695 Jasmine Ave

City, State, Zip: Ivanhoe, CA 93235

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Contract: 4 Small Business? Yes No

Total # of full-time company employees worldwide: 12

Total # of full-time company employees in California: 12

Company: Holloway Construction, Inc Priority Industry? Yes No

Address: 13101 13th Road West

City, State, Zip: Hanford CA 93230

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Contract: 4 Small Business? Yes No

Total # of full-time company employees worldwide: 10

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

Company: HPS Plumbing Service Inc. Priority Industry? Yes No

Address: 3100 E Belle Terrace

City, State, Zip: Bakersfield, CA 93307

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Contract: 15 Small Business? Yes No

Total # of full-time company employees worldwide: 300

Total # of full-time company employees in California: 300

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: Tulare-Kings Counties Builders' Exchange, Inc.	CCG No.: ET25-0188
Reference No: 24-0296	Page 3 of 5

Company: Kings County Glass	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 419 E 7th St.	
City, State, Zip: Hanford, CA 93230	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 3	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 10	
Total # of full-time company employees in California: 10	

Company: Rainscape	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 1222 N Roseburg Ct.	
City, State, Zip: Visalia, CA 93291	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 11	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 50	
Total # of full-time company employees in California: 50	

Company: Robinson's Interiors	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 230 N. 11th Avenue	
City, State, Zip: Hanford, California 93230	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 7	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 35	
Total # of full-time company employees in California: 35	

Company: Seals Construction Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 9410 W Placer Ave	
City, State, Zip: Visalia, CA 93291	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 12	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 50	
Total # of full-time company employees in California: 50	

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: Tulare-Kings Counties Builders' Exchange, Inc.	CCG No.: ET25-0188
Reference No: 24-0296	Page 4 of 5

Company: Starace Mechanical	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 2144 E Pacific Ave.	
City, State, Zip: Tulare, CA 93274	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 4	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 7	
Total # of full-time company employees in California: 7	

Company: Teter A.E.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 125 S. Bridge Street, Suite 150	
City, State, Zip: Visalia, CA 93291	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 17	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees in California: 200	
Total # of full-time company employees worldwide: 200	

Company: The Glass Shop	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 2005 E Main St.	
City, State, Zip: Visalia, CA 93292	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 5	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 31	
Total # of full-time company employees in California: 31	

Company: Todd Companies	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 1701 Clancy Ct.	
City, State, Zip: Visalia, CA 93291	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 3	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 10	
Total # of full-time company employees in California: 10	

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: Tulare-Kings Counties Builders' Exchange, Inc.

CCG No.: ET25-0188

Reference No: 24-0296

Page 5 of 5

Company: Visalia Ceramic Tile

Priority Industry? Yes No

Address: 917 N American St Suite 100

City, State, Zip: Visalia, CA 93291

Collective Bargaining Agreement(s): No

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

Small Business? Yes No

Total # of full-time company employees worldwide: 54

Total # of full-time company employees in California: 54



Training Proposal for:
Valley Builders Exchange, Inc.
Contract Number: ET25-0198

Panel Meeting of: December 13, 2024

ETP Regional Office: Sacramento

Analyst: K. Mam

Project Profile

Contract Attributes:	HUA Priority Rate Retrainee SB < 100 SET	Industry Sector(s):	MEC Administrative and Support and Waste Management and Remediation Services Construction Finance and Insurance Other Services (except Public Administration) Professional, Scientific, and Technical Services Utilities
		Priority Industry:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Madera, Mariposa, Merced, Stanislaus, Tuolumne, San Joaquin	Repeat Contractor:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Turnover Rate:	≤ 20%	Managers/Supervisors: (% of total trainees)	≤ 20%

Funding Detail

Program Costs	+	Support Costs	=	Total ETP Funding
\$794,300		\$54,990		\$849,290

In-Kind Contribution:	50% of Total ETP Funding Required	\$1,159,000
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Training Plan Table

Job No.	Job Description	Estimated No. of Trainees	Range of Hours			Average Cost per Trainee	Post-Retention Wage
			Class / Lab	CBT	Weighted Avg:		
1	Priority Rate HUA Small Business SET Retrainee	128	8-200	0-0	65	\$1,946	\$18.00
2	Priority Rate Small Business SET Retrainee	69	8-200	0-0	65	\$1,946	\$30.75
3	HUA Small Business SET Retrainee	113	8-200	0-0	65	\$1,946	\$18.00
4	Small Business SET Retrainee	15	8-200	0-0	65	\$1,946	\$42.50
5	HUA SET Retrainee	130	8-200	0-0	65	\$1,668	\$18.00

*Post-Retention Wage is the Contractual Wage.

Published Minimum Hourly Wage by County:

- Job Number 1: \$16.91 per hour for Madera, Stanislaus, Merced counties
- Job Number 2: \$30.75 per hour for SET Priority Modified Wage
- Job Number 3: \$16.91 per hour for Madera, Stanislaus, and Merced counties
- Job Number 4: \$41.00 per hour for SET Standard Wage
- Job Number 5: \$16.91 per hour for Madera, Stanislaus, and Merced 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

Health Benefits may be used to meet the Post-Retention Wage as follows:

- Job Number 1: \$0.00
- Job Number 2: \$0.75
- Job Number 3: \$0.00
- Job Number 4: \$0.00
- Job Number 5: \$0.00

Wage Range by Occupation					
Occupations	Wage Range	Estimated number of trainees			
		Total	\$15 to \$20	\$20.01 to \$25	Over \$25.01
JOB NUMBER 1 - Priority Rate, HUA, Small Business, SET, Retrainee					
Forklift Operator	\$18.00 - \$28.00	7	4	3	0
Administrative Staff	\$18.00 - \$28.00	18	5	8	5
Construction Worker	\$20.00 - \$30.00	26	6	18	2
Welder	\$20.00 - \$30.00	10	2	7	1
Surveyor	\$25.00 - \$25.00	3	0	3	0
Electrician	\$25.00 - \$35.00	38	0	20	18
Plumber	\$25.01 - \$35.00	8	0	0	8
Safety Manager	\$25.01 - \$35.00	2	0	0	2
Heavy Equipment Operator	\$30.00 - \$45.00	9	0	0	9
Engineer	\$30.00 - \$48.00	3	0	0	3
Project Manager	\$35.00 - \$50.00	4	0	0	4
JOB NUMBER 2 - Priority Rate, Small Business, SET, Retrainee					
Heavy Equipment Operator	\$30.00 - \$45.00	12	0	0	12
Engineer	\$30.00 - \$48.00	3	0	0	3
Welder II	\$31.00 - \$48.00	10	0	0	10
Safety Manager II	\$31.40 - \$45.00	2	0	0	2
Construction Worker II	\$32.00 - \$38.00	18	0	0	18
Plumber II	\$33.25 - \$45.00	7	0	0	7
Electrician II	\$33.25 - \$45.00	14	0	0	14
Project Manager	\$35.00 - \$50.00	3	0	0	3
JOB NUMBER 3 - HUA, Small Business, SET, Retrainee					
Forklift Operator	\$18.00 - \$28.00	12	0	10	2
Administrative Staff	\$18.00 - \$28.00	8	4	2	2
Construction Worker	\$20.00 - \$30.00	32	10	20	2
Welder	\$20.00 - \$30.00	10	2	6	2
Surveyor	\$25.00 - \$25.00	5	0	5	0
Electrician	\$25.00 - \$35.00	22	0	12	10
Plumber	\$25.01 - \$35.00	11	0	0	11
Safety Manager	\$25.01 - \$35.00	3	0	0	3
Heavy Equipment Operator	\$30.00 - \$45.00	3	0	0	3
Engineer	\$30.00 - \$48.00	6	0	0	6
Project Manager	\$35.00 - \$50.00	1	0	0	1

Wage Range by Occupation					
Occupations	Wage Range	Estimated number of trainees			
		Total	\$15 to \$20	\$20.01 to \$25	Over \$25.01
JOB NUMBER 4 - Small Business, SET, Retrainee					
Heavy Equipment Operator II	\$42.50 - \$52.00	2	0	0	2
Engineer II	\$42.50 - \$52.00	12	0	0	12
Project Manager II	\$45.00 - \$55.00	1	0	0	1
JOB NUMBER 5 - HUA, SET, Retrainee					
Forklift Operator	\$18.00 - \$28.00	21	5	11	5
Administrative Staff	\$18.00 - \$28.00	4	2	1	1
Construction Worker	\$20.00 - \$30.00	28	10	17	1
Welder	\$20.00 - \$30.00	10	3	4	3
Surveyor	\$25.00 - \$25.00	12	0	12	0
Electrician	\$25.00 - \$35.00	26	0	8	18
Plumber	\$25.01 - \$35.00	12	0	0	12
Safety Manager	\$25.01 - \$35.00	4	0	0	4
Heavy Equipment Operator	\$30.00 - \$45.00	4	0	0	4
Engineer	\$30.00 - \$48.00	6	0	0	6
Project Manager	\$35.00 - \$50.00	3	0	0	3

Introduction

Founded in 1947 and headquartered in Modesto, Valley Builders Exchange, Inc. (VBE) (www.valleybx.com) offers education, networking opportunities and resources for businesses in the construction industry. VBE provides workshops, training opportunities, educational programs, and events to its members. Members include vendors, building suppliers, bankers and all contractors in the construction industry including electrical, building contractors, welding, engineers, and sheet metal. VBE covers six counties in the Central Valley including Madera, Mariposa, Merced, Stanislaus, Tuolumne, and San Joaquin counties. Training will take place at participating employers' worksites and training facilities throughout the six counties. This is VBE's first ETP project.

Veterans Program

The VBE has a great working relationship with the Veterans Department of the County of Stanislaus, Stanislaus Workforce Development, and the EDD and regularly participates in job fairs and recruitment fairs throughout the Central Valley. All participating employers market job vacancies to Veterans.

Project Details

The fastest population growth in California is occurring in the Central Valley. According to the California Department of Finance, Central Valley projects will add roughly five million residents due to the high costs of Bay Area and coastal areas in the state. With the limited trained construction workers in the Central Valley, it is becoming more difficult to fill skilled positions.

Construction businesses are taking on training its staff to improve skills and to help them learn new and innovative practices for their trade. VBE has identified the need to upskills its members and has implemented a training plan to ensure employers are up to date with new technologies. Participating employers have invested over \$300k on new equipment including CAD systems, robotics, and new heavy equipment. Training under this proposal will allow VBE to upskill its members in the construction workforce in order to remain competitive.

Training Plan

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

Business Skills: Training will be offered to all occupations. Training will focus on establishing project quotes. Training topics include Estimating, Contract Pitfall, and Permits and Regulations.

Commercial Skills: Training will be offered to Construction Workers, Electricians, Engineers, Forklift Operators, Heavy Equipment Operators, Plumbers, Project Managers, Safety Managers, Surveyors, and Welders. Training will focus on equipment operation. Training topics include Heavy Equipment Operation, Forklift Training, and Construction Job Site Preparation.

Computer Skills: Training will be offered to all occupations. Training will focus on participating employers' internal softwares. Training topics include Microsoft Office (Intermediate/Advanced), Upcoming Bluebeam, and Construction Application Software.

Hazardous Materials: Training will be offered to Construction Workers, Electricians, Engineers, Forklift Operators, Heavy Equipment Operators, Plumbers, Project Managers, Safety Managers, Surveyors, and Welders. Training will focus on handling hazardous materials. Training topics include Asbestos Removal and Environmental Hazards.

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.

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 \$41.00 to \$30.75). The Company requests this modification for trainees in Job Number 2.

The trainees in Job Numbers 1, 3, and 5 work in a High Unemployment Area (HUA), a region with unemployment exceeding the state average by at least 25%. The Company's locations in Stanislaus, Madera, and Merced counties 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. VBE is requesting a wage modification from \$22.55 per hour to \$18.00 per hour for about 100 trainees (Forklift Operator, Administrative Staff, Construction Worker, and Welder) in Job Numbers 1, 3, and 5.

Impact/Outcome

Trainees under this proposal may receive certificate of completion in the following:

- Forklift Certification

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, although varies by participating employers, is job specific and companywide and includes sexual harassment prevention, safety, legal compliance, product knowledge and on-the-job training.

➤ Training Infrastructure

The Executive Director with the support of three administrative staff, will be responsible for overseeing all training aspects of this project including roster collection and curriculum development. Training will be provided by in-house subject matter experts and external vendors as necessary. The Company has also retained the services of a third party administrator with extensive ETP administration experience to complete the project successfully including project coordination and tracking hours.

Marketing and Support Costs

VBE is requesting 8% support costs. VBE markets its program through flyers, tradeshow, and emails. VBE partners with many community training programs and workforce development agencies such as Modesto Chamber of Commerce, Turlock Chamber of Commerce, Patterson Chamber of Commerce, Stanislaus Latino Chamber of Commerce, Oakdale Chamber of Commerce, Opportunity Stanislaus, Stanislaus County Workforce Development, Modesto Junior College, Housing Authority, CSU Stanislaus and the Employment Development Department. Additionally, VBE is a member of the Merced Employer Advisory Council in partnership with both the Modesto and Merced EDD offices who support and help develop the training programs throughout the Central Valley.

Trainer Qualifications

VBE has a team of in-house subject matter experts with years of experience within each respective trade. VBE may utilize external vendors as needed.

Tuition Reimbursement

VBE 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.

Subcontractors

Subcontractor Type	Subcontractor Name	City, State	Cost / %
Development	Lourdes Uranday Consulting	Newman, CA	\$2,000
Administrative	Lourdes Uranday Consulting	Newman, CA	13% of Earned Amount

Training Subcontractors	City, State	Cost	Description of Service
To Be Determined	-	-	-

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Advanced Davis-Bacon
- Advanced Prevailing Wage
- California Public Works-Contractors and Awarding Bodies
- Communication Skills
- Comprehensive Overview of Federally Funded Construction Projects
- Compliance Requirements with Supplies
- Contract Pitfall
- Estimating
- Prevailing Wage 101
- Project Supervision to Ensure Compliance with Federal Building Regulations
- Permits and Regulations
- Understanding Public Works Wage Determinations

Commercial Skills

- Aerial Lifts
- Blueprint Reading
- Construction Job Site Preparation
- Demolition
- Electrical Safety
- Forklift Training
- Heavy Equipment Operation
- Heating, Ventilation, and Air Conditioning
- Project Management
- Robotics
- Scaffolding
- Scissor Lift Training

Computer Skills

- 3D Printing
- CAD Systems
- Construction Application Software
- Microsoft Office (Intermediate/Advanced)
- QuickBooks Pro
- Upcoming Bluebeam

Hazardous Materials Skills

- Airborne and Bloodborne Pathogens
- Asbestos Removal
- Environmental Hazards
- Safely Removing Mold

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: Valley Builders Exchange, Inc.	CCG No.: ET25-0198
Reference No: 24--0400	Page 1 of 4

ALPHABETIZE BY COMPANY NAME

Company: Amerine Systems, Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 10866 Cleveland Ave.	
City, State, Zip: Oakdale, CA 95361	
Collective Bargaining Agreement(s): no	
Estimated # of employees to be retrained under this Contract: 14	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 15	
Total # of full-time company employees in California: 15	
Company: Bestco Electric, Inc. DBA Best Electric	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 1322 7 th Street	
City, State, Zip: Modesto, CA 95354	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 48	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 90	
Total # of full-time company employees in California: 90	
Company: D.A. Wood Construction, Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 963 Shepard Court	
City, State, Zip: Oakdale, CA 95361	
Collective Bargaining Agreement(s): no	
Estimated # of employees to be retrained under this Contract: 35	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 37	
Total # of full-time company employees in California: 37	
Company: Don Pedro Pump	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: P.O. BOX 1038	
City, State, Zip: Hughson, CA 95326	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 28	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 32	
Total # of full-time company employees in California: 32	

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: Valley Builders Exchange, Inc.
Reference No: 24--0400

CCG No.: ET25-0198
Page 2 of 4

ALPHABETIZE BY COMPANY NAME

Company:	George Reed, Inc.	Priority Industry?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address:	P.O. BOX 4760		
City, State, Zip:	Modesto, CA 95352		
Collective Bargaining Agreement(s):	No		
Estimated # of employees to be retrained under this Contract:	149	Small Business?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide:	250		
Total # of full-time company employees in California:	250		
Company:	J.L. Bray & Son, Inc.	Priority Industry?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address:	P.O. BOX L		
City, State, Zip:	Salida, CA 95368		
Collective Bargaining Agreement(s):	No		
Estimated # of employees to be retrained under this Contract:	35	Small Business?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide:	37		
Total # of full-time company employees in California:	37		
Company:	Menghetti Construction, Inc.	Priority Industry?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address:	P.O. BOX 577516		
City, State, Zip:	Modesto, CA 95357		
Collective Bargaining Agreement(s):	No		
Estimated # of employees to be retrained under this Contract:	5	Small Business?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide:	6		
Total # of full-time company employees in California:	6		
Company:	Modesto Executive Electric, Inc.	Priority Industry?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address:	446 Charity Way, #1		
City, State, Zip:	Modesto, CA 95356		
Collective Bargaining Agreement(s):	No		
Estimated # of employees to be retrained under this Contract:	22	Small Business?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide:	24		
Total # of full-time company employees in California:	24		

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: Valley Builders Exchange, Inc.
Reference No: 24--0400

CCG No.: ET25-0198
Page 3 of 4

ALPHABETIZE BY COMPANY NAME

Company:	Nor-Cal Steel Structures	Priority Industry?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address:	1230 7 th Street		
City, State, Zip:	Modesto, CA 95354		
Collective Bargaining Agreement(s):	No		
Estimated # of employees to be retrained under this Contract:	10	Small Business?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide:	12		
Total # of full-time company employees in California:	12		
Company:	Paradigm Construction, Inc.	Priority Industry?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address:	1165 Scenic Drive, C2		
City, State, Zip:	Modesto, CA 95350		
Collective Bargaining Agreement(s):	No		
Estimated # of employees to be retrained under this Contract:	8	Small Business?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide:	9		
Total # of full-time company employees in California:	9		
Company:	Ross F. Carroll, Inc.	Priority Industry?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address:	P.O. BOX 1308		
City, State, Zip:	Oakdale, CA 95361		
Collective Bargaining Agreement(s):	No		
Estimated # of employees to be retrained under this Contract:	58	Small Business?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide:	80		
Total # of full-time company employees in California:	80		
Company:	Rubik Built LLC	Priority Industry?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address:	1004 Reno Ave.		
City, State, Zip:	Modesto, CA 95351		
Collective Bargaining Agreement(s):	No		
Estimated # of employees to be retrained under this Contract:	47	Small Business?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide:	62		
Total # of full-time company employees in California:	62		

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: Valley Builders Exchange, Inc.

CCG No.: ET25-0198

Reference No: 24--0400

Page 4 of 4

ALPHABETIZE BY COMPANY NAME

Company: Schweiger Plumbing, Inc.

Priority Industry? Yes No

Address: 11722 W. Larch Road

City, State, Zip: Tracy, CA 95304

Collective Bargaining Agreement(s): No

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

Small Business? Yes No

Total # of full-time company employees worldwide: 8

Total # of full-time company employees in California: 8



AGRICULTURAL INITIATIVE

Training Proposal for:

Wonderful Orchards LLC

Contract Number: ET25-0173

Panel Meeting of: December 13, 2024

ETP Regional Office: North Hollywood

Analyst: M. Niquet

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate HUA SET Ag Initiative	Industry Sector(s):	Agriculture Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Kern, Frenso	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: 827	U.S.:827	Worldwide: 827
<u>Turnover Rate:</u>	3%		
<u>Managers/Supervisors:</u> (% of total trainees)	N/A		

FUNDING DETAIL

In-Kind Contribution
\$535,088

Total ETP Funding
\$299,880

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 SET HUA	Business Skills, Computer Skills, Commerical Skills, Cont. Impr., Literacy Skills, Management Skills, Mfg. Skills	357	8-200	0	\$840	\$18.00
				Weighted Avg: 30			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: SET/HUA: \$16.91/hr. in Kern and Fresno 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.

Current Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Administrative Staff	\$18.00 - \$20.00	22
	\$25.01- \$28.00	23
Information Technology Technician	\$18.00 - \$20.00	3
	\$25.01 - \$28.00	10
Field Laborer	\$18.00 - \$20.00	100
	\$20.01 - \$25.00	59
Maintenance Worker	\$18.00 - \$20.00	11
	\$20.01 - \$25.00	40
Procurement/Finance Specialist	\$18.00 - \$20.00	20
	\$20.01 - \$25.00	19
Manager/Supervisor (Frontline)	\$25.01- \$28.00	50

INTRODUCTION

Founded in 1989 and headquartered in Shafter, Wonderful Orchards, LLC (Wonderful Orchards) (www.wonderfulorchards.com), plants and maintains pistachios, almonds, and pomegranates. The Company maintains the plants/orchards throughout their lifespan by watering, applying pesticides, herbicides, and nutrients. The nuts are transferred to trailers to be transported and sold to their sister company’s nut processing plant (Wonderful Pistachios & Almonds). Wonderful Orchard’s pomegranates are sold and transported to their sister company’s pomegranate

processing plant (Wonderful POM). The estimated amount of nuts and pomegranates delivered annually is 205 million pounds, respectively.

Wonderful Orchards has locations in Shafter, McKittrick, Firebaugh, Lost Hills, and Pasa Robles Training will take place at their Shafter, McKittrick, Firebaugh and Lost Hills locations. This will be Wonderful Orchard's first ETP Contract.

Veterans Program

Wonderful Orchards does not have a formal veterans program, but always welcomes veterans to apply to job postings.

PROJECT DETAILS

Wonderful Orchards is at the forefront of change in the agriculture space. Each year, the Company invests in new equipment with different usages, all requiring training. In the last two years, harvest equipment has been equipped with screens, requiring extensive training for the workers.

Additionally, as Wonderful Orchards has grown from a "small" farming company with minimal harvest crews to having 20+ crews planned for 2025, there has been an emphasis on continuous improvement in business processes, technologies, machinery, and leadership throughout the Company. Wonderful Orchards has standardized the way workers enter and exit the orchards and operate equipment. The Company has also introduced new applications such as Fulcrum in order to create different mobile applications to track metrics and evaluate at the field level. All implementations require training in process improvement, safe equipment operation, and to how to efficiently work with new electronic applications.

ETP funded training will allow the Company to improve overall training practices in order to build frontline worker's core competencies.

There are multiple active ETP Agreements under the Wonderful Company umbrella. Each Contract is managed and operates separately and independently.

- ET24-0316 Wonderful Pistachios & Almonds LLC approved for \$298,701 (4/29/2024-4/28/2026)
- ET24-0290 POM Wonderful LLC approved for \$295,780 (12/18/2023-12/17/2025)
- ET23-0338 The Wonderful Company LLC approved for \$172,040 (6/12/2023-6/11/2025)

Agriculture Initiative

There is a need to support pathways to quality jobs. Wonderful Orchards fills basic skills gaps in Vocational English as a Second Language and has introduced a "Mi Gente" program specifically designed to develop front-line workers into high-skilled workers. The program offers a variety of soft skill and technical trainings. The program is supported by the Company's yearly Employee Review, which aims to define gaps and needs. Wonderful Orchards also has a career progression model that is utilized for front-line workers.

Comprehensive training in new and emerging agriculture technologies, equipment, sustainable irrigation practices, and agriculture techniques will ensure that trainees have the skills they need to be successful and efficient in their roles, and also provides them with opportunities for career advancement and wage progression.

Training Plan

Training will be conducted via Classroom/Laboratory and E-Learning methods on the following:

Business Skills: This training will be offered to all occupations and will focus on improving and increasing employee skills to work more effectively and efficiently. Training topics include communication skills, conflict resolution, goal setting, customer service, and presentation skills.

Commercial Skills: This training will be offered primarily to Field Laborers, Maintenance Workers, Procurement/Finance Specialists, and Managers/Supervisors. Training in equipment inspection, operation and maintenance as well as training in irrigation and quality control will create a knowledgeable workforce that can efficiently complete a job to specifications.

Computer Skills: This training will be offered to all occupations to promote computer literacy and software system use. Training topics include computer literacy, smart devices literacy, computerized inventory, and database administration.

Continuous Improvement: This training will be offered to all occupations to increase productivity and product quality. Training topics include problem solving, team building, visual management, process mapping, and standard operating procedures.

Literacy Skills: This training will be offered to Maintenance Workers and Field Laborers. Trainees. They will receive English as a Second language training to improve communication and understanding on the job. Training will also include Vocational English as a Second Language.

Management Skills: This training will be offered to Managers and Supervisors and will focus on coaching, de-escalation skills, and emergency response.

Manufacturing Skills: This training will be offered to Maintenance Workers and Field Laborers and will focus on maintaining, operating and improving highly automated equipment and systems such as air conditioning, electrical equipment, hydraulics, ATV's, and mechanic computers.

Special Employment Training/HUA

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 work at one of the Company's two locations in Kern or Fresno. Both locations are in a High Unemployment Area (HUA), a region with unemployment exceeding the state average by at least 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. Wonderful Orchards is requesting a wage modification from \$30.75 per hour to \$18.00 per hour.

All trainees will need the wage modification.

Commitment to Training

Wonderful Orchards spend approximately \$25,000 annually for training at its California facilities. The Company's ongoing training includes introductory computer skills, safety skills, company policies and procedures, as well as new hire orientation. ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

Training is scheduled to begin upon Panel approval and will be delivered at each of the Company's designated training locations by in-house subject matter experts and vendors if needed. The Company's Human Resources Director will oversee the administration of this project with the assistance of a team of five trainers and one coordinator who will support administrative duties. This team will also travel to each location to provide training, secure rosters, and ensure ETP compliance.

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

- Communication Skills
- Goal Setting
- Conflict Resolution
- Time Management
- Negotiation Skills
- Goal Setting
- Budgeting/Finance interpretation
- Customer Service
- Handling Conflict
- Presentation Skills

Commercial Skills

- Equipment Operation
- Equipment Maintenance
- Equipment Inspection
- Food Safety
- Farming Best Practices
- Forklift Training
- Scissor Lift
- Cranes
- Backhoe
- Dozer
- Front End Loader
- Pace 360
- Irrigation Basics
- Irrigation – Scheduling
- Irrigation – Best Practices
- General Training (Safety – Heat/Farming Basics/ETC)
- Inventory Control
- Quality Control
- Transportation Systems
- Logistics and Transportation

Computer Skills

- Fulcrum
- Ticket Machines
- Computer Literacy
- Smart Devices Literacy
- Microsoft Excel (Advanced)
- Computerized Inventory
- Database Administration

- Microsoft Word (Intermediate)
- WOW Hub

Continuous Improvement Skills

- Problem Solving
- Team Building
- Lean Six Sigma
- Visual Management
- WOW 3.0 E-learning
- 5S
- Lean Sigma Six
- Culture Change
- Critical Thinking Skills
- Leadership Skills
- Measuring Team Performance
- Measuring for Success
- Process Mapping
- Standard Operating Procedures

Literacy Skills

- Basic English
- Vocational English as a Second Language

Management Skills (Managers/Supervisors/Leads Only)

- Coaching
- De-escalation Skills
- Emergency Response

Manufacturing Skills

- Air Conditioning I
- Air Conditioning II
- Electrical I
- Electrical II
- Electrical III
- Diagram I
- Hydraulics I
- Hydraulics II
- Air Brake System I
- ATV Training I
- Welding I
- Welding II
- Mechanic Computers I
- Mechanic Shop Essentials



Agriculture Initiative
Training Proposal for:
Crain Walnut Shelling, LP

Contract Number: ET25-0186

Panel Meeting of: December 13, 2024

ETP Regional Office: Sacramento

Analyst: J. Dongallo

Project Profile

Contract Attributes:	HUA Retrainee Agriculture Initiative	Industry Sector(s):	Agriculture, Forestry, Fishing and Hunting	
		Priority Industry:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Counties Served:	Tehama	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: 200	U.S.: 200	Worldwide: 200	
Turnover Rate:	5%			
Managers/Supervisors: (% of total trainees)	1%			

Funding Detail

In-Kind Contribution
\$500,000

Total ETP Funding
\$282,240

Training Plan Table

Job No.	Job Description	Estimated No. of Trainees	Range of Hours			Average Cost per Trainee	Post-Retention Wage
			Class / Lab	CBT	Weighted Avg:		
1	HUA Retrainee	170	8-200	0-0	60	\$1,440	\$16.91
2	Retrainee	26	8-200	0-0	60	\$1,440	\$22.55

*Post-Retention Wage is the Contractual Wage.

Published Minimum Hourly Wage by County:	
Job Number 1:	\$16.91 per hour for Tehama County.
Job Number 2:	\$22.55 per hour for Tehama County
Health Benefits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No This is employer share of cost for healthcare premiums – medical, dental, vision.	
Used to meet the Post-Retention Wage?: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Health Benefits may be used to meet the Post-Retention Wage as follows:	
Job Number 1:	\$0.91
Job Number 2:	\$2.50

Wage Range by Occupation					
Occupations	Wage Range	Estimated number of trainees			
		Total	\$15 to \$20	\$20.01 to \$25	Over \$25.01
JOB NUMBER 1 - HUA, Retrainee					
Sorters	\$16.00 - \$20.00	50	50	0	0
Laborers	\$16.00 - \$20.00	30	30	0	0
Field Worker	\$16.00 - \$20.00	20	20	0	0
Forklift Operators	\$16.00 - \$25.00	25	20	5	0
Quality Control Technicians	\$16.00 - \$25.00	13	10	3	0
Sanitation Techs	\$16.00 - \$25.00	6	5	1	0
Administration	\$16.00 - \$35.00	18	10	3	5
Machine Operators	\$20.00 - \$30.00	4	0	2	2
Mechanics	\$20.00 - \$40.00	4	0	3	1
JOB NUMBER 2 - Retrainee					
Quality Control Technicians	\$20.00 - \$25.00	2	0	2	0
Machine Operators	\$20.00 - \$30.00	8	0	6	2
Administration	\$20.00 - \$35.00	8	0	0	8
Supervisors	\$20.00 - \$40.00	2	0	1	1
Mechanics	\$20.00 - \$40.00	6	0	2	4

Introduction

Founded in 1982 and headquartered in Los Molinos, Crain Walnut Shelling, LP (CWS) (www.crainwalnut.com) is one of the largest family-owned producers, packers, and shippers of

English walnuts in California. As the leading industrial ingredient supplier of English walnuts in California, the Company maintains marketing agreements with over 500 growers to help meet supply and demand in both the United States and all major international markets. CWS produces English walnut products to local and international retail packers, grocery store chains, domestic and international bulk ingredient buyers, bakers, bakery supply distributors, ice cream manufacturers, cereal makers, multi-national food manufacturers, club, and big box stores. Training will be delivered at the Company's three facilities in Tehama County.

In addition, training will include these affiliates:
Crain Marketing, Inc. (Los Molinos, CA)
Burch Creek Farms (Los Molinos, CA)

This will be CWS's fourth ETP Contract and the fourth within the past five years.

Veterans Program

CWS actively recruits and hires Veterans through staffing/recruiting services, local workforce agencies such as CalJobs, and Facebook community groups. However, the Company did not specifically include a Veteran component in this proposal.

Project Details

The previous training focused on productivity and customer service initiatives to improve efficiency within CWS. The Company's current proposal will focus training on expanding product lines with newer equipment and processing space. CWS has also merged operations with its affiliates to provide a beginning to end walnut production process, from planting, farming, harvesting, processing, and shipping. It will additionally focus training on day-to-day operations to develop new strategies, increase short-term cost-saving opportunities, and improve performance to ensure operation infrastructures are aligned with quality customer service. The Company is developing adaptive and interactive platforms to manage costs and measure consumer needs and expectations. Training will ensure all regulatory changes are met while improving quality processes, outcomes and measures.

In addition, CWS is highly dependent on customized and specialized technologies. Therefore, the Company invested \$6 million in technology upgrades for new robotics and slicing lines. Training will focus on equipment upgrades to its Radiation/X-Ray Operations, Machine Guarding, Equipment Construction, and Receiving & Grading Techniques to ensure the best product is provided to meet the customer's needs.

Since CWS is located in a rural environment with limited access to skilled labor, the Company remains 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 Customer Service, Financial Literacy, Leadership, Inventory Control, Product Knowledge, Project Planning and Sales Skills will give trainees transferable skills while promoting the Company's culture.

Some training topics may be repeated from prior projects, and some trainees in this project participated in the previous contract. However, there will be no duplication of training in any course.

Agriculture (Ag) Initiative

CWS is focused on staff advancement by improving their skills in the Agricultural industry. This will be achieved by utilizing a variety of resources such as classes and workshops with local Ag associations, community colleges, or trade schools. Employees are encouraged to notify the Company when they are interested in other opportunities within CWS, so they can receive training and mentoring to help attain their desired goals.

In order to improve the quality of life for staff, the Company provides employees with a variety of opportunities to participate in leadership roles within the industry or community groups and providing health benefit packages to its employees and their families. In addition, CWS maintains an open door policy and encourages all employees to speak with management to discuss any concerns, feedback, questions, or other issues they may have with the option for employees to submit this anonymously if they prefer through surveys or lock boxes.

Training Plan

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

Business Skills: Training will be offered to all occupations and will focus on increasing customer service skills. Training topics include Customer Service, Financial Literacy, Financial Reporting, Inventory Control, Marketing, Project Knowledge, Project Planning and Sales Skills.

Commercial Skills: Training will be offered to all occupations, except Administration. Training will focus on improving manufacturing related processes. Training topics include Conveyance Systems, Electrical Systems, Equipment Construction, Fumigation Techniques, Good Manufacturing Practices (GMP), Laser Equipment/Settings, Logistics, Machine Guarding, Packing Techniques, Radiation/X-Ray Operations, Spudnik Operation and Welding.

Computer Skills: Training will be offered to Administration and Supervisors. Training will focus on existing software. Training topics include AutoCAD, CAP- Internal Software, Famous Software, Lumen Software, Kronos Software, MS - Office (Intermediate and Advanced), Solid Works 3D CAD.

High Unemployment Area

All trainees work in a High Unemployment Area (HUA), a region with unemployment exceeding the state average by at least 25%. The Company's locations in Tehama 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 pre-retention wages. CWS requests this wage modification for these trainees, from \$22.55 per hour to \$16.91 per hour for Job Number 1.

Approximately 145 Administration, Field Worker, Forklift Operators, Laborers, Quality Control Technicians, Sanitation Techs, and Sorters will need the wage modification.

Commitment to Training

The Company's annual training budget is approximately \$700,000 for training that includes compliance, performance management, and company procedures. The Company is committed to improving facility efficiencies and knowledge for all team members. ETP funds will not

displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

CWS has a structured training plan in place. The Company’s Human Resources Manager will oversee project administration with two Human Resource Generalists and several Managers and Supervisors assigned to handle training rosters and tracking performance. Training will be delivered by in-house experts and vendors as needed. In addition, CWS has retained a third party administrative subcontractor, Propel Consulting Group, to assist with the administrative requirements.

Prior COVID Performance

CWS had a prior ETP Contract, ET21-0283, under a COVID Pilot Program with a term from 5/17/2021 to 5/16/2023. The Contract amount for this project was \$200,000 and the Company was able to earn 100% of the funds.

Prior Projects

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

Contract No.	Term	Approved Amount	Payment Earned	
			\$	%
ET23-0122	08/01/22 - 07/31/24	\$226,550	\$0	(0%)
ET21-0152-000	08/10/20 - 08/09/22	\$186,760	\$159,995	(86%)

Based on ETP Systems, ET23-0122 has 20,367 reimbursable hours tracked for a potential earnings of \$226,550 (100% of approved amount). The Contractor is currently in the process of closing out this contract and projects final earnings of 100% based on all collected training data.

Subcontractors

Subcontractor Type	Subcontractor Name	City, State	Cost / %
Development	Propel Consulting Group	El Dorado Hills, CA	\$15,000
Administrative	Propel Consulting Group	El Dorado Hills, CA	13% of Earned Amount

Training Subcontractors	City, State	Cost	Description of Service
To Be Determined	-	-	-

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

Trainees may receive any of the following:

Business Skills

- Customer Service
- Financial Literacy
- Financial Reporting
- Inventory Control
- Leadership
- Marketing
- Problem Solving & Decision Making
- Product Knowledge
- Project Management
- Project Planning
- Sales Skills
- Web Design

Commercial Skills

- Conveyance Systems
- Electrical Safety
- Electrical Systems
- Equipment Construction
- Food Safety
- Forklift Training
- Fumigation Techniques
- Good Manufacturing Practices (GMP)
- Inventory Techniques
- Laser Equipment/Settings
- Lifts & Ladders
- Logistics
- Machine Guarding
- Mechanic Techniques
- Metal Detector
- Packing Techniques
- Painting Techniques
- Production Techniques
- Radiation/X-Ray Operations
- Receiving & Grading Techniques
- Sanitation Techniques
- Sheller Equipment Operations
- Shipping Operations
- Shop Equipment
- Spudnik Operation
- Truck & Tractor Operations
- Welding

Computer Skills

- AutoCAD
- CAP - Internal Software
- Famous Software
- Ignition Software
- Kronos Software
- Lumen Software
- Managers Plus Software For Maintenance
- MS - Office (Intermediate/Advanced)
- Solid Works 3D CAD



Agriculture Initiative
Training Proposal for:
Sutter Home Winery, Inc.

Contract Number: ET25-0196

Panel Meeting of: December 13, 2024

ETP Regional Office: Sacramento

Analyst: M. Sladewski

Project Profile

Contract Attributes:	Priority Rate Retrainee Seasonal SET Agriculture Initiative	Industry Sector(s):	Manufacturing	
		Priority Industry:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Counties Served:	Napa, San Joaquin, San Luis Obispo	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
Number of Employees in:	CA: 973	U.S.: 1,344	Worldwide: 1,348	
Turnover Rate:	12%			
Managers/Supervisors: (% of total trainees)	13%			

Funding Detail

In-Kind Contribution
\$1,124,400

Total ETP Funding
\$554,400

Training Plan Table

Job No.	Job Description	Estimated No. of Trainees	Range of Hours			Average Cost per Trainee	Post-Retention Wage
			Class / Lab	CBT	Weighted Avg:		
1	Priority Rate Retrainee	500	8-200	0-19	33	\$924	\$22.55
2	Seasonal Priority Rate SET Retrainee	100	8-200	0-19	33	\$924	\$20.05

*Post-Retention Wage is the Contractual Wage.

Published Minimum Hourly Wage by County:	
Job Number 1:	\$22.55 for Napa, San Joaquin, and San Luis Obispo Counties
Job Number 2:	\$16.91 for Napa, San Joaquin, and San Luis Obispo Counties
Health Benefits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No This is employer share of cost for healthcare premiums – medical, dental, vision.	
Used to meet the Post-Retention Wage?: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Health Benefits may be used to meet the Post-Retention Wage as follows:	
Job Number 1:	\$2.50
Job Number 2:	\$0.00

Wage Range by Occupation					
Occupations	Wage Range	Estimated number of trainees			
		Total	\$15 to \$20	\$20.01 to \$25	Over \$25.01
JOB NUMBER 1 - Priority Rate, Retrainee					
Vineyard Staff	\$20.05 - \$71.41	47	0	37	10
Winemaking Staff	\$20.05 - \$91.86	127	0	100	27
Operations Staff	\$20.05 - \$98.33	101	0	76	25
Administrative Staff	\$20.05 - \$99.66	50	0	40	10
Sales & Marketing Staff	\$20.60 - \$99.57	100	0	73	27
Manager/Supervisor	\$33.39 - \$68.75	75	0	0	75
JOB NUMBER 2 - Seasonal, Priority Rate, SET, Retrainee					
Vineyard Staff	\$20.05 - \$71.41	60	0	50	10
Winemaking Staff	\$20.05 - \$91.86	40	0	40	0

Introduction

Founded in 1946 and headquartered in Saint Helena, Sutter Home Winery, Inc. (Sutter Home) (<https://www.sutterhome.com/>) is a family-owned winery that produces more than 45 wine and spirit brands for distribution worldwide to retail vendors, restaurants, and direct to consumer sales. Training under this proposal will be for the Company’s five locations in American Canyon, Lodi, Napa, Paso Robles, and Saint Helena.

This is Sutter Home’s fourth ETP contract, and the second in the last five years.

Veterans Program

Sutter Home actively recruits Veterans by partnering with Veteran placement firms, including Cohen Partners: Strategic Military Placement, to recruit qualified military candidates. The Company also attends the Service Academy Career Conference (SACC) to recruit Service Academy graduates.

Project Details

Previous training focused on new equipment and technology, including a high-speed bottling line, advanced loading docks, and a Power Automated Systems (PAS) warehouse at the Lodi facility. The Company also expanded its Paso Robles location with new equipment to increase production. In this project, Sutter Home will expand its product line to meet the demand for alcohol-free products and upgrade its equipment to improve wine production efficiency. The Company has also invested \$3.5M on dealcoholization and related advanced technology equipment. This expansion requires training on the new dealcoholization processes and equipment, multi-line skills, and automation. Sutter Home will also focus training on leadership and teamwork development, and continue cross training on the various equipment purchased. This will allow employees to be upskilled so that they can promote from within the Company as other employees retire. There will be no duplication of training for trainees who participated in the previous Contract.

This project will also focus on the Agriculture Initiative, providing targeted skill development for seasonal and full-time Vineyard staff. Training will cover essential job skills, leadership, Lean efficiencies, and English literacy. To support this, Sutter Home has promoted a bilingual HR Manager to oversee the Agriculture initiative portion, translated training materials into Spanish, and identified bilingual instructors for the ESL training. ETP funds will improve workforce skills across the Company, and help the frontline and agricultural employees grow within Sutter Home.

Agriculture Initiative

Sutter Home is committed to helping workers advance in the Agriculture industry through training in machinery operation, safety, cross-training, and leadership skills. The Company's training plan focuses on upskilling, promoting from within, and training employees on how to operate and maintain the latest equipment. Additionally, Sutter Home aims to address basic literacy gaps by offering Literacy Skills, enabling workers to become highly skilled and follow standardized procedures effectively.

The Company supports employees' quality of life with comprehensive health benefits, matched 401K contributions, and profit sharing. Seasonal workers become eligible for medical benefits after six months, while returning workers receive coverage immediately starting their second year. Sutter Home promotes a safe work environment and opportunity for workers' voices to be heard. The Company has daily team meetings, access to bilingual HR Business Partners, and various channels for confidential feedback including HR onsite, online contacts, and anonymous suggestion boxes.

Training Plan

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

Business Skills: Training will be offered to all occupations. Training will provide skills to effectively and efficiently maintain business operations. Training topics include Brand and Product Knowledge, Customer Service, and Supply Chain Management.

Computer Skills: Training will be offered to all occupations. Training will provide skills to improve software skills. Training topics include Computer Literacy, Microsoft Teams, and PowerPoint Intermediate / Advanced.

Continuous Improvement: Training will be offered to all occupations. Training will provide skills to improve Company processes and eliminate waste. Topics include GEMBA, Lean Problem Solving, and Quality and Process Control.

Literacy Skills: Training will be offered to all occupations to improve English literacy for business operations. Training topics include Vocational English as a Second Language (VESL) and Vocational English.

Management Skills: Training will be offered to Managers/Supervisors. Training will provide leadership skills to develop strong management within the Company. Topics include Change Management, Performance Management, and Strategic Planning.

Manufacturing Skills: Training will be offered to all occupations, except Administrative Staff and Sales & Marketing Staff. Training will provide skills to properly operate equipment safely and efficiently. Topics include Alcohol Reduction and Single Pass Vacuum Distillation, Bottling Line Manufacturing, and Viticulture Training.

Productive Laboratory

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

PL-Manufacturing Skills training will be offered to Operations Staff, Seasonal Staff, Vineyard Staff and Winemaking Staff for 100 trainees. Topics are conducted in the classroom first to introduce trainees to machinery and concepts. Since factory equipment cannot be reproduced in a classroom setting, PL training is necessary to ensure safety and production standards are being met. This training will be at a much slower pace than regular production and will produce significantly higher defects as trainees gain proficiency. A subject-matter expert will conduct training. The trainer will first demonstrate how to use the equipment and then supervise trainees using the equipment. The trainer will attest to the trainee's competency once training is completed.

Training will be closely supervised with a 1:3 trainer-to-trainee ratio. Trainees first observe the trainer then practice the skills in teams of three, learning from questions and unexpected challenges during production. The final skill sign-off is conducted 1:1 to ensure proficiency. Sutter Home will provide up to 8 hours PL training for Job Numbers 1 and 2.

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 0-19 hours of CBT.

Electronic Recordkeeping/LMS

ETP staff has reviewed and approved the use of a Learning Management System for recordkeeping. Sutter Home will be using SAP for this training program.

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. For Seasonal Workers the minimum wage for retraining may be reduced down to the Reduced Standard Wage by up to 25% if the post-retention wage exceeds the wage before training. The Company is requesting a wage modification for Job Number 2 from \$30.75 per hour to \$20.05 per hour.

Sutter Home requests this wage modification for all trainees in Job Number 2. Pre-retention wages may be earned during the prior employment cycle or during training with the Contractor.

Seasonal Worker - Special Employment Training Retention Modification

Trainees in Job Number 2 fall under ETP's Seasonal Worker program. Sutter Home is in a seasonal industry that bases its operations on one or more cycles of crop production where the workforce expands by at least 50% and that it retains at least 50% of the employees for not less than 500 hours in the 12-month period preceding the end-of-training.

This qualifies the Company for a Seasonal Worker retention modification as follows: Employment retention period is not less than 500 hours within 12 months of the end-of-training with up to three employers in the crop-production industry, and the trainees need not be employed full-time during retention. Sutter Home requests this retention period for all trainees in Job Number 2.

Commitment to Training

The current annual training budget is approximately \$183,000 per facility for onboarding, HR policy training, and safety training.

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

➤ Training Infrastructure

Sutter Home has designated the Training and Development Manager to oversee the ETP Contract. There will also be a team of data administrators and instructors who will help with training, and maintaining and uploading rosters. Training is managed centrally using a Learning Management System (LMS) and an online training calendar. Training is delivered locally by in-house experts.

Prior Projects

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

Contract No.	Term	Approved Amount	Payment Earned \$ %
ET21-0200-000	11/02/20 - 11/01/22	\$450,915	\$450,915 (100%)

Subcontractors

Subcontractor Type	Subcontractor Name	City, State	Cost / %
Development	N/A	-	-
Administrative	N/A	-	-

Training Subcontractors	City, State	Cost	Description of Service
To Be Determined	-	-	-

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Accounting Principles
- Brand and Product Knowledge
- Budgeting and Cost Control
- Business Ethics
- Business Fundamentals
- Business Math
- Business Writing
- Communication Skills
- Customer Service
- Effective Meeting Management
- Facilitation Skills
- Financial Statements
- Influencing and Negotiation Skills
- Managing Change
- Managing Conflict
- Managing Decisions
- Managing Multiple Priorities
- Presentation Skills
- Project Management
- Shipping and Receiving Management
- Supply Chain Management
- SWOT (Strengths, Weaknesses, Opportunities, Threats) Analysis
- Team Building
- Time Management
- Train the Trainer
- Warehouse Management
- Wine Education
- Written, Verbal, and Non-Verbal Communication

Computer Skills

- Computer Literacy
- Excel Intermediate / Advanced
- Introduction to Computing
- Microsoft (MS) Office Suite (Intermediate / Advanced)
- Microsoft Teams
- MS Project Training
- MS Word Intermediate / Advanced
- PowerPoint Intermediate / Advanced
- SAP LMS Training
- SAP Systems Administration
- SharePoint Document Storage / Management

- Success Factors Training

Continuous Improvement Skills

- 5 Why and Root Cause Analysis
- 5S Methodology
- Creating Continuous Flow
- DMAIC (Define, Measure, Analyze, Improve, Control) Training
- Electrical Safety
- ENV Storm Water
- Forklift User Safety
- GEMBA
- Harvester and Gondola Safety
- Hot Work Compliance
- Kaizen Training
- Kanban Control
- Key Performance Indicators
- Lean Manufacturing
- Lean Problem Solving
- Lean Six Sigma
- LOTO User Compliance
- Night Safety
- Performance Documentation
- Process Safety
- Product Quality
- Production Site Compliance
- Quality and Process Control
- Safe Quality Food Certification
- Six Sigma
- Standardized Work
- Statistics
- Strategic Thinking
- Understanding Waste
- Value Add vs Non-Value Add Dynamic
- Value Stream Mapping
- Wine Industry Vocabulary for ESL
- Winemaking Essentials for ESL

Literacy Skills

- Basic Math
- Digital Literacy
- Vocational English as a Second Language (VESL)
- Vocational English

Management Skills (Managers/Supervisors/Leads Only)

- Change Management
- Coaching Skills and Leadership
- Developing High Performance Teams
- Dynamic Leadership Skills

- Employment Law Basics for People Managers
- Establishing Performance Objectives
- People Leadership
- Performance Management
- Positive Employee Relations
- Strategic Planning
- Supervisory Skills
- Talent Management

Manufacturing Skills

- Airtight Production Processing
- Alcohol Reduction and Single Pass Vacuum Distillation
- Bottling Line Maintenance
- Bottling Line Manufacturing
- Cart and Vertical Life (CTVL) Training
- Cold Stabilization Monitors and Trouble Shooting
- Dealcoholizing Equipment Maintenance & Trouble Shooting
- Degasification
- Effective Warehouse Management
- Environmental Precautions of Alcohol Storage and Transport
- Equipment Validation
- Fixed Crane and Hoist
- Forklift Driver Training
- Good Manufacturing Practices (GMP) Training
- Handling Removed Alcohol
- Harvester Maintenance and Repair
- Line Testing Training
- Machine Maintenance and Sanitation
- Membrane Maintenance, Installation, and Operation
- On-site Chemical Management
- Operation of the Heat Pump and Electric Boiler
- Problem Solving
- Production Worker Certification Process
- Refrigeration Training
- Reverse Osmosis Process during Production
- Rigging
- Rough Terrain Curricula
- Safe Quality Food (SQF) Training
- Sprayer / Duster Training
- UV-Vis Spectroscopy and Quality Control
- Vineyard Agricultural Tractors
- Viticulture Training

Productive Lab (Trainer-to-Trainee Ratio 1:3)

Trainees may receive any of the following:

Manufacturing Skills

- Bottling Line Manufacturing
- Problem Solving on the Bottling Line

Computer-Based Training

Trainees may receive any of the following:

Continuous Improvement Skills

- 5S Introduction (1 hour)
- Accident Investigation (45 mins)
- Carbon Dioxide Specific Hazcom (25 mins)
- Corrosives and Irritants (30 mins)
- DMAIC Problem Solving Introduction (1 hour)
- Food - Certified Professional Food Manager (30 mins)
- Gas Monitor Usage (25 mins)
- Harvester Safety and Operation (30 mins)
- High-Impact Communication: Shaping Your Message (30 mins)
- Hot Work / Welding Safety (25 mins)
- Laser Safety Specific Hazcom (30 mins)
- Lean Manufacturing Introduction (1 hour)
- Ozone Specific Hazcom (20 mins)
- Process Safety Management (40 mins)
- Radiation Safety – Awareness (30 mins)
- Risk Management Training (1 hour)
- SAP Navigation Overview (1 hour)
- SAP Qualification (1 hour)
- Shop Safety (30 mins)
- Sprayer / Duster Training (40 mins)
- Standardized Work Introduction (1 hour)
- Tractor and Gondola Safety (30 mins)
- Velcorin Spill Team Training (20 mins)
- Water Distribution Systems Operations (25 mins)

Management Skills (Managers/Supervisors/Leads Only)

- A Basic Grounding in Effective People Management (1 hour)
- Communicating - Connecting to Your People (30 mins)
- Day-to-Day Management of a Planned Change (30 mins)
- How to Run Meetings Efficiently (30 mins)
- Leading a Brainstorming Session (30 mins)
- Supporting Your Team Members Through Change (30 mins)



**Critical Proposal for:
Anduril Industries, Inc.**

Contract Number: ET25-0146

Panel Meeting of: December 13, 2024

ETP Regional Office: North Hollywood

Analyst: J. Garcia

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate	Industry Sector(s):	Other Professional, Scientific Technology
Counties Served:	Orange	Repeat Contractor:	Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Number of Employees in:	CA: 1,310	U.S.: 2,643	Worldwide: 2,753
<u>Turnover Rate:</u>	2%		
<u>Managers/Supervisors:</u> (% of total trainees)	13%		

FUNDING DETAIL

In-Kind Contribution
\$2,508,574

Total ETP Funding
\$831,040

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	Comm'l. Skills, Business Skills, Cont. Impr., HazMat, Computer Skills, Mgmt. Skills, Mfg. Skills	742	8-200	0-11	\$1,120	\$26.00
				Weighted Avg: 40			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: \$22.55 per hour for Orange County

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

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

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

Current Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Machine Operators	\$26.00 - \$40.00	3
Architects	\$96.15 - \$148.56	15
Business Operations Staff	\$57.69 - \$95.19	57
Engineers	\$57.69 - \$121.15	466
Managers and Supervisors	\$51.92 - \$112.98	70
Quality Staff	\$26.00 - \$40.00	14
Robotics Engineers	\$76.92 - \$115.00	20
Safety Staff	\$33.65 - \$64.90	2
Supply Chain and Logistics Staff	\$29.32 - \$43.75	15
Technical Program Managers	\$76.92 - \$115.38	30
Technicians	\$26.90 - \$46.15	50

CRITICAL PROPOSAL

Anduril Industries, Inc. (Andruil) is designated as a “Critical Proposal” recommended by the Governor’s Office of Business and Economic Development.

With the new contracts and continued forecasted growth, Anduril's 2024-2025 hiring plan is to hire 962 employees in California. Currently, the Company has 464 jobs posted on their website, 265 of which are Costa Mesa positions. The Company successfully hired 1,000 employees in 2023, demonstrating their ability to meet this target.

Anduril seeks California Employment Training Panel (ETP) resources through a Critical Proposal, to support a significant and immediate workforce expansion. Based on best practices and lessons learned from previous ramp-up efforts, a strategic training plan will be implemented. Each new employee will require approximately 40 hours of industry and function specific training, which includes foundational training in the Company's AI software. Anduril's family of systems is powered by Lattice OS, an AI-powered operating system that turns thousands of data streams into a real-time, 3D command and control center. Additionally, production employees will require additional training related to manufacturing processes, and high-tech production tools and equipment.

INTRODUCTION

Founded in 2017 and headquartered in Costa Mesa, Anduril (<https://www.anduril.com/>), is a defense technology company that delivers highly-performant, software-defined capabilities with a mission to transform U.S. and allied military capabilities by combining software expertise with a rapid and differentiated approach to hardware development and manufacturing.

Anduril's headquarters is a five-building campus that spans approximately 639,206 square feet and sits on approximately 21 acres of land. Anduril's products, demonstrations, related commerce, and workforce enables California to remain a hub for the aerospace and defense industry which plays a critical role in the state's economy directly, indirectly, and via induced jobs and economic impact.

This will be Anduril's first ETP Contract. Training will take place in Costa Mesa, Santa Ana and Irvine. Anduril's additional locations in Mountain View, Santa Ana, and San Juan Capistrano with additional U.S. locations in Boston and Quincy, Massachusetts, Atlanta, Georgia, McHenry, Mississippi, West Lafayette, Indiana, and Raleigh, North Carolina. International facilities are located in London, England, United Kingdom and Sydney, New South Wales, Australia.

Veterans Program

Anduril employs veterans and works with Veteran organizations, local workforce, and recruiting partners to provide outreach to Veterans regarding open positions and employment. Currently, 9% of the Company's workforce are veterans.

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

In early 2024, the U.S. Air Force announced that Anduril was selected as one of two vendors to move forward on the Collaborative Combat Aircraft (CCA) program, a \$1B contract that lasts until early 2032. Over the next phase, Anduril will design, manufacture, and test production. Additionally, the U.S. Navy awarded Anduril a contract that will move the Dive family of large-diameter autonomous underwater vehicles (AUVs) into the hands of sailors this year. Further, the Company is working on Ghost Shark, an extra-large autonomous undersea vehicle (XL-AUV), which is part of a \$100 million project in collaboration with the Australian Defense Department.

In 2023, Anduril upgraded many of its existing products with new or enhanced capabilities and pushed those updates directly to warfighters. The Company also launched several exciting new products, including:

- Lattice for Mission Autonomy: end-to-end software platform that allows humans to employ autonomous systems;

- Ghost-X: increases payload capacity and enhanced flight performance;
- Anvil-M: explosive munitions variant of autonomous Anvil interceptor drone;
- Fury: air vehicle with fighter-like performance;
- Roadrunner: autonomous air vehicle with vertical takeoff-and-landing capability;
- Roadrunner-M: a high-explosive that can rapidly identify, intercept, and destroy aerial threats.

Training will provide staff with the advanced technology skills and defense contracting knowledge necessary to perform their job duties in a growing and fast paced environment. Currently, employees have a training allowance and must seek external training. ETP funding will help establish a formal internal training program that can be improved upon and enhanced as Anduril grows and expands.

Training Plan

Training will be conducted via Class/Lab and E-Learning delivery methods as outlined below:

Business Skills: Training will be offered to Business Operations Staff, Managers and Supervisors, Supply Chain and Logistics Staff and Technical Program Managers. Training includes Data Analysis, Government Contractor Code of Conduct, Legal Training, Security Training and Unclassified Data Handling.

Commercial Skills: Training will be offered to all occupations and include Aerospace and Defense Industry, Air Dominance and Strike, Artificial Intelligence, Counter Intrusion, and Security Services.

Computer Skills: Training will be offered to all occupations and include Information Technology Setup, Information Security and Networking Technology.

Continuous Improvement: Training will be offered to Business Operations Staff, Engineers, Managers and Supervisors, Quality Staff, Safety Staff, Technical Program Managers and Technicians. Training will include Process Improvement, Process Inspection and Root Cause.

Management Skills: Training will be offered to Managers and Supervisors and will include Building Organizational Capacity, Coaching Skills, Leadership Development and Recruiting and Hiring.

Manufacturing Skills: Training will be offered to Machine Operators, Engineers, Robotics Engineers and Technicians. Training will include Equipment Operation.

Hazardous Materials: Training will be offered to Machine Operators, Engineers, Robotics Engineers, Safety Staff, Supply Chain and Logistics Staff, Technical Program Managers, and Technicians. Training will include Hazardous Analysis and Critical Control Points, and Hazardous Waste.

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 0-11 hours of CBT.

Commitment to Training

Anduril current CA training budget is approximately \$1,950,000 annually and includes commercial, business, continuous improvement, hazardous materials, computer, management, and manufacturing skills.

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

➤ Training Infrastructure

Anduril has retained a third party administrator, Economic Incentives Advisory Group, to ensure that all aspects of the project meets the contract terms and funding is utilized. The following staff will be charged with meeting program targets:

- A Sr. Manager will be responsible for keeping the executive team engaged in the project's progress
- A CPA/Tax Admin will be responsible for program oversight and guidance and will be responsible for meeting with ETP staff.
- The training team will manage training tracking at approved trainings, providing sign in sheets and reports monthly to the consulting team supporting administration/tracking; and will be responsible for meeting with department leaders to customize learning and development curriculum and schedules.
- HR Generalist and HRIS team will be responsible for running necessary employee data reports to provide to the consulting team supporting administration/tracking.
- Multiple internal trainers, managers, supervisors and vendors (as needed) will deliver training and subsequent assessments.
- Economic Incentives Advisory Group will assign a three-member team to support the implementation, compliance, reporting and reimbursements for the contract. The team will: act as liaison with the ETP reporting analyst; participate in site visits; collect training recourse and trainee data; enter the data in the ETP system; advise on invoicing and prepare invoices for reimbursement; and provide status reports to Anduril staff.

DEVELOPMENT SERVICES

Economic Incentives Advisory Group in Phoenix, AZ assist with development of this proposal for a flat fee of \$25,000.

ADMINISTRATIVE SERVICES

Economic Incentives Advisory Group 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

- Business Communication
- Customer Relations
- Data Analysis
- Government Contractor Code of Conduct
- Growth, Customers & Accounts
- Legal Training
- Project Management
- Proposals & Capture
- Protecting Customer Information & Data
- Security Training
- Supervisory Skills
- Unclassified Data Handling

Commercial Skills

- Aerospace & Defense Industry
- Air Defense
- Air Dominance and Strike
- Altius
- Artificial Intelligence
- Autonomous Underwater Vehicles (AUVs)
- Collaborative Combat Aircraft (CCA)
- Counter Intrusion
- Facility Flow and Functions
- Ghost
- JADC2 (Joint All-Domain Command and Control)
- Lattice
- Maritime
- Practical Export Controls for Engineers
- Product Knowledge
- Security Services
- Trade Controls

Computer Skills

- CTS Orientation
- Information Technology Setup
- Information Security
- Networking Technology

Continuous Improvement Skills

- Process Improvement
- Process Inspection

- Quality and Environmental, Health & Safety (EHS)
- Root Cause

Hazardous Materials Skills

- Hazard Analysis and Critical Control Points
- Hazardous Waste

Management Skills (Managers/Supervisors/Leads Only)

- Building Organizational Capacity
- Coaching Skills
- Leadership Development
- Recruiting and Hiring
- Reporting

Manufacturing Skills

- Equipment Operation

Computer-Based Training

Trainees may receive any of the following:

Business Skills

- Battery Safety Overview (.5 hours)
- Business Travel (.5 hours)
- CTS (Capistrano Test Site) Orientation (4 hours)
- Foreign Corrupt Practices Act (FCPA) (.5 hours)
- Government Contractor Code of Conduct (.5 hours)
- Practical Export Controls for Engineers (.75 hours)
- Proposals & Capture (1 hour)
- Protecting Customer Information & Data (1.5 hours)
- Security Training (.5 hours)
- Trade Controls (.5 hours)
- Unclassified Data Handling (.75 hours)



Training Proposal for:

Glendale Community College Professional Development Center

Contract Number: ET25-0150

Panel Meeting of: December 13, 2024

ETP Regional Office: North Hollywood

Analyst: M. Niquet

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate SB <100	Industry Sector(s):	MEC Manufacturing Aerospace Related Biotechnology/Life Sciences Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Los Angeles, Orange, Riverside, San Bernardino, San Diego	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Turnover Rate:	≤20%		
Managers/Supervisors: (% of total trainees)	≤20%		

FUNDING DETAIL

Program Costs	+	Support Costs	=	Total ETP Funding
\$746,400		\$51,714 8%		\$798,114

In-Kind Contribution:	50% of Total ETP Funding Required	\$973,749
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TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Priority Rate	Business Skills, Computer Skills, Cont. Imp., Mfg. Skills	282	8-200	0	\$1,497	\$22.55
				Weighted Avg: 50			
2	Retrainee SB<100	Business Skills, Computer Skills, Cont. Imp., Mfg. Skills	246	8-200	0	\$1,497	\$22.55
				Weighted Avg: 50			
3	Retrainee	Business Skills, Computer Skills, Cont. Imp., Mfg. Skills	6	8-200	0	\$1,200	\$22.55
				Weighted Avg: 50			

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

Minimum Wage by County: Job Numbers 1-3: \$23.15 per hour for Los Angeles, \$22.55 per hour for Orange, Riverside, and San Bernardino Counties and \$22.72 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
 Participating employers may use up to \$2.50 per hour in health benefits to meet the Post-Retention Wage for Job Numbers 1-3.

Current Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Numbers 1 and 2:		
Accounting Staff	\$22.55 - \$25.00	2
	\$25.01- \$100.00	19
Customer Support Staff	\$22.55 - \$25.00	5
	\$25.01- \$100.00	38
Design & Engineering Staff	\$22.55 - \$25.00	2
	\$25.01- \$100.00	51
Information Technology Staff	\$22.55 - \$25.00	1
	\$25.01- \$100.00	6
People Operations Staff	\$22.55 - \$25.00	7
	\$25.01- \$100.00	53
Production Staff	\$22.55 - \$25.00	43
	\$25.01- \$100.00	176
Shop Floor Staff	\$22.55 - \$25.00	26
	\$25.01 - \$100.00	51
Manager/Supervisor	\$28.00 - \$100	40
Owner (Job Number 2 for Small Business only)	N/A	8

Job Number 3:		
Accounting Staff	\$22.55 - \$25.00	1
Customer Support Staff	\$25.01- \$100.00	1
Design & Engineering Staff	\$25.01- \$100.00	1
People Operations Staff	\$25.01- \$100.00	1
Production Staff	\$25.01- \$100.00	1
Shop Floor Staff	\$25.01- \$100.00	1

INTRODUCTION

Established in 1985, Glendale Community College Professional Development Center (PDC) (www.pdcfgcc.com) provides customized, job-specific training for businesses and workers. PDC is the workforce development division of Glendale Community College, a public community college granting certificates and associate degrees. The College serves people from a variety of geographical areas but primarily serves a diverse population in the Greater Los Angeles region. 75% of training will be delivered at PDC’s campus as well as facilities identified by participating employers in Los Angeles, Orange, San Diego, Riverside and San Bernardino Counties. This will be PDC’s 45th ETP Contract, and the seventh within the last five years.

Veterans Program

Although there is no Veterans component in this proposal, PDC participates in Veterans Job Fairs with the Valley Economic Alliance (VEA), Verdugo Workforce Development Board (VWDB), and Glendale Tech Week. PDC also works with the college’s Veterans Outreach Center to connect Veterans to its participating employers. Some participating employers also have a hiring preference for Veterans, have Veterans on staff, and may include Veterans in the proposed trainee population.

Core Group of Employers

PDC submitted a core group of 34 participating employers representing over 100% of the requested funding of which are Panel-recognized priority industries in manufacturing, aerospace, biotechnology and life sciences, and other companies facing out-of-state competition. More than half of the participating employers are small businesses in nature. Some participating employers may be non-priority in nature.

PROJECT DETAILS

Employer Demand

Participating employers are expressing their need for ETP funded training as they face out-of-state competition and challenges brought on by advancements of technology and industry competition. Post pandemic, many employers are prioritizing operations to meet new market demands, product development, supply chain, technology changes, employee retention and promotional needs. Employers are upgrading equipment, acquiring new software, and changing processes to stay competitive in their industry and this requires worker upskilling to keep up with operations and production in order to be more productive, stay lean, and increase efficiency. ETP training funds will assist in retraining workers for companies who face out-of-state competition and will lead to a more productive workforce in California.

Training Plan

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

Business Skills: Training will be offered to all occupations in order to improve customer service and relations, communication skills and to work collaboratively in an effort to improve overall productivity in the workplace.

Computer Skills: Training will be offered to all occupations and will improve computer skills in various occupations within the workplace.

Continuous Improvement: Training will be offered to all occupations and will focus on improving daily processes while working more efficiently to reduce errors and operating costs. Training topics will include APICS; Kaizen; Lean Six Sigma; project, quality and time management; and Statistical Process Control.

Manufacturing Skills: Training will be offered to many Staff and will focus on CMM Application, CNC Programming, Geometric Dimensioning and Tolerancing, Lean Manufacturing, Logistics and Shipping, Production Manufacturing and Operating Skills, and Shop Math and Blueprint Reading.

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 of participating employers. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

PDC's Director will oversee the implementation and administration of this project. There are five full-time staff members who are very knowledgeable of the program having participated in administering prior ETP projects. They will be responsible for employer recruitment, needs assessments, scheduling training, and ETP Contract administration. All training will be provided by PDC instructors who are qualified to deliver training in their respective industries. These trainers have real world experience and degrees/credentials to certify their knowledge and teaching abilities.

Curriculum Development

The core curriculum has been developed by PDC over the last 39 years with input from participating employers and members of the Career Technical Education Task Force, Valley Industrial Commerce Association, Economic Alliance of the San Fernando Valley, and Verdugo Workforce Development Board.

The curriculum is continually revised according to the demands and feedback of the participating employers. PDC determines participating employers' specific demands for training based on a pre-training structured assessment and screening process. All classes are project-based while focusing on real world applications.

When applicable, labor organizations are involved in the development of the curriculum and training plans. PDC trainers work closely with the labor representatives and the employer to ensure that the training meets the goals and objectives set forth by the union.

Training Agency Certification

Training agency eligibility requires certification by an independent third-party, as required for the type of school and course of study. PDC is approved by Accrediting Commission for Community and Junior Colleges Western Association of Schools and Colleges.

Marketing and Support Costs

To identify specific training needs of the business community, PDC continuously markets its training programs in a variety of ways including employer site visits, email announcement, flyers, telephone calls, direct mail, and through the PDC website.

PDC requests 8% support costs. Glendale PDC is a member of several organizations including five local Chambers of Commerce, Economic Alliance of the San Fernando Valley, Los Angeles Economic Development Corporation, Valley Industrial Commerce Association, and the Society of Manufacturing Engineers. PDC also has strong partnerships with the Verdugo Workforce Development Board, Association for Operations Management, and the Small Business Administration to promote ETP-funded training for California businesses. Within these large networks of employers, Glendale PDC markets the delivery of customized training programs through community outreach, presentations, and forums at local meetings, seminars, and tradeshow. All programs are customized to meet the needs of each participating employer.

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 COVID Performance

PDC has a prior ETP Contract under the COVID Pilot project (ET21-0281) with a term of 04/08/2021 to 04/07/2023 in which it earned 100% of the total funding amount of \$100,000. Training focused on newly hired employees only and included essential workplace safety and related protocols in order to re-enter the workforce. Training included best practices and safety requirements needed for manufacturing goods in a COVID safe and approved environment.

ACTIVE PROJECTS

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

Contract No.	Approved Amount	Term	No. Trainees (Estimated)	No. Retained	Potential Earnings (Based on Tracked Hours) (\$ %)
ET23-0356	\$599,370	06/30/23-06/29/25	612	0	\$599,370 (100%)

Based on the ETP Systems, 595 trainees started training with 26,416.50 reimbursable hours for potential earnings of \$599,370 (100% of approved amount). The Contractor projects final earnings of 100% based on training currently committed to by employers and in progress through June 2025

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 \$ %
ET22-0191 (CCCF)	Statewide	12/31/21- 03/31/24	\$1,020,780	\$1,020,780 (100%)
ET20-0342	Statewide	05/19/20- 05/18/22	\$749,926	\$749,926 (100%)
ET19-0266	Statewide	10/01/18- 03/29/21	\$1,759,897	\$1,759,897 (100%)
ET18-0123	Statewide	08/29/17- 08/28/19	\$949,380	\$948,894 (99%)

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:

Business Skills

- Change Management
- Communication Skills
- Customer Relations
- Coaching Skills
- Performance Management Skills
- Problem Solving Skills

Computer Skills

- MasterCAM for Milling and Turning Center Application
- Microsoft Excel (Intermediate-Advanced)
- Microsoft Office Suite (Intermediate-Advanced)
- Quickbooks and Accounting Software

Continuous Improvement Skills

- APICS
- Internal Quality Management Systems
- Kaizen 7S
- Leadership Skills
- Lean Six Sigma
- Project Management
- Quality Engineering
- Root Cause and Corrective Action
- Statistical Process Control
- Time Management

Manufacturing Skills

- CMM Application in PC-DMIS Software Level 1
- CMM Application in PC-DMIS Software Level 2
- CNC Programming and Setup with MasterCAM
- CNC Programming for the CNC Mill
- Geometric Dimensioning and Tolerancing
- Lean Manufacturing
- Logistics and Shipping
- Production Manufacturing and Operating Skills
- Shop Math and Blueprint Reading

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: Glendale Community College PDC

CCG No.: ET25-0150

Reference No: 24-0548

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ALPHABETIZE BY COMPANY NAME

Company: Allan Aircraft Supply Co. LLC	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 11643 Vanowen Street	
City, State, Zip: North Hollywood, CA 91605	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 6	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 97	
Total # of full-time company employees in California: 97	
Company: Avibank Manufacturing Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 11500 Sherman Way	
City, State, Zip: North Hollywood, CA 91605	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 20	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 290	
Total # of full-time company employees in California: 290	
Company: Barry Avenue Plating Company, Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 2210 Barry Avenue	
City, State, Zip: Los Angeles, CA 90064	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 28	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 98	
Total # of full-time company employees in California: 98	
Company: Bulldog Audio Inc. dba Royer Labs	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 2711 W. Empire Avenue	
City, State, Zip: Burbank, CA 91504	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 3	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 15	
Total # of full-time company employees in California: 15	

Participating Employers in Retrainee Multiple Employer Contracts

Self-reported listing of potential employers participating in the contract

Contractor's Name: Glendale Community College PDC

CCG No.: ET25-0150

Reference No: 24-0548

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ALPHABETIZE BY COMPANY NAME

Company: Campo Design Group LLC dba Fire On The Mesa	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 6650 La Contenta Rd	
City, State, Zip: Yucca Valley, CA 92284	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 1	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 4	
Total # of full-time company employees in California: 4	
Company: Clean Water Technology, Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 13008 S. Western Ave.	
City, State, Zip: Gardena, CA 90249	
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: 26	
Total # of full-time company employees in California: 26	
Company: Chapman/Leonard Studio Equipment Inc. dba C/L Enterprises	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 12950 Raymer St.	
City, State, Zip: North Hollywood, CA 91605	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 10	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 13	
Total # of full-time company employees in California: 13	
Company: Coronado Manufacturing	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 8991 Glenoaks Avenue	
City, State, Zip: Sun Valley, CA 91352	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 5	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 45	
Total # of full-time company employees in California: 45	

Participating Employers in Retrainee Multiple Employer Contracts

Self-reported listing of potential employers participating in the contract

Contractor's Name: Glendale Community College PDC

CCG No.: ET25-0150

Reference No: 24-0548

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ALPHABETIZE BY COMPANY NAME

Company: Eaton Aerospace LLC	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 4690 Colorado Blvd.	
City, State, Zip: Los Angeles, CA 90039	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 11	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 90,000	
Total # of full-time company employees in California: 260	
Company: FMI Aerostructures dba Forrest Machining LLC	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 27756 Avenue Mentry	
City, State, Zip: Valencia, CA 91355	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 48	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 222	
Total # of full-time company employees in California: 222	
Company: G & H Precision Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 11950 Vose St.	
City, State, Zip: North Hollywood, CA 91605	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 1	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 8	
Total # of full-time company employees in California: 8	
Company: Genvivo Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 475 Huntington Drive	
City, State, Zip: San Marino, CA 91108	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 12	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 61	
Total # of full-time company employees in California: 61	

Participating Employers in Retrainee Multiple Employer Contracts

Self-reported listing of potential employers participating in the contract

Contractor's Name: Glendale Community College PDC

CCG No.: ET25-0150

Reference No: 24-0548

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ALPHABETIZE BY COMPANY NAME

Company: Glenair Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 1211 Air Way	
City, State, Zip: Glendale, CA 91204	
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
Total # of full-time company employees worldwide: 1854	
Total # of full-time company employees in California: 1813	
Company: Haskell International Inc./Ingersoll Rand	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 100 E. Graham Place	
City, State, Zip: Burbank, CA 91502	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 12	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 1500	
Total # of full-time company employees in California: 104	
Company: Hydra Electric Company	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 3151 Kenwood Street	
City, State, Zip: Burbank, CA 91505	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 20	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 181	
Total # of full-time company employees in California: 181	
Company: KL Coatings Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 16463 Phoebe Avenue	
City, State, Zip: La Mirada, CA 90638	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 8	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 19	
Total # of full-time company employees in California: 19	

Participating Employers in Retrainee Multiple Employer Contracts

Self-reported listing of potential employers participating in the contract

Contractor's Name: Glendale Community College PDC

CCG No.: ET25-0150

Reference No: 24-0548

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ALPHABETIZE BY COMPANY NAME

Company: Klune Industries Inc. dba PCC Aerostructures North Hollywood	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 7323 Coldwater Canyon Drive	
City, State, Zip: North Hollywood, CA 91605	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 23	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 200	
Total # of full-time company employees in California: 200	
Company: L.A. Gauge Company Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 7440 San Fernando Road	
City, State, Zip: Sun Valley, CA 91352	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 9	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 77	
Total # of full-time company employees in California: 77	
Company: Lockwood Industries dba Fralock Holdings	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 28525 W. Industry Drive	
City, State, Zip: Valencia, CA 91355	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 22	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 164	
Total # of full-time company employees in California: 160	
Company: Meggitt (North Hollywood) Inc. dba Parker Meggitt	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 12838 Saticoy Street	
City, State, Zip: North Hollywood, CA 9165	
Collective Bargaining Agreement(s): UAW 179	
Estimated # of employees to be retrained under this Contract: 12	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 10,000	
Total # of full-time company employees in California: 400	

Participating Employers in Retrainee Multiple Employer Contracts

Self-reported listing of potential employers participating in the contract

Contractor's Name: Glendale Community College PDC

CCG No.: ET25-0150

Reference No: 24-0548

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ALPHABETIZE BY COMPANY NAME

Company: Mold Precision Engineering Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 1885 Surveyor Ave. Ste. 103	
City, State, Zip: Simi Valley, CA 93063	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 6	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 30	
Total # of full-time company employees in California: 30	
Company: Moore Industries International Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 16650 Schoenborn Street	
City, State, Zip: North Hills, CA 91343	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 23	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 130	
Total # of full-time company employees in California: 125	
Company: Notthoff Engineering L.A. Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 5416 Argosy Avenue	
City, State, Zip: Huntington Beach, CA 92649	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 7	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 60	
Total # of full-time company employees in California: 60	
Company: P.T.I. Technologies Inc.	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 501 Del Norte Blvd.	
City, State, Zip: Oxnard, CA 93030	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 64	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: 240	

Participating Employers in Retrainee Multiple Employer Contracts

Self-reported listing of potential employers participating in the contract

Contractor's Name: Glendale Community College PDC

CCG No.: ET25-0150

Reference No: 24-0548

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ALPHABETIZE BY COMPANY NAME

Company: Porto's Foods Products	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 2085 Garfield Avenue	
City, State, Zip: Commerce, CA 90040	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 13	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 210	
Total # of full-time company employees in California: 210	
Company: Precision Aircraft Machining Company Inc. (PAMCO)	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 10640 Elkwood St.	
City, State, Zip: Sun Valley, CA 91352	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 3	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 58	
Total # of full-time company employees in California: 58	
Company: R A Cortez Incorporated dba Studio Cortez	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 3565 N. Figueroa St.	
City, State, Zip: Los Angeles, CA 90065	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 6	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 16	
Total # of full-time company employees in California: 16	
Company: Reny & Co. dba Reny Med	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 4505 Littlejohn Street	
City, State, Zip: Baldwin Park, CA 91706	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 33	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 78	
Total # of full-time company employees in California: 78	

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: Glendale Community College PDC

CCG No.: ET25-0150

Reference No: 24-0548

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ALPHABETIZE BY COMPANY NAME

Company: Ricon Corporation, A Wabtec Company	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 1135 Aviation Place	
City, State, Zip: San Fernando, CA 91340	
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
Total # of full-time company employees worldwide: 122	
Total # of full-time company employees in California: 90	
Company: STADCO (Standard Tool and Die Co.)	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 107 S. Avenue 20	
City, State, Zip: Los Angeles, CA 90031	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 13	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 72	
Total # of full-time company employees in California: 69	
Company: Sunland Aerospace Fasteners	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 12822 Pierce St.	
City, State, Zip: Pacoima, CA 91331	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 29	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 78	
Total # of full-time company employees in California: 78	
Company: TMT International Observatory LLC	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 100 W. Walnut St. #300	
City, State, Zip: Pasadena, CA 91124	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 5	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 49	
Total # of full-time company employees in California: 30	

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: Glendale Community College PDC

CCG No.: ET25-0150

Reference No: 24-0548

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ALPHABETIZE BY COMPANY NAME

Company: Triumph Actuation Systems Valencia	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 28150 W. Harrison Parkway	
City, State, Zip: Valencia, CA 91355	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 27	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 4485	
Total # of full-time company employees in California: 120	
Company: Western Fabrication Tech Corporation	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 28410 Avenue Stanford	
City, State, Zip: Valencia, CA 91355	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 4	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 15	
Total # of full-time company employees in California: 15	
Company: Willmore Inc. DBA Precision Components Mfg	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 965 S. Fair Oaks	
City, State, Zip: Pasadena, CA 91105	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 1	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 4	
Total # of full-time company employees in California: 4	



**Training Proposal for:
Relativity Space, Inc.**

Contract Number: ET25-0148

Panel Meeting of: December 13, 2024

ETP Regional Office: North Hollywood

Analyst: L. Vuong

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate	Industry Sector(s):	Manufacturing Aerospace Related 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: 936	U.S.: 1,184	Worldwide: 1,184
<u>Turnover Rate:</u>	11%		
<u>Managers/Supervisors:</u> (% of total trainees)	18%		

FUNDING DETAIL

In-Kind Contribution
\$1,215,240

Total ETP Funding
\$596,960

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, Commercial Skills, Computer Skills	533	8-200	0	\$1,120	\$25.01
				Weighted Avg: 40			

*Post-Retention Wage is the Contractual Wage.

<p>Minimum Wage by County: \$23.15 per hour for Los Angeles County</p> <p>Health Benefits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No This is employer share of cost for healthcare premiums – medical, dental, vision.</p> <p>Used to meet the Post-Retention Wage?: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Maybe</p> <p>Although employer provides health benefits, they are not being used to meet Post-Retention Wage.</p>
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Current Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Engineer	\$25.01 - \$175.00	145
Manager/Supervisor	\$25.01 - \$175.00	96
Manufacturing Staff	\$25.01 - \$150.00	184
Support Staff	\$25.01 - \$150.00	108

INTRODUCTION

Founded in 2015, Relativity Space, Inc. (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, the US Government, Intelsat, OneWeb, Impulse Space, and the United States Space Force.

Headquartered in Long Beach, the Company has facilities in Stennis (Mississippi), Canaveral (Florida), Kent (Washington State), and Washington D.C. 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 hires Veterans to join its workforce. The Company has an active Veteran Employee Resource Group and proudly supports and advocates for its Veteran employees.

PROJECT DETAILS

This will be Relativity Space’s second ETP project, and the second in the last five years. Previous training focused on manufacturing and launching of its first rocket, Terran 1. Terran 1 was

launched on March 22, 2023, and became the first 3D printed rocket to reach space. Training in this proposal will build upon on its first Contract, and training will expand its current efforts to ensure effectiveness across all departments. In addition, Relativity Space will be focusing on developing, designing, manufacturing, and launching its second rocket, Terran R. Terran R is scheduled to launch starting 2026. Currently, Relativity Space faces many challenges that drive the need for additional training:

- Appeasing customers that are looking to launch satellites quickly and inexpensively, without the wait;
- Designing and manufacturing cost-effective, high-performance, reliable, and reusable rockets;
- Developing and manufacturing new products and services and improving existing offerings;
- Keeping up with technological advances and changes in industry requirements; and
- Meeting customer demands.

ETP funding will assist Relativity Space to continue to provide trainees with the necessary manufacturing and technical skills required to integrate new products and services to meet industry standards, and adapt to new technologies and systems. Additionally, trainees will have the skills to develop more innovative products, exceed customer expectations, and design a quick response time and reduce costs. Lastly, trainees will have the opportunity to advance into a higher wage position and career advancement.

In the past year, Relativity Space has also experienced a 57% increase in workforce from 597 employees to 936 employees at the Long Beach facility. The Company anticipates additional workforce growth of 200 new employees during the term of the Contract. As the Company grows and technology advances, employees will need new and upgraded skills training. Trainees will receive in-depth training in all aspects of the business in internal systems, new products and services, customer specifications, and new technologies. None of the training from the prior ETP Contract will be repeated except for trainees that did not participate in prior ETP training.

Training Plan

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

Business Skills: This training will be offered to all occupations and will provide trainees with opportunities to enhance employee development for career growth. Courses will include Accounting, Business Acumen, Development, Initiatives, and Systems, Career Development, Change Management, Coaching Conversations, Communication Skills, Company Updates, Conflict Management and Resolution, Crucial Conversations, and Customer Experience.

Commercial Skills: This training will be offered to all occupations in skills necessary to support the Company's products and services, keep up with industry requirements and Standard Operations Procedures, upgrade worker skills, and improve product quality. Training will cover areas such as 3D Printing Operations, Additive Development, AS9100, Avionics – Harnessing 101, Compliance, Data Science, Engine Development, Environmental Requirements, Equipment Operations, Fabrication, Finite Element Modeling and Postprocessing, Good Documentation Processes, and Good Manufacturing Practices.

Computer Skills: This training will be offered to all occupations to help trainees become more proficient in the Company's various software applications necessary to provide efficient and effective customer service. Courses will include Jira, Lattice, Ramp, Business Systems, and Design Software.

Electronic Recordkeeping/LMS

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

Commitment to Training

Relativity Space has a current annual training budget of approximately \$2 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 Senior Manager 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.

Impact/Outcome

Relativity Space is striving to become AS9100 certified. Certification will help to expand business, improve quality products, become more efficient, remain competitive, and expand customer base.

ACTIVE PROJECTS

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

Contract No.	Approved Amount	Term	No. Trainees (Estimated)	No. Retained	Potential Earnings (Based on Tracked Hours) (\$ %)
ET23-0167	\$383,640	12/31/22 – 12/30/24	834	0	\$383,640 (100%)

ET23-0167: Of an estimated 834 trainees, 1,109 have been enrolled and started training; and 691 trainees have completed training and are in the 90 day retention period. To date, the ETP System shows 18,873 reimbursable hours have been tracked for potential earnings of \$408,951 (106% of approved amount). The Contractor projects final earnings of 100% based on training completed by 08/08/24. Final invoice will be submitted on 11/15/24.

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
- Business Acumen
- Business Development
- Business Initiatives
- Business Systems
- Career Development
- Change Management
- Coaching Conversations
- Communication Skills
- Company Updates
- Conflict Management
- Conflict Resolution
- Crucial Conversations
- Customer Experience
- Departmental Hand-Off
- Developing Future Leaders
- Diversity, Equity, & Inclusion
- Documentation Review
- Effective 1:1s
- Emotional Intelligence
- Employee Engagement & Action Planning
- Employee Resource Group Training
- Facilitating Difficult Conversations
- Feedback Skills
- Financial Acumen
- Financial Tools & Annual Operating Plan
- Focus and Prioritization
- Growth and Partnerships
- Industry Trends
- Influencing Teams
- Intern Leadership Training
- IP Intellectual Property Training
- Leadership Development
- Leading Teams
- Manager Delegation
- Meeting Management
- People Team Continuous Learning
- Performance Management
- Project Management
- Strategic Goal-Setting
- Strategic Planning

- Successful Delegation
- Systems Administration
- Team Building
- Time Management
- Train the Trainer
- Trust Building
- Unconscious Bias Training
- Understanding Peakon & Employee Engagement
- Understanding Relativity

Commercial Skills

- 3D Printing Operations
- Additive Development
- AS9100
- Avionics – Harnessing 101
- Compliance
- Data Science
- Engine Development
- Environmental Requirements
- Equipment Operations
- Fabrication
- Finite Element Modeling & Post Processing
- Good Documentation Processes
- Good Manufacturing Practices
- Heating, Ventilation, and Air Conditioning
- International Traffic in Arms Regulations
- Lockout Tagout Training
- Machine Operations
- Maintenance Processes
- Motors & Electrical Systems
- Product Knowledge
- Product Quality
- Quality Assurance
- Rigging
- Robotics
- Standard Operations Procedures
- Supply Chain Operations
- Terran R Training
- Test & Launch
- Tooling
- Vehicle Engineering

Computer Skills

- Adobe Suite
- Business Systems
- Computer-Aided Design
- Confluence
- Cybersecurity

- Design Software
- Engineering Software
- Finance Software
- Greenhouse
- Jira
- Lattice
- Learning Management Systems
- Manufacturing Software
- Pave
- Peakon
- Ramp
- Safety Software
- Slack
- TripAction
- Workday



**Training Proposal for:
Riviera, Inc. dba The Enterprise U**

Contract Number: ET25-0147

Panel Meeting of: December 13, 2024

ETP Regional Office: North Hollywood

Analyst: L. Vuong

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate SB <100	Industry Sector(s):	MEC Manufacturing Professional, Scientific, Technology Information/Multi Media 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
\$793,856		\$55,078 8%		\$848,934
In-Kind Contribution:	50% of Total ETP Funding Required			\$1,707,100

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 SB<100	Business Skills, Computer Skills, Cont. Impr., HazMat, HazWoper, Literacy Skills, Mfg. Skills, OSHA 10/30	292	8-200	0	\$1,677	\$22.55
				Weighted Avg: 56			
2	Retrainee	Business Skills, Computer Skills, Cont. Impr., HazMat, HazWoper, Literacy Skills, Mfg. Skills, OSHA 10/30	250	8-200	0	\$1,437	\$22.55
				Weighted Avg: 56			

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

Minimum Wage by County: Job Numbers 1 & 2: \$24.60 per hour for Alameda, Marin, San Mateo, Santa Clara and San Francisco counties; \$24.25 per hour for Contra Costa County; \$23.15 per hour for Los Angeles County; \$22.72 per hour for San Diego County; and \$22.55 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 up to \$2.50 per hour in health benefits for Job Numbers 1 & 2 to meet the Post-Retention Wage.

Current Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Accounting/Finance	\$20.01 - \$25.00	2
	\$25.01 - \$60.00	33
Administration/Operations	\$20.01 - \$25.00	2
	\$25.01 - \$70.00	173
IT/Engineering	\$30.00 - \$90.00	65
Manager	\$45.00 - \$90.00	50
Marketing/Sales	\$25.00 - \$80.00	61
Production	\$22.55 - \$25.00	2
	\$25.01 - \$80.00	154

INTRODUCTION

Founded in 2001 and located in Los Angeles, Riviera, Inc. dba The Enterprise U (The Enterprise U) (www.theenterpriseu.com) assists companies, governments, small businesses and individuals in developing the necessary skills to sustain a competitive advantage through learning and

training. The Enterprise U provides training services, consulting, coaching and software solutions to clients in the following industries: manufacturing, entertainment, technology, logistics, and biotechnology companies. This will be The Enterprise U's fourteenth ETP Contract, and the sixth in the last five years.

Veterans Program

The Enterprise U does not have a formal Veterans outreach program; however, the participating employers do actively recruit and hire veterans through community organizations.

PROJECT DETAILS

The pandemic changed the way companies and employees conducted their work. Now that the pandemic is over, employers are ready to invest in their internal talent and give their junior employees a strong foundation of job skills to excel, grow, and contribute to the companies' success. In addition, employers have a greater need for training in innovation to develop new products and services to attract new customers. The Enterprise U has received an increasing response from employers that express a need to create best practices, retain employees and prepare employees for higher responsibilities, and fill in skill gaps in its workforce. As such, The Enterprise U is focused on supporting participating employers in providing training to upgrade job-related skills, develop skills towards career path, and improve productivities and efficiencies, and succeeding in the new workplace environment.

ETP-funded training will provide participating employers the opportunity to sustain their competitiveness, upgrade the skills of their workforce, grow their businesses, meet customer demand, create new job opportunities and career advancement, increase wages and retention, remain current with rapidly changing technology, and adapt to the new economy and business environment. The Enterprise U is focusing on providing opportunities to companies that do not have the resources to provide training to their employees.

Training Plan/Employer Demand

Training outlined in this proposal is customized, based on employer needs assessments and training objectives. The Enterprise U conducts interviews and communicate with employers on a regular basis to maintain a comprehensive curriculum that is relevant and responsive to training needs. In addition, participating employers are encouraged to provide feedback. This feedback is used by The Enterprise U to measure the quality of training and gauge how it meets employer demands.

The core group of participating employers consists of eight large companies and five small businesses. Some participating employers have participated in previous ETP Contracts, however the course content has been updated and customized to each employer's needs. The proposed training will be offered to employers statewide. The Enterprise U anticipates 100% of training will be conducted at participating employer worksites. Although training topics are similar to previous projects, no trainees from previous participating employers will receive duplicate training in any subject matters.

Training Plan

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

Business Skills: Training will be offered to all occupations and will focus on customer service, communications, strategic thinking, negotiation techniques and presentation skills.

Computer Skills: Training will be offered to all occupations. This training will focus on becoming proficient on various Microsoft office programs, graphics and interpretations, project applications, planning, and computer trouble-shooting.

Continuous Improvement: Training will be offered to all occupations and focus on the skills needed to thoroughly implement new strategies and techniques and improve productivity through efficiency, teambuilding, and cross unit functionality.

Hazardous Materials: Training will be offered to Managers, Operations and Production. Trainees will learn the proper techniques and knowledge for handling hazardous materials and cleaning best practices.

Literacy Skills: Training will be offered to Production and Operations. Training will focus on giving employees the foundational verbal and written skills to communicate professional in the workplace.

Manufacturing Skills: Training will be offered to Production, Operations and Managers and will focus on improving production efficiencies, reducing waste, and increasing safety and end product outcome.

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 operation and production trainees and 30 hours for frontline 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. OSHA 10 will be provided to Operations and Production. OSHA 30 will be provided to Managers to ensure a safe work environment.
2. Hazardous Waste Operations and Emergency Response Standard (HAZWOPER). This training is a series of courses specifically designed for workers who handle hazardous substances as first-responders, or clean-up as needed at a hazard disposal or emergency site. It consists of 40 hours of classroom or CBT training, for workers stationed at the hazard site; and 24 hours for workers who visit the site (e.g., engineers). Field training is also required, although not funded by ETP. Completion of the training results in a certificate that expands employment opportunities. Each certification requires an 8-hour annual refresher course. This coursework must be approved by Cal-OSHA, and the instructors must be certified by Cal-OSHA. Training will be provided to Operations, Production, and Managers.

Alternate Recordkeeping

Staff has reviewed and approved The Enterprise U’s request to use an alternate recordkeeping method.

Commitment to Training

The core group of participating employers have fully committed to training under this new training proposal. Large employers currently provide standard and basic general onboarding training but rely on training provided by The Enterprise U to supplement and compliment that training. For small business employers, this training is critical to their success as often times, small businesses have very little and limited resources to provide the extensive training needed that goes beyond basic training. This will help business small and large adapt to not just changes in how companies do business but how employees want to work in this new modern world of remote and hybrid work environments.

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 begin upon Panel approval. The Enterprise U has designate an Executive Director with two internal staff members to oversee ETP training and administrative responsibilities including marketing, recruitment, assessment, scheduling training, enrollment, recording and tracking, securing rosters, verifying training and retention completion and ensuring compliance with all ETP requirements.

Marketing and Support Costs

The Enterprise U's marketing and recruitment efforts include networking with human resource professionals, employers, and various training and development entities such as Professionals in Human Resources Association, Association for Talent and Development, Society for Human Resources Association, and Northern California HR Association. The Enterprise U's outreach activities consists of newsletters, e-mail/online marketing campaigns, and trade shows. The outreach activities help keep its program aligned with the needs of its participating employer community in order to develop and provide the best training program available.

The Enterprise U provides resources to perform needs assessments, curriculum customization, and return on investment analysis. The Enterprise U requests 8% support costs to fund extensive marketing efforts and the on-going recruitment and outreach to participating employers.

Trainer Qualifications

Training will be delivered by 20 in-house experts who have a minimum of 10 years of experience in Literacy, Computer, Business, Commercial, Manufacturing, Hazardous Materials, Continuous Improvement, HazWoper and Safety Skills.

Training Agency Certification

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

The Enterprise U is eligible as a training agency based on BPPE licensure valid until 01/06/2025.

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. Retained	Potential Earnings (Based on Tracked Hours) (\$ %)
ET23-0312	\$590,100	05/01/23 – 04/30/25	490	0	0

ET23-0312: Of an estimated 490 trainees, 757 have been enrolled and started training; and 464 trainees have completed training and 90 day retention period. To date, the ETP Systems show 26,681 reimbursable hours have been tracked for potential earnings of \$635,834 (107.75% of approved amount). The Contractor projects final earnings of 100% based on training completed 03/18/24. Final invoice was submitted on 06/18/24 and it is under review by Fiscal Unit. The Contractor reported that Final Closeout invoice will be submitted after approval of Final invoice.

PRIOR PROJECTS

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

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
ET22-0303	Statewide	05/31/22 – 05/30/24	\$597,880	\$597,880 (100%)
ET21-0189	Statewide	10/26/20 – 10/25/22	\$599,923	\$599,923 (100%)
ET20-0158	Statewide	10/01/19 – 09/30/21	\$749,630	\$749,630 (100%)
ET19-0256	Statewide	10/08/18 – 10/07/20	\$949,655	\$943,579 (99%)

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:

Business Skills

- Accountability, Empowerment & Delegating
- Appreciating Our Differences
- Business Analysis & Critical Thinking
- Business Processes
- Creating a Continuous Learning Culture
- Creating a Culture of Innovation
- Creative Thinking & Problem Solving
- Customer Service Skills
- Developing Yourself & Others
- Dynamic Presentation Skills
- Effective Communication Skills
- Effective Decision Making
- Effective Goal-Setting
- Effective Meeting Skills
- Emotional Intelligence
- Employee Engagement
- Environmental Management
- Facilities Management
- Financial Fundamentals
- Focusing, Executing, & Getting Things Done
- Industry Best Practices
- Knowledge Management
- Managing Change
- Maximizing Interpersonal Skills
- Negotiation Techniques
- Organizational Development
- Performance Management
- Product, Market, or Technology Knowledge
- Project Management
- Relationship Building
- Sales & Marketing Performance
- Strategic Thinking & Planning
- Success in the Workplace
- Succession Planning
- Time Management & Managing Productivity

Computer Skills

- Accounting
- Accounting Applications
- Accounting Practices
- Accounting Theory

- Adobe (Photoshop, Illustrator, InDesign)
- Animation Techniques
- ASP.NET
- Business Intelligence
- Cisco Technology in Networking
- Computer Graphics
- Computer Graphics, Digital Media & Modeling
- Computer-Aided Drafting/Manufacturing/Engineering
- CSS
- Database Engineering
- DB2 Databases
- Desktop & Cloud Applications
- Diagnosing Problems
- Dreamweaver
- Electronics Overview
- Electronics Theory
- Flash
- HTML
- IBM/Lotus Software Platform
- JavaScript
- Machine Troubleshooting, Maintenance, and Repair
- Maintaining & Servicing Your Equipment
- Microsoft Technology in Networking
- Network Engineering
- Network Security Essentials, Key Principles and Concepts
- Novell Operating System in the Network
- Office Productivity Applications – (Intermediate and Advanced topics in the Microsoft Office suite, Lotus Notes, and Google)
- Operating Systems
- Operating Systems
- Oracle Databases
- Oracle/PeopleSoft Software Platform
- PHP
- Physics and Art Topics
- Programming in C
- Programming in C# and .NET
- Programming in C++
- Programming in Java
- Programming in SQL
- Programming in Visual Basic
- Project Applications
- Python / Django
- Reporting and Analyzing Data Using Statistics and Metrics
- Revit
- Risk Assessment and Auditing
- Ruby and Ruby on Rails
- SAP Software Platform
- Scorecarding with Key Performance Indicators and Strategic Objectives

- Securing Business Applications
- Security Incident Handling
- Security Issues
- Service Oriented Architecture, REST APIs
- SharePoint
- SketchUp
- Software Engineering
- Software Lifecycle Methodologies
- Software Platforms
- SolidWorks
- SQL Databases
- System, Web, & Mobile Tools
- Understanding Devices & Multiple Platforms
- UNIX Operating System in the Network
- Web
- Web Security
- Windows Operating System in the Network
- Working in the Cloud
- XML/XSLT

Continuous Improvement Skills

- Building Successful Teams
- Change Management
- Coaching and Counseling
- Employee Engagement
- Leadership Skills
- Lean Concepts
- Levels of Performance
- Motivating Others
- Performance Management
- Process Management
- Process Mapping
- Quality Assurance
- Recognizing Performance
- Setting Expectations & Giving Feedback
- Six Sigma Concepts
- Statistical Process Engineering
- Talent Development Lifecycle
- Team Building
- Team Building, Dynamics, & Leadership
- Total Quality Management

Hazardous Materials Skills

- Hazardous Materials Handling & Cleaning

HazWoper

- HAZMAT
- HAZWOPER

Literacy Skills

- Business English
- Business Math
- Reading and Writing Business Documents
- Vocational English & Math

Manufacturing Skills

- Blueprint Reading
- Equipment Operations & Maintenance
- Fluid Mechanics
- Inventory Control
- Machine Shop Basics
- Motor Controls
- Power Transmission
- Production Operations
- Warehousing & Distribution Centers

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: Riviera, Inc. dba The Enterprise U	CCG No.: ET25-0147
Reference No: 24-0542	Page 1 of 3

Company: Arc Boat	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 2100 195 th St.	
City, State, Zip: Torrance, CA 90501	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 35	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 91	
Total # of full-time company employees in California: 85	

Company: Azoff Music Company	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 1100 Glendon Ave., Suite 2000	
City, State, Zip: Los Angeles, CA 90024	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 25	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 29	
Total # of full-time company employees in California: 28	

Company: Health Gorilla	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 800 W. El Camino Real, Suite 100	
City, State, Zip: Mountain View, CA 94040	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 10	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 106	
Total # of full-time company employees in California: 45	

Company: Honeybee Foods	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 100 N. Barranca, Suite 1200	
City, State, Zip: West Covina, CA 91791	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 40	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 1,644	
Total # of full-time company employees in California: 800	

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: Riviera, Inc. dba The Enterprise U	CCG No.: ET25-0147
Reference No: 24-0542	Page 2 of 3

Company: Illumination	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 2043 Colorado Ave.	
City, State, Zip: Santa Monica, CA 90404	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 40	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 95	
Total # of full-time company employees in California: 93	

Company: NBCUniversal	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 100 Universal City Plaza	
City, State, Zip: Universal City, CA 91608	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 50	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 5,000	
Total # of full-time company employees in California: 3,500	

Company: NDS	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 21300 Victory Blvd., Suite 215	
City, State, Zip: Woodland Hills, CA 91367	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 20	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 378	
Total # of full-time company employees in California: 324	

Company: Raymond Group	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 520 West Walnut Ave.	
City, State, Zip: Orange, CA 92868	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 30	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 124	
Total # of full-time company employees in California: 124	

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

Contractor's Name: Riviera, Inc. dba The Enterprise U	CCG No.: ET25-0147
Reference No: 24-0542	Page 3 of 3

Company: Red Ribbon Bakeshop	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 100 N. Barranca, Suite 1200	
City, State, Zip: West Covina, CA 91791	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 20	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 1,644	
Total # of full-time company employees in California: 800	

Company: Studio Distribution Services	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 100 Universal City Plaza, Bldg. 1440, 7 th Fl.	
City, State, Zip: Universal City, CA 91608	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 50	Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Total # of full-time company employees worldwide: 140	
Total # of full-time company employees in California: 100	

Company: TBWA Chiat Day	Priority Industry? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Address: 5353 Grosvenor Blvd.	
City, State, Zip: Los Angeles, CA 90066	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 100	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 11,100	
Total # of full-time company employees in California: 250	

Company: World Oil Recycling	Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Address: 9302 Garfield Ave.	
City, State, Zip: South Gate, CA 90280	
Collective Bargaining Agreement(s): N/A	
Estimated # of employees to be retrained under this Contract: 60	Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Total # of full-time company employees worldwide: 111	
Total # of full-time company employees in California: 111	



Training Proposal for:

Shultz Steel LLC

Contract Number: ET25-0143

Panel Meeting of: December 13, 2024

ETP Regional Office: North Hollywood

Analyst: J. Garcia

PROJECT PROFILE

Contract Attributes:	Priority Rate Retrainee	Industry Sector(s):	Manufacturing 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: 298	U.S.:298	Worldwide: 396,500
<u>Turnover Rate:</u>	9%		
<u>Managers/Supervisors:</u> (% of total trainees)	9%		

FUNDING DETAIL

In-Kind Contribution
\$534,100

Total ETP Funding
\$466,088

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., Manufacturing Skills, PL-Mfg Skills	287	8-200	0	\$1,624	\$23.15
				Weighted Avg: 58			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: Job Number 1 (Retrainee): \$23.15 per hour for Los Angeles County.

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

Used to meet the Post-Retention Wage?: Yes No Maybe
Up to \$2.40 per hour may be used to meet the Post-Retention Wage.

Current Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Managers/Supervisors	\$27.28 - \$52.82	26
Maintenance Staff	\$25.67 - \$33.74	25
Finance Staff	\$25.06 - \$32.87	21
Operations Staff	\$20.75 - \$25.00	34
	\$25.01 - \$37.76	21
Engineers	\$37.38 - \$51.82	23
Machine Operators	\$20.93 - \$25.00	42
	\$25.01 - \$36.78	24
Production Support Technician	\$25.59 - \$29.75	71

INTRODUCTION

Founded in 1941 and headquartered in South Gate, Shultz Steel LLC (Shultz Steel) (<https://www.shultzsteel.com/>) is a manufacturer of steel, titanium, and special metals and fabricates impression forgings, open die forgings, and seamless rolled rings. The Company manufactures bulkheads, disks, engine mounts, flap and slat tracks, landing gear structures, shafts, and windshield frames. It also makes extruded cases, nozzles, and stationary shells for missiles. Gas turbine engine products include disks and ring shafts.

Shultz Steel primarily serves the aerospace market, including commercial and defense airframes, engines, helicopters, and missiles, and the commercial land-based gas turbine market. The Company's customers include Boeing, B.F. Goodrich, and the United States Government. This will be Shultz Steel's first ETP contract.

PROJECT DETAILS

Due to increased demand for aerospace products, Shultz Steel needs to increase production capacity. The Company uses the latest technologies to support its commitment to quality,

necessitating a highly trained workforce. The Company has a 40,000-ton, all-forged press, which is one of the largest forging presses to be installed in the United States. The Company is fully equipped with CAD stations, which allows the Company to work with dimensionless drawings, designing forging shapes, and building forging dies.

Shultz Steel continually improves all processes to achieve industry-leading results. The Company recently integrated its manufacturing system to allow use of electronic data to control machining and inspections and expand its capability to send data electronically to customers. Shultz Steel strives to be the top manufacturer in the industry and the world's most responsive forging supplier by enhancing and improving all products, processes, and services, supporting social-environmental improvements, and training and educating all employees.

A formal needs assessment was completed and found that the workforce must stay up-to-date in all current systems, methodologies, and processes in the aerospace industry and improve employees' manufacturing capabilities. ETP funding will allow the Company meet these needs.

Training Plan

Training will be delivered via Class/Lab, E-Learning, and Productive Lab.

Business Skills: This training will be offered to all occupations, and include course topics such as Asset Management, Accounting Skills, Business Case Development, Waste Recovery Systems, and Multinational Customers.

Computer Skills: This training will be offered to all occupations and include course topics such as Computer Aided Design, Computer Modeling, Dimensionless Drawings, Engineering Software Applications, Sales Forecasting, and Scheduling Software.

Continuous Improvement: This training will be offered to all occupations and include course topics such as Best Manufacturing Processes, Inspection Procedures, Quality Improvement, Product Reliability, Root Cause Analysis, and Troubleshooting Processes.

Manufacturing Skills: This training will be offered to Maintenance Staff, Operations Staff, Machine Operators, and Product Support Technicians, and will include course topics such as Equipment Operation, Inspection Equipment, Nondestructive Testing, Resolving Production Problems, Temperature Requirements, Validation Practices, and Equipment Calibration.

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.

Classroom instruction is not an adequate means of training delivery as trainees must learn how to operate proprietary equipment that requires hands-on experience. The required equipment is too large to bring into a classroom. The equipment will include CNC Lathes, Heat Treatment Equipment, Turbine Engines, and Heavy Presses. Trainees who are proficient in one type of equipment will be cross-trained on new equipment. PL training will include Equipment Calibration, Machining Operations, Maintenance Equipment, Tool Manufacturing, Tool Operation, and Using Equipment Safely.

Forty-five trainees will receive up to 11 hours of PL training, and the trainer-to-trainee ratio will be 1:1, with managers and supervisors delivering the training. Trainers will have at least two years of operating equipment experience before training others. Trainees will be observed on their proficiency with the equipment after the training ends. Products produced by trainees during Productive Lab will be sold to customers.

Commitment to Training

Shultz Steel has a current annual training budget of \$513,300. Training in this program will focus on business skills, computer skills, continuous improvement skills, and manufacturing skills. ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

Shultz Steel's Human Resources Generalist will oversee the training program. A team of Managers, Supervisors, Trainers, and the Human Resources Director will provide support for the program. The Human Resources Department will be the central training site and will keep all of the original rosters. The Training Coordinator at the corporate office tracks all rosters and sends copies to National Training. National Training will do data entry, uploads, and billing to the Cal-E-Force system. All training will take place at the facility in South Gate and will be provided by Managers, Supervisors, and in-house subject-matter experts.

Alternate Recordkeeping

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

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. in Irvine 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:

Business Skills

- Accounting Skills
- Asset Management
- Business Case Development
- Conflict Management
- Customer Service Skills
- Leadership Skills
- Multinational Customers
- Product Knowledge
- Sales and Marketing
- Waste Recovery Systems

Computer Skills

- Computer Aided Design
- Computer Modeling
- Computer Networking
- Database Administration
- Dimensionless Drawings
- Electronic Invoicing
- Engineering Software Applications
- Forging Dies
- Internet Applications
- MS Office (Intermediate and Advanced)
- Sales Forecasting
- Scheduling Software

Continuous Improvement Skills

- AS9100
- Best Manufacturing Practices
- Inspection Procedures
- ISO9001
- Materials Specifications
- Quality Improvement
- Product Reliability
- Root Cause Analysis
- Sales for Growth
- Standard Operating Procedures
- Supply Chain Management
- Troubleshooting Processes

Manufacturing Skills

- CNC Lathe Operation
- Control Systems

- Equipment Operation
- Hazardous Waste
- Heavy Press
- Inspection Equipment
- Manufacturing Techniques
- Material Handling
- Metallurgical Parameters
- Nondestructive Testing
- Product Specifications
- Quality Control
- Remelting Machining
- Resolving Production Problems
- Temperature Requirements
- Testing Equipment
- Turbine Engines
- Validation Practices
- Equipment Calibration
- Machining Operations
- Maintenance Equipment
- Tool Manufacturing
- Tool Operation
- Using Equipment Safely

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

Trainees may receive any of the following:

Manufacturing Skills

- Equipment Calibration
- Machining Operations
- Maintenance Equipment
- Tool Manufacturing
- Tool Operation
- Using Equipment Safely



**Training Proposal for:
Omni Hotels Management Corporation**

Contract Number: ET25-0155

Panel Meeting of: December 13, 2024

ETP Regional Office: San Diego

Analyst: S. Phillips

Project Profile

Contract Attributes:	Priority Rate Retrainee	Industry Sector(s):	Accommodation and Food Services	
		Priority Industry:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Counties Served:	Los Angeles, Riverside, San Francisco, 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: 2,130	U.S.: 11,600	Worldwide: 14,100	
<u>Turnover Rate:</u>	12%			
<u>Managers/Supervisors:</u> (% of total trainees)	0%			

Funding Detail

In-Kind Contribution
\$410,000

Total ETP Funding
\$366,240

Training Plan Table

Job No.	Job Description	Estimated No. of Trainees	Range of Hours			Average Cost per Trainee	Post-Retention Wage
			Class / Lab	CBT	Weighted Avg:		
1	Priority Rate Retrainee	218	8-200	0-0	60	\$1,680	\$22.55

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

Published Minimum Hourly Wage by County:	
Job Number 1:	\$23.15 for Los Angeles County; \$22.72 for San Diego County; \$22.55 for Riverside County; and \$24.60 for San Francisco County.
Health Benefits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	This is employer share of cost for healthcare premiums – medical, dental, vision.
Used to meet the Post-Retention Wage?: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Health Benefits may be used to meet the Post-Retention Wage as follows:	
Job Number 1:	\$2.50

Wage Range by Occupation					
Occupations	Wage Range	Estimated number of trainees			
		Total	\$15 to \$20	\$20.01 to \$25	Over \$25.01
JOB NUMBER 1 - Priority Rate, Retrainee					
Service Staff	\$20.05 - \$35.89	16	0	15	1
Housekeeping	\$20.65 - \$27.93	44	0	40	4
Guest Services	\$21.52 - \$28.15	27	0	25	2
Culinary Staff	\$21.67 - \$28.38	30	0	28	2
General Support Staff	\$21.78 - \$24.91	37	0	37	0
Managers/Supervisors	\$25.31 - \$48.35	26	0	0	26
Operations Staff	\$25.39 - \$41.36	27	0	0	27
Engineering Staff	\$25.68 - \$27.22	11	0	0	11

Introduction

Founded in 1958, Omni Hotels Management Corporation (Omni) (www.omnihotels.com) has hotels, resorts, and spas worldwide. The Company provides luxury accommodations and convention/conference resources to corporate businesses and upscale worldwide leisure travelers. Omni has five facilities in California. They are located in the cities of San Diego, San Francisco, Rancho Mirage, Los Angeles, and Carlsbad. The five proposed training facilities operate under the same California Employer Account Number. All facilities specialize in luxury lodging targeted to business travelers and tourists. In addition to room accommodations, the properties offer business and fitness centers, high-speed and wireless internet access, and gourmet restaurants. The facilities also provide space for weddings, special occasions, and meetings. Customers include corporate businesses and upscale leisure travelers.

Omni meets out-of-state competition requirements as a destination resort and/or conference/convention center competing nationally and internationally for business. All five

Omni facilities will participate in the proposed training plan, with Omni Hotels Management Corporation as the lead contract holder.

This will be Omni's second ETP Contract, but their first contract in the last five years.

Veterans Program

While veterans are welcome to apply for open positions at Omni, the Company is not seeking a separate Veteran job number at this time.

Project Details

The previous project focused on the implementation of a strategic plan to improve the Company's technological applications and processes. Specifically these improvements focused on payment security, guest room technology, bandwidth for internet connection, and mobile engagement to suit different needs and cater to changing consumer needs and demands. The implementation of these technological advancements assisted with improving the end-user experience. This project will focus on the implementation of new safety regulations necessary to operate in the post pandemic era, to protect both staff and consumers.

As safety regulations improve, so too must the skills of Omni's workforce to meet new industry standards. New regulations include, cleaning and sanitation protocols, physical distance of visitors, capacity limits, ventilation and air quality, and contactless services. Training will ensure that industry standards are being met to keep workers safe as well as protect consumers while enjoying their stay at Omni.

Training Plan

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

Business Skills: This training will be offered to all occupations. Training will include Interpersonal Skills, Negotiating Skills, and New Service Procedures, Putting the Guest First, Service Values, Customer Focused Selling, and Identifying / Meeting Guest Needs.

Commercial Skills: This training will be offered to all occupations. Training will include Best Practices, Communication Skills, Dance Floor Assembly, Equipment Repair, Food Preparation, Food Safety, Housekeeping Procedures, Maintenance Procedures, Moving Furniture, and Sanitation Procedures.

Computer Skills: This training will be offered to all occupations. Training will include Customer Information Systems, Food & Beverage Software, Hotel Management Software, Internet Technology, Microsoft Office (Intermediate/Advanced), Point of Sale Applications, Sales Reports, Smartphone Technology, Social Media Marketing, and Tablet Technology.

Continuous Improvement: This training will be offered to all occupations. Training will include Critical Thinking Skills, Problem Solving and Resolution, Standard Work Procedures, and Team Building Skills.

Sales Commission Earnings

Omni charges a Mandatory Service Charge (banquet tips), which may be applied for Food and Service Staff (Banquet Workers, Convention Workers and Room Service Workers) who do not elect health benefits to meet the Post-Retention Wage. Therefore, Service Staff start off with a minimum base wage of \$20.05 (non-commission) plus mandatory service charges, which are included in the final service price given to customers. Service Staff consistently earn at a minimum of \$24.60 per hour with addition of commission to base wages.

Service Staff earn a supplemental wage (commission i.e. mandatory service charges) in addition to their base wages. Up to \$3.05 per hour may be used to meet the Post-Retention Wage of \$23.15 per hour in Los Angeles County; Up to \$2.50 per hour may be used to meet the Post-Retention Wage of \$22.55 per hour in Riverside County; Up to \$4.55 per hour may be used to meet the Post-Retention Wage of \$24.60 per hour in San Francisco County; and Up to \$2.67 per hour may be used to meet the Post-Retention Wage of \$22.72 per hour in San Diego

Per ETP Regulation 4418 (b), the Panel may use commission earnings to determine a trainee's hourly wage, if there is a reliable history of commission payment by the employer and if actual payment can be verified. Commission means a percentage or proportion of the sale price, for services rendered in the sale of goods or services, paid to employees whose principal job duty is sales.

Electronic Recordkeeping/LMS

Omni will utilize a Learning Management System, Ultipro. Records can be retained for up to five years and will be managed and overseen by the training coordinator. ETP has reviewed and approved the use of this LMS.

Commitment to Training

Omni has an annual training budget of \$310,000. The training offered will cover new regulations implemented in response to the COVID-19 pandemic, necessary to provide a safe work environment for staff. The hotel will also continue to provide basic computer skills, a new hire orientation and safety training.

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

- Training Infrastructure

The project will be overseen by a Training Coordinator and 20 Managers, with the facility in San Diego as the lead facility to manage the other four participating facilities. Training will be delivered by in-house subject matter experts, and outside training vendors will be hired where appropriate. In addition, Omni has hired an administrative third party to assist with project administration.

Impact/Outcome

Due to the Covid-19 pandemic, the hotels were closed. Now that hotels are open and running again, new regulations have been implemented to allow staff to adapt to the post COVID-19 operating procedures. The training being proposed in this project will provide staff with the skills needed to adapt as the hotel continues to operate post pandemic.

Subcontractors

Subcontractor Type	Subcontractor Name	City, State	Cost / %
Development	National Training Company, Inc.	Irvine, CA	\$15,000
Administrative	National Training Company, Inc.	Irvine, CA	13% of Earned Amount

Training Subcontractors	City, State	Cost	Description of Service
To Be Determined	-	-	-

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Advanced Communication Skills
- Business Processes
- Contemporary Service
- Covid-19 Procedures
- Customer Focused Selling
- Dealing With Difficult People
- Getting Results Through Accountability
- Guest Service Skills
- Hospitality & Communication Skills
- Identifying/Meeting Guest Needs
- Interpersonal Skills
- Meeting Customer Expectations
- Negotiating Skills
- New Menu Presentation Skills
- New Service Procedures
- Operating Procedures
- Price/Value
- Putting the Guest First
- Resolving Guest Complaints
- Sales Skills
- Service Values
- Special Orders
- Technical Skills

Commercial Skills

- Best Practices
- Communication Skills
- Customer Service
- Dance Floor Assembly
- Equipment Repair
- Food Preparation
- Food Safety
- Housekeeping Procedures
- Maintenance Procedures
- Moving Furniture
- Sanitation Procedures

Computer Skills

- Customer Information Systems
- Food & Beverage Software
- Hotel Management Software
- Internal Customer Applications

- Internet Technology
- Microsoft Office
- Point of Sale Applications
- Reservation Systems
- Sales Reports
- Smartphone Technology
- Social Media Marketing
- Tablet Technology

Continuous Improvement Skills

- Critical Thinking Skills
- Problem Solving and Resolution
- Standard Work Procedures
- Team Building Skills



**Training Proposal for:
Bay Ship & Yacht Co.**

Contract Number: ET25-0166

Panel Meeting of: December 13, 2024

ETP Regional Office: San Francisco Bay Area

Analyst: S. Wang

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate	Industry Sector(s):	Manufacturing Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Alameda	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Number of Employees in:	CA: 300	U.S.: 300	Worldwide: 300
Turnover Rate:	7%		
Managers/Supervisors: (% of total trainees)	0%		

FUNDING DETAIL

In-Kind Contribution
\$445,000

Total ETP Funding
\$414,400

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	HazMat, HazWoper, Mfg. Skills, OSHA 10/30, PL- Mfg. Skills	296	8-200	0	\$1,400	\$24.60
				Weighted Avg: 50			

*Post-Retention Wage is the Contractual Wage.

<p>Minimum Wage by County: \$24.60 per hour for Alameda County</p> <p>Health Benefits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No This is employer share of cost for healthcare premiums – medical, dental, vision.</p> <p>Used to meet the Post-Retention Wage?: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Maybe</p> <p>Up to \$2.50 per hour may be used to meet the Post-Retention Wage.</p>
--

Current Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Shipyard Worker	\$22.10 - \$25.00	161
	\$25.01 - \$70.00	126
	\$70.01 - \$140.00	9

INTRODUCTION

Founded in 1977 and headquartered in Alameda, Bay Ship & Yacht Co. (Bay Ship) (www.bay-ship.com/) is a subsidiary of Bay Maritime Group. Located close to the Port of Oakland, Bay Ship provides dry-docking, maintenance, and repair services for vessels of different types of ships such as tugboats, ferries, cruise ships, pilot boats, yachts and research vessels owned by the government or its respective owners. The Company also provides the designing, engineering, painting, fabrication, hydraulic, machine shop, welding, and electrical services for the ships. ETP-funded training will be delivered at its Alameda location.

This will be Bay Ship’s seventh ETP Contract, and third within the last five years. Prior training added HAZWOPER training while expanding its Manufacturing Skills class offerings. Training also focused on proper use of personal protection equipment, forklift operations and safety processes, and hands-on manufacturing training. Even though some of the training curriculum in the proposal will be the same, training topics have been modified. Trainees who participated in the prior training plan will not repeat any courses.

Veterans Program

Although there is not a separate Veterans’ Job Number in this proposal, Bay Ship is committed to veteran inclusion and encourages veterans to apply for positions within the Company. The United States Coast Guard separation class is used by its shipyard.

PROJECT DETAILS

Training in this proposal will focus on updated training to keep current with OSHA standards. One of the updated regulated OSHA trainings is the Lead Abatement Training. This training will provide Shipyard Workers with the knowledge of the hazards working around lead while also learning the procedures for removal/abating, protective equipment, and testing and monitoring procedures around lead. There will be approximately two projects within the next two years involving the Lead Abatement Training. Additionally, per the Contract Representative, the Bay Area will begin using hydrogen-powered ferries in early 2025. Shipyard workers will receive annually safety training and knowledge on how to repair the ferries.

Training Plan

The following training will be conducted via Class/Lab, E-Learning, and Productive Lab:

Manufacturing Skills: This training will be offered to Shipyard Workers on courses such as Atmospheric Testing, Boat Painting Procedures, Lead Abatement Training, Tools and Equipment Use, and Welding 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.

PL- Manufacturing Skills training is critical for improving safety skills and for the understanding of safety protocols related to shipyard processes and procedures. This will allow entry-level workers to advance to a journey-level worker title and acquire more advanced safety certifications. PL will be delivered on craft-specific equipment that trainees must learn to use, including torches, grinders, arch welders, plasma cutters, sanders, sand blasting equipment, and spray-painting guns. In this proposal, approximately 150 Shipyard Workers will be participating in this hands-on training while receiving up to 20 hours of PL per trainee. PL training will be delivered by the craft/department trainers who are certified by the Safety Manager. The trainer-to-trainee ratio being requested for this proposal is 1:1.

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, Shipyard Workers 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 is SCM of San Ramon.

Commitment to Training

Bay Ship’s annual training budget in California is \$55,000 and includes craft, safety, manufacturing, and management training. Based on the Company’s 18 departments, a total of 7,464 hours of training must be delivered to ensure staff obtains the necessary skills.

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

➤ Training Infrastructure

The Company’s Safety Manager (dedicated administrator) will oversee the training program and administer the training data. There will also be two Training Coordinators to schedule and coordinate training with the employee’s work schedules. Training will be provided by in-house experts and by outside training vendors (certified by industry organizations) on a case-by-case basis, if needed.

Impact/Outcome

As a result of ETP training, HAZWOPER, HazMat, and OSHA 10/30 certifications will be attained through the training’s curriculum. These training certifications will improve the overall safety and functionality of the shipyard, ensuring compliance with OSHA regulations, and improving efficiency and safety of complex shipyard equipment.

PRIOR PROJECTS

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

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
*ET23-0147	Alameda	8/29/22 – 8/28/24	\$322,000	\$0 (0%)
ET19-0431	Alameda, Richmond	3/4/19 – 8/30/21	\$253,760	\$209,253 (83%)

* Based on ETP systems, 14,024 reimbursable hours have been tracked for potential earnings of \$322,000 (100% of approved amount). The Contractor projects final earnings of 100% based on training delivered to date. The Contractor has submitted one progress payment invoice, which has been approved for credit only, pending submission of the final closeout invoice.

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:

Hazardous Materials (Trainer-to-Trainee Ratio 1:40)

- Hazardous Atmospheres
- Hazardous Communications
- Hazardous Material Handling

HazWoper (Trainer-to-Trainee Ratio 1:40)

- HazWoper 8
- HazWoper 24
- HazWoper 40
- Spill Response

Manufacturing Skills

- Aerial Man-Lift
- Airline Safety
- Aluminum Welding
- Atmospheric Testing
- Boat Painting Procedures
- Coatings
- Electrical Safety Training
- Forklift
- Forklift and Crane Spotter
- Hot Work Permit Procedures
- Job Set Up Training
- Lead Abatement Training
- Lock Out / Tag Out Procedures
- Machinist Training
- Mobile Crane Operator Training
- Overhead Crane Operator Training
- OXY-Fuel Procedures / Operator
- Paint Storage
- Painter Training
- Pipe Install / Removal
- Pipe Welding
- Power Safety
- Production Support
- Respiratory Protection Training
- Rigging Training
- San Blasting Procedures
- Scaffolding Building and Inspection
- Scaffolding Safety
- Shipyard Safety Training
- Shop Safety Procedures
- Small Boat Operator

- Spray Painting Safety and Procedures
- Steel Welding
- Tool Issue and Inspections
- Tools and Equipment Use
- Valve Install / Removal
- Ventilation
- Vessel Equipment Set-Up Procedures
- Water Line Safety
- Welder Training
- Welding Procedures
- Working at Heights

Safety Skills - OSHA 10/30 (Certified-OSHA Instructor)

- OSHA 10
- OSHA 30

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

Manufacturing Skills

- Painting / Blasting
- Rigging / Staging
- Sand Blasting
- Spray Painting
- Welding



**Training Proposal for:
Headway Technologies, Inc.**

Contract Number: ET25-0153

Panel Meeting of: December 13, 2024

ETP Regional Office: San Francisco Bay Area

Analyst: R. Jackson

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate	Industry Sector(s):	Manufacturing Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Santa Clara	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Number of Employees in:	CA: 744	U.S.: 744	Worldwide: 101,453
<u>Turnover Rate:</u>	9%		
<u>Managers/Supervisors:</u> (% of total trainees)	12%		

FUNDING DETAIL

In-Kind Contribution
\$500,000

Total ETP Funding
\$474,880

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	Computer Skills, Mfg. Skills, Business Skills, Cont. Impr.	424	8-200	0	\$1,120	\$24.60
				Weighted Avg: 40			

*Post-Retention Wage is the Contractual Wage.

<p>Minimum Wage by County: \$24.60 per hour for Santa Clara County</p> <p>Health Benefits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No This is employer share of cost for healthcare premiums – medical, dental, vision.</p> <p>Used to meet the Post-Retention Wage?: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Maybe</p> <p>Up to \$2.50 per hour may be used to meet the Post-Retention Wage.</p>
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Current Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Business Staff	\$37.27 - \$64.90	4
	\$64.91 - \$90.31	3
	\$90.32 - \$137.91	3
Finance Staff	\$31.01 - \$35.00	3
	\$35.01 - \$50.97	7
	\$50.98 - \$56.18	1
IT Support	\$37.06 - \$40.88	1
	\$40.89 - \$55.63	4
	\$55.64 - \$69.07	3
	\$69.08 - \$88.00	2
	\$88.01 - \$97.59	1
Engineering Staff	\$35.00 - \$39.91	2
	\$39.92 - \$55.29	11
	\$55.30 - \$71.81	28
	\$71.82 - \$84.60	9
	\$84.61 - \$118.63	10
Supervisor/Manager	\$50.18 - \$66.20	14
	\$66.21 - \$83.03	19
	\$83.04 - \$96.22	17
Technical Staff	\$47.79 - \$62.01	2
	\$62.02 - \$79.64	16

	\$79.65 - \$94.45	12
	\$94.46 - \$99.23	2
Technical Director (frontline, non-policy maker)	\$92.25 - \$113.91	6
Handler	\$23.00 - \$25.00	2
	\$25.01 - \$38.64	6
Lead	\$22.10 - \$25.00	2
	\$25.01 - \$38.56	12
Operator	\$22.10 - \$25.00	34
	\$25.01 - \$39.66	80
Administrative Staff	\$22.10 - \$25.00	3
	\$25.01 - \$43.98	7
Technician	\$23.12 - \$25.00	13
	\$25.01 - \$59.00	85

INTRODUCTION

Founded in 1994 and based in Milpitas, Headway Technologies, Inc. (Headway) (www.headway.tdk.com) designs and manufactures recording heads for high-performance hard disk drives used in portable computers and computer servers. Headway continues to research and develop the next generation of disk drives to maintain large customer accounts such as Toshiba, Seagate, and Hitachi Global Storage Technologies. ETP training will be delivered at the Company's five locations in Milpitas.

Previous training focused on newly hired staff and a select number of incumbent workers to keep pace with its expanding facilities in Milpitas. In the last project, incumbent workers received customized coursework to reach its cross-training goals related to increasing production-line activities. By cross-training staff to perform low-level engineering tasks as part of its progressive career path, Headway reported engineers could now better focus on designing new products.

In this proposal, the Company offers coursework that has been updated or otherwise never offered before. Headway has invested an estimated \$20 million in new manufacturing equipment and is offering training for Managers/Supervisors in the production area to boost leadership and to reach strategic goals.

This is Headway's seventh ETP Contract, and third in the past five years.

Veterans Program

Although Headway does not have a formal Veterans program in place for recruitment, the Company does hire and employ Veterans through its normal hiring practices. Additionally, it posts open positions onto Employment Development Department's employment website that is reportedly linked to America's Job Bank and is accessible to potential Veteran candidates.

PROJECT DETAILS

Headway has acquired several new manufacturing machines that require staff to have training on. Each machine reportedly requires a range of eight hours to several weeks to obtain operational competencies in order to work independently. Additionally, for safety and waste

prevention purposes, many processes require refresher courses if a trainee is not assigned to a particular process or machine/tool for greater than a 90 day period. The training proposed reinforces the following three main goals:

- Reducing the environmental impact from a lifecycle perspective across the manufacturing processes.
- Adapting to the introduction of 5G and Edge AI technology to execute large scale machine learning to improve ability to collect and process data quickly.
- Upgrading the skills of the workforce with ever-changing data storage technologies and tools to remain competitive in the digital society.

The proposal also reinforces intensive training to meet demands for highly skilled technical manufacturing workers at the Milpitas locations.

Training Plan

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

Business Skills: This training will be offered to all occupations on topics that include Customer Service and Project Management.

Continuous Improvement: This training will be offered to all occupations on topics that include Efficiency / Quality Improvement and High Performance Work Teams.

Computer Skills: This training will be offered to Engineers, Supervisors/Managers, IT Support, and Administrative Staff on topics that include Strategic Talent Management and Linux Software.

Manufacturing Skills: This training will be offered to Leads and Technicians on topics that include Magnetic Recording Methods and Inspection Techniques.

Commitment to Training

Headway's annual training budget in California is approximately \$170,000 for new-hire orientation, health and safety, basic computer skills, compliance, and department-specific 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

Headway's Employee Relations Manager (dedicated administrator) will oversee ETP training, and 4 dedicated internal Administrators will assist in administration. The Company also retained a third-party subcontractor, California Training Administration (CTA), to assist with ETP administration. Training will be delivered by 30 in-house experts and by training vendors if needed.

Alternate Recordkeeping

Staff has reviewed and approved Headway's request to use an alternative recordkeeping method.

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 \$ %
ET23-0115	Milpitas	8/1/22 – 7/31/24	\$498,824	\$72,116 (14%)
ET18-0178	Milpitas	4/2/18 – 4/1/20	\$344,250	\$344,250 (100%)

ET23-0115: Based on ETP systems, 17,984.40 reimbursable hours have been tracked for potential earnings of \$413,641.20 (83% of approved amount). Invoices are currently submitted and being processed.

DEVELOPMENT SERVICES

CTA in San Jose assisted with development for a flat fee of \$2,500.

ADMINISTRATIVE SERVICES

CTA 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

- Customer Service
- Effective Presentations
- Finance / Accounting Processes
- Headway Product Training
- Negotiation Skills / Professionalism
- Project Management
- Strategic Implementation
- Strategic Planning
- Support Skills (Customer, Supplier, Sales)

Computer Skills

- Applicant Tracking System
- Atomic Force Microscope
- AutoCAD
- Document Control System
- Dynamics Tools
- Energy Dispersive X-Ray
- Hysitron
- Java
- JMP – Data Analysis Tool
- Linux
- Microsoft Tools (Word, Excel, PowerPoint – Int. & Adv. only)
- Oracle
- Outlook
- PeopleSoft
- PlanSource Portal
- Python
- Raman
- Scanning Electron Microscope
- SharePoint
- Software / Programming Tools
- SolidWorks
- Strategic Talent Management Software (TDK-TMS)
- Understanding System Architecture

Continuous Improvement

- Quality Audit Processes (ASQ Certification)
- Effective Communications
- Efficiency / Quality Improvements
- Good Manufacturing Practices
- High Performance Work Teams
- Managing Multiple Priorities / Time-Sensitive Deadlines

- Mean Time Between Failures
- Mean Time Preventative Maintenance
- Problem Solving
- Process Improvement
- Process Innovation
- Quality 101
- Lean Quality Improvements
- SPC (Writer & Reader)
- Team Building / Team Meetings
- ISO 9001
- Leadership – New Lead / Supervisor Skills
- Coaching / Motivating Others to Excellence
- Motivating Employees in the Workplace
- Handling Difficult Situations
- Train the Trainer

Manufacturing Skills

- Manufacturing Process Instruction
- Photo
- Vacuum
- Plating
- Polish
- Parker Motion
- Yaskawa
- Magnetic Recording Methods
- Cleanroom Certification
- Chemical Mechanical Planarization
- Data Storage Devices
- Edge AI Technology
- Engineering Process Instruction
- Equipment / Tool Certification
- Equipment Maintenance
- Electrostatic Discharge
- Focused Ion Beam Technology
- Handling Skills
- HDD Technology (Hard Disk Drive)
- Inspection Techniques
- Job Skills Updates
- Lock Out / Tag Out
- Microwave-Assisted Magnetic Recording
- Manufacturing Cross-Training
- Material Handling / Waste Management
- Nano-Scale Applications
- Operating Production Equipment
- Process Review (Reader / Writer)
- Product Development
- Reader / Writer Process Review
- Shipping / Receiving Techniques

- Supply Chain & Inventory Certification
- Thermal-Assisted Magnetic Recording
- Testing / Troubleshooting
- Thin Film Fabrication
- Tool Information Management System
- Tunnel Magneto Resistive
- Vacuum Theory / Vacuum Equipment
- Warehouse & Inventory Processes
- Work Instructions
- Wafer Handling



**Training Proposal for:
Crystal Creamery, Inc.**

Contract Number: ET25-0159

Panel Meeting of: December 13, 2024

ETP Regional Office: Sacramento

Analyst: J. Dongallo

Project Profile

Contract Attributes:	HUA Priority Rate Retrainee	Industry Sector(s):	Manufacturing	
		Priority Industry:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Counties Served:	Kern, Humboldt, Fresno, Alameda, Stanislaus, Shasta, San Joaquin, Yolo, Monterey	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Teamsters - Local Union No. 386			
Number of Employees in:	CA: 760	U.S.: 760	Worldwide: 760	
<u>Turnover Rate:</u>	11%			
<u>Managers/Supervisors:</u> (% of total trainees)	5%			

Funding Detail

In-Kind Contribution
\$977,760

Total ETP Funding
\$343,000

Training Plan Table

Job No.	Job Description	Estimated No. of Trainees	Range of Hours			Average Cost per Trainee	Post-Retention Wage
			Class / Lab	CBT	Weighted Avg:		
1	Priority Rate HUA Retrainee	200	8-200	0-0	50	\$1,400	\$20.05
2	Priority Rate Retrainee	45	8-200	0-0	50	\$1,400	\$22.55

*Post-Retention Wage is the Contractual Wage.

Published Minimum Hourly Wage by County:	
Job Number 1:	\$16.91 per hour in Fresno, Kern, San Joaquin, and Stanislaus Counties.
Job Number 2:	\$22.55 per hour in Humboldt, Monterey, Shasta, and Yolo Counties. \$24.60 per hour in Alameda County.
Health Benefits:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No This is employer share of cost for healthcare premiums – medical, dental, vision.
Used to meet the Post-Retention Wage?:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Health Benefits may be used to meet the Post-Retention Wage as follows:	
Job Number 1:	\$0.00
Job Number 2:	\$2.50

Wage Range by Occupation					
Occupations	Wage Range	Estimated number of trainees			
		Total	\$15 to \$20	\$20.01 to \$25	Over \$25.01
JOB NUMBER 1 - Priority Rate, HUA, Retrainee					
Office Clerks	\$20.05 - \$24.35	10	0	10	0
Production Workers	\$20.05 - \$26.70	71	0	60	11
Machine Operators	\$20.05 - \$26.70	40	0	15	25
Quality Control Technicians	\$20.05 - \$26.70	10	0	7	3
Truck Drivers	\$23.70 - \$26.70	35	0	23	12
Maintenance Mechanics	\$25.00 - \$39.00	22	0	10	12
Supervisors	\$30.77 - \$43.26	6	0	0	6
Managers	\$38.46 - \$60.10	6	0	0	6
JOB NUMBER 2 - Priority Rate, Retrainee					
Office Clerks	\$20.05 - \$24.35	4	0	4	0
Production Workers	\$20.05 - \$26.70	19	0	9	10
Machine Operators	\$20.05 - \$26.70	8	0	5	3
Quality Control Technicians	\$20.05 - \$26.70	3	0	2	1
Truck Drivers	\$23.70 - \$26.70	5	0	3	2
Maintenance Mechanics	\$25.00 - \$39.00	2	0	0	2

Wage Range by Occupation					
Occupations	Wage Range	Estimated number of trainees			
		Total	\$15 to \$20	\$20.01 to \$25	Over \$25.01
Supervisors	\$30.77 - \$43.26	2	0	0	2
Managers	\$38.46 - \$60.10	2	0	0	2

Introduction

Founded in 1901 and headquartered in Modesto, Crystal Creamery, Inc. (Crystal Creamery), (www://crystalcreamery.com) produces, packages and distributes a variety of dairy products. These products include ice cream, butter, milk, sour cream, cottage cheese, yogurt, juice and other specialty items. Customers include large and small grocery retailers such as, Safeway, Albertsons, Kroger Foods, and direct-to-customer sales via its website. Crystal Creamery has 18 production, distribution and service facilities throughout California; Modesto (6), West Sacramento (1), Stockton (2), Fortuna (2), Bakersfield (1), Fresno (3), Salinas (1), Hayward (1), and Redding (1). ETP training will be delivered at all of these locations. These 18 locations are in Kern, Humboldt, Fresno, Alameda, Stanislaus, Shasta, San Joaquin, and Yolo Counties.

This will be Crystal Creamery's second ETP Contract and second in the past five years.

Veterans Program

Although this project does not include a Veterans component, the training population of Crystal Creamery may include Veterans. The Company recruits Veterans by working with the local Chamber of Commerce, online recruiting sites, and offering an internal recruiting program.

Union Support

Maintenance Mechanics, Truck Drivers, Machine Operators, Quality Control Technicians, Production Workers, and Office Clerks are represented by General Teamsters Local Union No. 386. The Union has submitted a letter of support for this training project.

Project Details

In the prior ETP Project, the Company focused training on continuous improvement, workflow processes and customer service initiatives to promote greater collaboration across the Company. Under this proposal, Crystal Creamery plans to focus training on the increased amount of production, equipment, and technology. Some training topics may be repeated from the previous project and some trainees in this project participated in the previous contract. However, there will be no duplication of training in any course. This project will focus on advanced production and leadership skills to handle greater customer demand within the industry.

Crystal Creamery has structured its existing training plan to focus on increasing productivity and enhancing customer service. The Company has identified the need to cross-train and develop the skills of its staff on workflow processes including project planning and management to ensure the Company can meet and exceed customer expectations. Training will focus on multiple facility operations to ensure manufacturing and the delivery of products are made on time. The training plan will address any production and harvesting deficiencies and allow

Crystal Creamery to standardize its processes and training so that it can assure its clients will receive the highest quality product.

Additionally, Crystal Creamery continuously improves all aspects of its business to provide customers with the best service and product. In this project, The Company continues to research and develop new edible products and continuously improves all aspects of its business to provide customers with the best service. Crystal Creamery continues to invest in advanced technological equipment involving more robotics to coincide with manual production. This upgrade in equipment will require enhanced staff skillsets supported by an advanced technology manufacturing training plan, focused on Kuka Robotics and Federal Filler Operations, to ensure they exceed industry needs.

Crystal Creamery remains committed to creating promotional growth opportunities within its labor force. The Company has created various structured training plans focused on increasing cross-training skillsets as well as creating a positive working environment, encouraging retention and promotion.

Training Plan

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

Business Skills: Training will be offered to Managers, Supervisors, Quality Control Technicians, and Office Clerks. Training will promote administrative efficiency and provide staff with the knowledge and skills to run the business effectively. Trainees will receive training in Organizational Development, Accounting Principles, and Communication Skills for Supervisors.

Commercial Skills: Training will be offered to Truck Drivers, Production Workers, and Machine Operators. Trainees will receive training in Forklift Operation Certification and Truck Driver DOT (Department of Transportation) Safety Practices.

Continuous Improvement: Training will be offered to all occupations. Training topics include Internal Auditing, Ammonia Operations, Good Manufacturing Practices, Hazard Analysis Critical Control Points, Microbiological Testing, and Safety Quality Food.

Manufacturing Skills: Training will be offered to Machine Operators, Maintenance Mechanics, Production Workers and Quality Control Technicians. Training topics include Churn Operations, Evaporator/Dry Operations, Freezer Operations, Moisture Specifications, Pasteurizer/Cheese Maker Processes, and Temperature Set Points.

Manufacturing Skills – Advanced Technology: Training will be offered to Machine Operators, Maintenance Mechanics, Production Workers and Quality Control Technicians. Training topics include Ammonia Refrigeration/RITA Certification, Federal Filler Operations, and Kuka Robotics.

Certified Safety Training

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

opportunities. The coursework must be approved by Cal-OSHA, and the instructors must be certified by Cal-OSHA.

Productive Laboratory

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

Training will be delivered to Machine Operators and Production Workers. The trainer will demonstrate step-by-step instructions and then observe trainees perform these tasks. Training will be provided on Freezer Operations, Churn Operations, Pasteurizer/Cheese Maker Processes, Federal Filler Operations and Kuka Robotics.

Training will provide staff with the tools they need to complete their job duties. Production will be impacted because an experienced staff member will be used to train and observe trainees. Since machine operation is a hands-on task, the Company believes that it can't be accomplished primarily through reading materials. Crystal Creamery is requesting a 1:1 trainer-to-trainee ratio and up to 10 hours of PL per trainee.

High Unemployment Area

200 Trainees in Job Number 1 work in a High Unemployment Area (HUA), with unemployment exceeding the state average by at least 25%. The Company's locations in Stanislaus, San Joaquin, Fresno and Kern County are in a HUA region.

-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. Crystal Creamery is requesting a wage modification from \$22.55 per hour to \$20.05 per hour for approximately 100 trainees working in the Office Clerks, Machine Operators, Production Workers and Quality Control Technicians Occupations for Job Number 1.

Other Resources

The Company hires qualified staff through an On the Job (OJT) program from Workforce Development, as well as, process Work Opportunity Tax Credit (WOTC) for qualified New Hires. WOTC is a federal tax credit available to employers who invest in American job seekers who have consistently faced barriers to employment. Crystal Creamery receives up to \$25,000 of additional tax credit for qualified individual groups.

Commitment to Training

Crystal Creamery's annual training budget is approximately \$15,000 per facility for safety training and employee improvement. The Company is committed to improving performance and knowledge for all employees. ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

-Training Infrastructure

Crystal Creamery has a structured training plan in place and is ready to start training upon project approval. The HR and Payroll manager will oversee project administration along with the two HR Specialists and Site Managers at each facility, who will handle training rosters and tracking performance. A third party administrator will assist with the implementation, compliance, reporting and reimbursements for the contract. Training will be provided by in-house experts and vendors as needed.

Prior Projects

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

Contract No.	Term	Approved Amount	Payment Earned	
			\$	%
ET23-0146	08/29/22 - 08/28/24	\$285,200	\$0	(0%)

Based on the ETP system, 14,831 reimbursable hours have been tracked for a potential earnings of \$285,200 (100% of the approved amount). Crystal Creamery projects final earnings of 100% based on training currently committed by employers and in progress through August 2024.

Subcontractors

Subcontractor Type	Subcontractor Name	City, State	Cost / %
Development	Lourdes Uranday Consulting	Newman, CA	\$2,000
Administrative	Lourdes Uranday Consulting	Newman, CA	10% of Earned Amount

Training Subcontractors	City, State	Cost	Description of Service
To Be Determined	-	-	-

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Communication Skills for Supervisors
- Accounting Principles
- Organizational Development
- Advanced and Intermediate Microsoft Office Products

Commercial Skills

- Forklift Operator Certification
- Truck Driver DOT (Department of Transportation) Safety Practices

Continuous Improvement Skills

- Hazard Analysis Critical Control Points (HACCP)
- Good Manufacturing Practices (GMPs)
- Ammonia Operations
- Internal Auditing
- Microbiological Testing
- Food Safety and Quality
- Safety Quality Food (SQF)

Manufacturing Skills

- Sanitation Safety Equipment
- Pasteurizer/Cheese Maker Processes
- Machine Operation
- Freezer Operations
- Moisture Specifications
- Churn Operations
- Evaporator/Dry Operations
- Temperature Set Points

Manufacturing Skills - Advanced Technology

- Federal Filler Operations
- Ammonia Refrigeration/RITA Certification
- Kuka Robotics

Safety Skills - OSHA 10 (Certified-OSHA Instructor)

- OSHA 10

Safety Skills - OSHA 30 (Certified-OSHA Instructor)

- OSHA 30

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

Trainees may receive any of the following:

Manufacturing Skills

- Sanitation Safety Equipment
- Pasteurizer/Cheese Maker Processes
- Machine Operation
- Freezer Operations
- Moisture Specification
- Churn Operations
- Evaporator/Dry Operations
- Temperature Set Points

Manufacturing Skills - Advanced Technology

- Federal Filler Operations
- Ammonia Refrigeration/RITA Certification
- Kuka Robotics



GENERAL TEAMSTERS LOCAL UNION NO. 386

The Counties of Stanislaus, Merced Mariposa, and Yosemite National Park California

Affiliated with the International Brotherhood of Teamsters

Jeff P. Berdion
Secretary-Treasurer

July 30, 2024

Executive Board

Employment Training Panel
1100 J Street
Sacramento, CA 95814

Bryan Ronngren
President

Dear Panel Members,

Bill Stewart
Vice President

We understand Crystal Creamery is requesting ETP funding. The proposed training plan for the specified members has our support.

Carlos Ortega
Recording-Secretary

The Union with respective Local 386 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.

Trustee's

Rene Leyva
Greg Amador
Alejandro Ibarra

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.

Business Agents

Jeff Berdion
Rene Leyva
Bryan Ronngren
Michelle Aldridge
Emiliano Chavez

See below for list of job titles/occupations covered

- Maintenance Mechanics 31
- Truck Drivers 212
- Machine Operators 203
- Quality Control Technicians 17
- Production Workers 175
- Office Clerks 20

Wendel J. Kiser
Memorial Building
1225 13th Street
Modesto, CA 95354

Phone (209) 526-2755
Fax (209) 526-9485

Sincerely,

Emiliano Chavez, Sr
Business Representative





Training Proposal for:

Kagome INC.

Contract Number: ET25-0160

Panel Meeting of: December 13, 2024

ETP Regional Office: Sacramento

Analyst: J. Dongallo

Project Profile

Contract Attributes:	HUA Priority Rate Retrainee	Industry Sector(s):	Manufacturing	
		Priority Industry:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Counties Served:	Kern, Merced, San Benito	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: 249	U.S.: 249	Worldwide: 249	
<u>Turnover Rate:</u>	3%			
<u>Managers/Supervisors:</u> (% of total trainees)	8%			

Funding Detail

In-Kind Contribution
\$402,296

Total ETP Funding
\$217,140

Training Plan Table

Job No.	Job Description	Estimated No. of Trainees	Range of Hours			Average Cost per Trainee	Post-Retention Wage
			Class / Lab	CBT	Weighted Avg:		
1	Priority Rate HUA Retrainee	235	8-200	0-22	33	\$924	\$17.00

*Post-Retention Wage is the Contractual Wage.

Published Minimum Hourly Wage by County:	
Job Number 1:	\$16.91 per hour for Merced, San Benito, Kern counties.
Health Benefits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No This is employer share of cost for healthcare premiums – medical, dental, vision.	
Used to meet the Post-Retention Wage?: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Health Benefits may be used to meet the Post-Retention Wage as follows:	
Job Number 1:	\$0.00

Wage Range by Occupation					
Occupations	Wage Range	Estimated number of trainees			
		Total	\$15 to \$20	\$20.01 to \$25	Over \$25.01
JOB NUMBER 1 - Priority Rate, HUA, Retrainee					
Packaging Staff	\$17.00 - \$24.20	6	3	3	0
Operators	\$17.00 - \$27.89	89	84	3	2
Seed Production	\$17.00 - \$59.42	25	11	7	7
Logistics	\$17.31 - \$37.85	16	7	5	4
Quality Assurance	\$18.00 - \$53.41	21	10	7	4
Facilities & Maintenance	\$20.20 - \$62.78	18	0	8	10
Sales	\$21.00 - \$64.29	10	0	5	5
Research and Development	\$21.20 - \$57.60	8	0	1	7
Finance, Human Resources and Administrative Staff	\$22.55 - \$52.63	15	0	3	12
Operations	\$22.55 - \$59.46	7	0	2	5
Managers & Supervisors	\$32.80 - \$64.87	20	0	0	20

Introduction

Founded in 1899 and headquartered in Los Banos, Kagome, INC. (Kagome) is a large manufacturer of natural vegetable and fruit products, such as, sauces, margarines, salsas, spreads, and dessert toppings used in restaurants and sold by major U.S. retailers. Kagome’s customers include Panda Express, Subway, Dominos, Taco Bell, Kentucky Fried Chicken, Chili’s, Applebee’s, Costco, Sam’s Club, and various independent grocery stores. Kagome has production, distribution and service locations in Kern, Merced and San Benito Counties. All three locations will participate in training under this proposal. Kagome Inc. is a US subsidiary of Kagome Co. Ltd. in Japan.

This is Kagome's third ETP project and third in the last five years.
INC

Veterans Program

Although this project does not include a Veterans component, the training population of Kagome may potentially include Veterans. The Company works with its local chamber of commerce, uses online recruiting sites, and offers an internal recruiting program to recruit Veterans for open positions.

Project Details

Training from the previous project focused on replacing manual processes with new technology, and production efficiency to be more competitive in the marketplace. The Company's focus on safety, quality, efficiency and modern processes has resulted in growth in operations and expansion in products and services. In this project, the Company will continue to train employees on quality and safety standards in a larger capacity with improved workflows, products and services.

Kagome is expanding, diversifying, and making its operations more sustainable. This has created additional training needs and learning opportunities that includes adding packaging operations to its Los Banos facility. The Company's full line of packaging includes sachets, portion-controlled cups, flexible pouches, bowls, squovals, jugs, bag-in-boxes, pails, drums, and totes. Kagome's packaging technology meets the rising demand for meal kits, on-the-go snack packs, and controlled food portion sizes as well as the strong desire for more sustainable choices. Employees will now need to be trained on new equipment, products and processes to meet the demands of the market and achieve overall customer satisfaction.

On January of 2024, Kagome acquired another tomato processing company, which now ranks them as 3rd in the world for annual raw tomato processing capacity. Their new capacity of approximately 2.23 million tons is a significant increase from manufacturing 1.55 million tons (14th ranked) before the acquisition. Employees will be trained on recent changes to production workflows and meeting increased product demands. Kagome is, also, expanding its culinary services through its menu development, concept innovation, and product matching. This strategy requires continuous training for the constant rollout of new production processes for the new products and packaging.

Kagome continues to make changes to operations to become a low-carbon, zero-waste business for a more sustainable future. The Company continues to update its production systems and equipment to surpass industry standards. As of April of 2024, Kagome has invested \$400,000 on packaging, processing, custom recipe equipment and facility upgrades to meet sustainability goals. Some examples of these equipment upgrades are: KOIS Waste Water Flow Meter, Filler Low Weight Rejection Conveyers, American Pouch Roller, Case Coder Replacement, Chlorine Monitor System and Line #1 Robotics upgrade. All staff will receive various levels of training specific to the numerous equipment upgrades, in order to improve overall knowledge and proficiencies.

Lastly, Kagome remains committed to creating promotional growth opportunities for its workforce and has developed structured training plans aimed at expanding skill sets and creating a positive working environment to encourage retention and promotional opportunities. Training in Leadership Development, Report Preparation, Coaching Skills, Building Organizational Capacity, Business Communication, Customer Relations, Data Analysis and

Fleet Management will not only equip trainees with transferable skills but also promote and reinforce the Company's culture.

Training Plan

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

Business Skills: Training will be offered to all occupations. Training will promote administrative efficiency and provide staff with the knowledge and skills to run the business effectively. Trainees will receive training in Business Communication, Data Analysis and Fleet Management.

Commercial Skills: Training will be offered to Research and Development and Managers & Supervisors. Employees will receive training in Consumer Innovation and Product Development.

Continuous Improvement: Training will be provided to all occupations. Training will enable employees to improve quality, productivity and food safety. Training will cover courses, such as, 5S Training, Best Practices, Line Improvement, Quality Assurance and Root Cause.

Management Skills: Training will be delivered to Managers & Supervisors. Training will focus on enhancing skills to create a productive work atmosphere to motivate, positively lead, and coach staff. Training will be for Building Organizational Capacity, Coaching Skills, Leadership Development and Report Preparation.

Manufacturing Skills: Training will be provided to all occupations, except for Finance, Human Resources and Administrative Staff. Trainees will gain skills and knowledge to operate and maintain new and old production equipment to ensure product quality. Staff will receive training on courses, such as, Basic Food Facility Defense, Breeding Seeds, Chemical Safety, Effective Pest Control, Food Allergens, Halal Manufacturing, Labeling Systems, Maintenance Processes, and Mixer Training.

Hazardous Material Skills: Training will be provided to Facilities & Maintenance, Managers & Supervisors, Operations, Operator, Packaging, and Seed Production. Trainees will gain skills and knowledge to handle and maintain various chemicals and waste to ensure a safe working environment. Staff will receive training on courses, such as, Ammonia Training, Hazardous Communication, Hazardous Waste and Liquefied Petroleum Gas (LPG).

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 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 that is 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. The trainer will impart knowledge, observe, verify comprehension, and submit appropriate training documentation. Kagome requests a PL trainer-to-trainee ratio of 1:1 as a small percentage of PL training is currently

delivered in small teams of 1 on the production floor. This is the most efficient training method for staff in the field. Approximately 100 Operators and Packaging Staff trainees will receive up to 8 PL hours in the following: Equipment Operation, Maintenance & Troubleshooting, Tractor Operations and Packaging.

Computer-Based Training (CBT)

CBT will be provided to reinforce Class/Lab training provided in Manufacturing Skills as outlined in the Curriculum. Trainees will receive between 0-22 hours of CBT.

High Unemployment Area

All trainees in Job Number 1 work in a High Unemployment Area (HUA), a region with unemployment exceeding the state average by at least 25%. The Company's locations in Kern, Merced and San Benito Counties are in HUA.

- Wage Modifications

For these trainees, the Panel may modify the ETP Minimum Wage by up to 25% if post-retention wages exceed the pre-retention wages. Kagome requests this wage modification for these trainees, from \$22.55 per hour to \$17.00 per hour.

Approximately 119 Facilities & Maintenance, Logistics, Operator, Packaging, Quality Assurance and Seed Production will need the wage modification.

Commitment to Training

Kagome invested approximately \$60,000 for training related to human resources focused, safety training, and training for manual operations. ETP training will help Kagome implement a new curriculum, related to new products, processes and rapid growth. 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 has a comprehensive plan for administering the ETP project. The Senior Supervisor of Human Resources (HR) will oversee all aspects of the training project. Kagome's Senior HR Generalist will be responsible for training oversight, scheduling courses from the approved Curriculum, collecting ETP rosters, and providing reports and internal data for tracking purposes to a third party subcontractor. There will be staff at each location to help coordinate training and an internal team of nine high-level subject-matter experts and ten Supervisors/Managers will deliver training. In addition, Kagome has retained the services of a third party administrative subcontractor to assist with the administrative requirements.

Prior Projects

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

Contract No.	Term	Approved Amount	Payment Earned	
			\$	%
ET22-0169-000	11/22/21 - 03/30/24	\$244,260	\$226,194.96	(93%)
ET18-0209-000	06/04/18 - 09/01/20	\$247,680	\$185,736.00	(75%)

Subcontractors

Subcontractor Type	Subcontractor Name	City, State	Cost / %
Development	Economic Incentives Advisory Group	Phoenix, AZ	\$12,500
Administrative	Economic Incentives Advisory Group	Phoenix, AZ	12% of Earned Amount

Training Subcontractors	City, State	Cost	Description of Service
To Be Determined	-	-	-

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Business Communication
- Customer Relations
- Data Analysis
- Fleet Management
- Project Management

Commercial Skills

- Consumer Innovation
- Product Development

Continuous Improvement Skills

- 5S Training
- Best Practices
- Line Improvement
- Process Improvement
- Process Inspection
- Quality Assurance
- Root Cause

Hazardous Materials Skills

- Ammonia Training
- Flammable and Combustible Liquids Safety
- Hazard Analysis and Critical Control Points
- Hazardous Waste
- Liquefied Petroleum Gas (LPG)
- Sanitation & Chemical Handling

Management Skills (Managers/Supervisors/Leads Only)

- Building Organizational Capacity
- Coaching Skills
- Leadership Development
- Report Preparation

Manufacturing Skills

- Aerial Lift / Boom lift / Scissor Lift
- American Pouch Roller
- Basic Food Facility Defense
- Breeding Seeds
- Case Coder Replacement
- Check weighing
- Chemical Safety
- Chlorine Monitor System

- Clean In Place/Clean Out of Place
- Compressed Air Use
- Conveyors
- Current Good Manufacturing Practices (GMP)
- Effective Pest Control
- Electrical Basics
- Equipment Operation, Maintenance & Troubleshooting
- Effective Pest Control
- Filler Low Weight Rejection Conveyers
- Food Allergens
- Food Fraud
- Food Safety Modernization Act
- Food Safety Standards
- Fork Lift
- Glass and Hard Plastic Handling procedure
- Good Laboratory Practices
- Halal Manufacturing
- Hand Tools
- Ingredient Inventory Management
- KOIS Waste Water Flow Meter
- Labeling Systems
- Laboratory Safety
- Line #1 Robotics Upgrade
- Maintenance Processes
- Machine Safeguarding
- Material Handling/Shipping
- Metal Detection & Monitoring
- Minor Ingredients Training
- Mixer Training
- Packaging Processes
- Recordkeeping and Recording
- Safe Quality Foods
- Sanitation and Housekeeping
- Scaler Raw Materials Training
- Safety Data Sheets Training
- Tractor Operations
- Welding/Cutting/Brazing

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

Trainees may receive any of the following:

Manufacturing Skills

- Equipment Operation, Maintenance & Troubleshooting
- Packaging
- Tractor Operations

Computer-Based Training

Trainees may receive any of the following:

Hazardous Materials Skills

- Ammonia Accident Prevention - 15 mins
- Ammonia Awareness - 13 mins
- Asbestos Awareness - 16 mins
- Combustible Dust - 17mins
- Overview of Hazard Analysis Critical Control Point (HACCP) - 16 mins
- Overview of Hazard Analysis Critical Control Point (HACCP) for Supervisors - 25 mins

Management Skills (Managers/Supervisors/Leads Only)

- Leading Change - 30 mins
- Leading Change: Changing From Peer to Boss - 10 mins
- Leaders Working With Leaders: Building Your Team - 24 mins
- Being a Successful Supervisor - 19 mins

Manufacturing Skills

- Bacteria Basics - 14 mins
- Basic Food Facility Defense - 19 mins
- Basic Food Facility Defense - Distribution - 15 mins
- Cleaning and Sanitizing Procedures for Food Manufacturers - 22mins
- Controlling Salmonella in Food Manufacturing - 19 mins
- Dangerous Microorganisms in Food Manufacturing - 24 mins
- Driver Food Safety Standard Operating Procedures - 10 mins
- Effective Pest Control Practices - 19 mins
- Effective Record Keeping Practices - 14 mins
- Electrical Safety - 30 mins
- Environmental Monitoring Basics - 22 mins
- Foodborne Illness and Employee Reporting - 22 mins
- High Lift Truck Review - 16 mins
- Introduction to Clean in Place - 14 mins
- Introduction to Food Allergens - 16 mins
- Introduction to Food Fraud - 11 mins
- Introduction to Food Safety Standards - 18 mins
- Introduction to FSMA (Food Safety Modernization Act) - 13 mins
- Introduction to Root Cause Analysis - 17 mins
- Lean Manufacturing - 26 mins
- Lift Truck Operator Overview - 17 mins
- Lift Truck Safety Awareness - 17 mins
- Loading Food Safety Standard Operating Procedures - Overview - 16 mins
- Lock Out Tag Out Procedures - 20 mins
- Machine Guarding - 23 mins
- Material Handling - Distribution - 17 mins
- More High-Impact Lockout/Tagout - 13 mins
- Overview of Dangerous E.coli - 23 mins

- Overview of Preventive Controls - 16 mins
- Pallet Truck Review - 13 mins
- Preventing Food Contamination - 22 mins
- Preventing Foodborne Illness - 16 mins
- Proper Handling of Food Allergens - 18 mins
- Receiving Food Safety Standard Operating Procedures – Overview - 15 mins
- Transportation - 16 mins
- Understanding Listeria and its Danger to Food - 12 mins



**Training Proposal for:
Lyons Magnus, LLC dba Lyons Magnus**

Contract Number: ET25-0157

Panel Meeting of: December 13, 2024

ETP Regional Office: Sacramento

Analyst: C. Kaiser

Project Profile

Contract Attributes:	HUA Priority Rate Retrainee	Industry Sector(s):	Manufacturing	
		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: 622	U.S.: 1,147	Worldwide: 1,147	
<u>Turnover Rate:</u>	11%			
<u>Managers/Supervisors:</u> (% of total trainees)	16%			

Funding Detail

In-Kind Contribution
\$298,312

Total ETP Funding
\$194,040

Training Plan Table

Job No.	Job Description	Estimated No. of Trainees	Range of Hours			Average Cost per Trainee	Post-Retention Wage
			Class / Lab	CBT	Weighted Avg:		
1	Priority Rate HUA Retrainee	198	8-200	0-2	35	\$980	\$17.50

*Post-Retention Wage is the Contractual Wage.

Published Minimum Hourly Wage by County:	
Job Number 1:	\$16.91 per hour for Fresno County
Health Benefits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No This is employer share of cost for healthcare premiums – medical, dental, vision.	
Used to meet the Post-Retention Wage?: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Health Benefits may be used to meet the Post-Retention Wage as follows:	
Job Number 1:	\$0.00

Wage Range by Occupation					
Occupations	Wage Range	Estimated number of trainees			
		Total	\$15 to \$20	\$20.01 to \$25	Over \$25.01
JOB NUMBER 1 - Priority Rate, HUA, Retrainee					
Production Staff	\$17.50 - \$57.25	59	18	23	18
Warehouse Staff	\$20.05 - \$29.00	16	0	11	5
Sanitation Staff	\$20.05 - \$46.12	6	0	6	0
Quality Assurance Staff	\$20.05 - \$49.16	15	0	7	8
Maintenance Staff	\$20.05 - \$66.27	26	0	9	17
Administration Staff	\$20.05 - \$93.10	44	0	8	36
Managers	\$25.25 - \$62.80	32	0	0	32

Introduction

Founded in 1852 and located in Fresno, Lyons Magnus, LLC dba Lyons Magnus (LML) (www.lyonsmagnus.com) manufactures and delivers food products to restaurants and food brands regionally, nationally, and globally. The Company also provides research and development of flavor formulation, blending, and packaging. Training will take place at the Company's single location in Fresno. This is LML's second ETP Contract and the first in the last five years.

Veterans Program

The Company encourages veterans to apply for position openings and there will be 20 veterans participating in this proposal. LML posts open positions on Veteran job sites such as Military Makeover, EmployVets, ARU 126 Fresno EDD Veteran Program, and Hanford EDD Veteran Job Fair.

Project Details

For this proposal, LML will focus training on new equipment including robotics, new software including Microsoft DAX, and upskilling current employees. Maintenance, Production and Sanitation Staff training will focus on equipment maintenance, operating machinery, preventative maintenance and sanitation. Training is necessary for the employees to become more efficient, improve product quality, increase production quantity, and reduce errors.

LML will also focus on cross training all occupations. The Fresno facility has 16 production lines that are unique to the products they manufacture. Cross training provides growth and development, knowledge of multiple products produced, and exposes the trainee to new skill sets and opportunities.

In recent years, the Company has seen a production growth increase of up to 10% and projects up to 10% growth per year for the next two years. Therefore, LML plans to hire an additional 100 employees over the next two years. These new employees will require in depth training to confidently perform their job duties.

In addition, all occupations will receive training on Microsoft DAX and have the opportunity to upskill in areas such as leadership, Six Sigma and Lean Manufacturing. Training will provide staff with the knowledge they need to promote within the Company. LML also began offering additional training for workers to upskill resulting in higher wages, employee retention and promotions within the Company. Over the last year, LML promoted 10% of the California workforce and is currently reviewing each occupation and identifying company and employee needs. For example, the Maintenance Staff has seen an increase in mechanics upskilling and promoting to supervisors. LML is committed to providing wage stability for the Fresno location and upskilling employees.

Training Plan

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

Business Skills: Training will be offered to all occupations and includes Cost Control, Negotiating, and Product Knowledge. This training will provide the skills to effectively and efficiently maintain business operations.

Computer Skills: Training will be offered to all occupations and will focus on software for tracking goods, purchase orders and internal software. Training topics include Autodesk/AutoCAD, Computer Networking, Crystal Reports, and Timberline Software.

Continuous Improvement Skills: Training will be offered to all occupations and will focus on eliminating waste and improving processes. Training topics include 5S, Process Capability, and Visual Controls.

Manufacturing Skills: Training will be offered to Maintenance Staff, Production Staff, Quality and Assurance Staff, Sanitation Staff, and Warehouse Staff. Training topics include Bench Work, Coating, Conveyors, Fabrication, and Preventative Maintenance.

Certified Safety Training

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

Computer-Based Training (CBT)

CBT will be provided to supplement class/lab which is a more convenient means of delivering basic training. Trainees will receive between 0-2 hours of CBT.

Alternate Recordkeeping

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

High Unemployment Area

All trainees work in a High Unemployment Area (HUA), with unemployment exceeding the state average by at least 25%. The Company’s location in Fresno County is 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 pre-retention wages. LML requests a wage modification for the trainees from \$22.55 per hour to \$17.50 per hour. Approximately 18 Production Staff trainees will need the wage modification.

Commitment to Training

LML's annual training budget in California is approximately \$300,000 and includes government-mandated safety regulations, new-hire orientation and rudimentary job skills. Training is an ongoing initiative so LML will continue to train employees after completion of the ETP training. ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

- Training Infrastructure

The Vice President of Human Resources will oversee all aspects of the ETP-funded training. In addition, the Human Resources Administrator and Maintenance Manager will help with scheduling and training coverage. Additionally, the Company has retained a third-party administrator with extensive ETP administration experience to work closely with staff to complete the project successfully.

Subcontractors

Subcontractor Type	Subcontractor Name	City, State	Cost / %
Development	Sierra Consulting Service	Cameron Park, CA	\$19,000
Administrative	Sierra Consulting Service	Cameron Park, CA	13% of Earned Amount

Training Vendor(s)	City, State	Cost	Description of Service
Sierra HR Partners	Fresno, CA	\$0.00	Provides HR related training to the Company's Human Resources department.
The Academy for Training and Leadership	Los Angeles, CA	\$0.00	Company provides training for Supervisor Leadership. Training is provided to current Managers to become better managers and to newly hired or internally promoted managers.
Crown Equipment Corporation	Fresno, CA	\$0.00	Company provides training for equipment including fabrication, hydraulics, lubrication, maintenance cleaning and repair, pneumatics, and preventative maintenance. Training is provided to Production Staff, Maintenance Staff, and Sanitation Staff.
Grainger	Fresno, CA	\$0.00	Company provides training for Boom Lift certification for Warehouse Staff and Maintenance Staff.
Boretti	Visalia, CA	\$0.00	Company provides OSHA 10/30 training to LML's staff.

Out-of-State Training Vendor

Training Vendor	City, State
Pearson Packaging Systems	Spokane, WA
Justification for Out-of-State Training Vendor:	
LML purchased the robotic palletizer from Pearson Packaging Systems and is in the process of setting up the install date for 2026. Once installed, the Pearson Packaging Systems will provide in-depth training to LML occupations who work with and maintain the palletizers. Because Pearson Packaging Systems is the manufacturer of the product, they are the only company who is able to provide the training needed to operate and maintain the equipment.	

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Accounting
- Behavior Style Strategies
- Business Communication
- Business Fundamentals
- Communication Styles
- Conflict Resolution
- Cost Control
- Creative Marketing
- Customer Relationship Management
- Customer Service
- Dealing with Difficult People
- Develop Employee Accountability
- Employee Coaching
- Employee Engagement
- Essential Skills for New Supervisor
- Finance for Technical Managers
- Financial Analysis
- Marketing/Sales Techniques & Strategy
- Negotiating
- Organizational Structure Development
- Planning and Organization
- Product Knowledge
- Project Management and Methodology
- Project Requirements Analysis and Specifications
- Property and Resource Management Skills
- Relationship Building
- Retaining Customers
- Supervisor Skills

Computer Skills

- Autodesk/AutoCAD
- Client Relationship Management Software (CRM)
- CNC Programming/Operating
- Computer Aided Design (CAD)
- Computer Aided Machining (CAM)
- Computer Networking
- Computer Programming
- Coordinate Measuring
- Crystal Reports
- Financial Management System
- Ignition

- Machines/Optical/Electronic Tools Inspection Software
- Microsoft Office (Intermediate and Advanced Only)
- Microsoft (Data Analysis Expressions) DAX
- Quickbooks
- Software Applications and Equipment
- Structured Query Language (SQL) Server
- Timberline Software
- Virtual Machine (VM) Ware
- Wonderware

Continuous Improvement Skills

- 5S
- Cross Training
- Communication Skills
- Creating a Quality Organization
- Change Management
- Coaching Procedures
- Decision Making
- Effective Meetings for Leaders
- Kaizen
- Leadership
- Lean Manufacturing
- Meeting Management
- Production Workflow
- Process Improvement
- Problem Solving and Decision Making
- Process Capability
- Quality Measurement Systems
- Root Cause Analysis
- Six Sigma
- Statistical Process Control
- Systems Failure Analysis
- Strategic Planning
- Team Building
- Teamwork Development Skills
- Time Management
- Visual Controls

Manufacturing Skills

- Assembly Procedures
- Assembly Process Control
- Bearings
- Bench work
- Biochemical Oxygen Demand (BOD)
- Blood Borne Pathogens
- Blueprint Reading and Schematics
- Building Systems
- Calibration

- Changeover Procedures
- Cleaning in Place
- Coating
- Composites
- Computer Numeric Control (CNC) Machining: (CNC Machine Operation, Drills, Lathes, Milling Machines, Grinders)
- Construction (Molds, Tools, Dies)
- Controller & Actuators
- Conveyors
- Coolant Changes
- Coordinate Measuring Machines/Optical/Electronic Tools
- Deburring
- Dimensional Metrology/Geometric
- Dimensioning & Tolerancing
- Drilling
- Defensive Driving
- Electric Motors & Drives
- Electrical and Electronics
- Engineering Drawings for Machinist and Industrial Technicians
- Engineering Theory/Planning/Design
- Environment Impact Planning
- Equipment Operation
- Estimating
- Fabrication
- Finishing
- Fit-Up
- Food Processing: Meat, Canning, Fruit and Vege Processing
- Forklift/Scissor Lift
- Gaskets
- Gearboxes
- Geometric Dimensioning & Tolerancing Interpretation and Application
- Grinding
- Hand Tools
- Heat Treating
- Hydraulics
- Inspections
- Inventory Control
- Jig Borer
- Job Planning & Preparation
- Kitchen and Cooking
- Labeler
- Lathes
- Logistics
- Lubrication
- Machine Operations
- Maintenance, Cleaning & Repair
- Manufacturing Practices
- Material Identification/Testing

- Measurements and Calculations
- Mechanical Seals
- Metallurgy
- Milling
- Operational Skills
- Packing
- Palletizer and Depalletizer
- Parts and Products Manufacture
- Pipefitting
- Pneumatics
- Power Sources
- Power Tools
- Power Transmission Systems
- Precision Inspection
- Preventative Maintenance
- Process Control & Documentation
- Production Operations
- Pumps
- Reaming
- Rigging
- Robotics
- Rotating Equipment
- Sanitation
- Secondary Operations
- Shipping and Receiving
- Shop Maintenance
- Sketching
- Sourcing
- Special Projects/NIMS
- Surface Treatment
- Tapping
- Technical Math & Statistics
- Tool Control/Selection/Application
- Tool Crib
- Tooling
- Total Productive Maintenance (TPM)
- Troubleshooting
- Trucking
- Turning (Manual and CNC)
- Vibration Analysis
- Vision Inspection Equipment
- Warehousing
- Waste Overview
- Welding
- Work Order Processing
- Writing Inspection Reports

Safety Skills - OSHA 10 (Certified-OSHA Instructor)

- OSHA 10

Safety Skills - OSHA 30 (Certified-OSHA Instructor)

- OSHA 30

Computer-Based Training

Trainees may receive any of the following:

Manufacturing Skills

- Hand and Power Tools – 30 minutes
- Quality Starts with You – 90 minutes



**Panel Amendment #1 Proposal for:
S. Martinelli & Company
Contract Number: ET24-0340**

Amendment Effective Date: April 30, 2024

Panel Meeting of: December 13, 2024

ETP Regional Office: Sacramento **Analyst:** C. Kaiser

CURRENT PROJECT PROFILE

Contract Type:	Retrainee Priority/Retrainee HUA - Retrainee	Industry Sector(s):	Manufacturing
Counties Served:	Santa Cruz	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Priority Industry:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Current Contract Term:	April 29, 2024 to April 28, 2026	Substantial Contribution:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

CURRENT FUNDING

Current Funding
\$240,534

AMENDMENT FUNDING

Requested Funding	Total Funding
\$0	\$240,534

AMENDMENT TRAINING PLAN TABLE

Job No.	Job Description (By Contract Type)	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Priority Retrainee	Business Skills, Computer Skills, Continuous Impr., Hazmat, HazWoper, Management Skills, Manufacturing Skills, OSHA 10/30	249	8-200	0	\$966	\$22.55
				Weighted Avg: 42			

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

<p>Minimum Wage by County: Job Number 1: \$22.55 per hour for Santa Cruz County. Health Benefits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No This is employer share of cost for healthcare premiums – medical, dental, vision. Used to meet the Post-Retention Wage?: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Up to \$1.95 per hour may be used to meet the Post-Retention Wage in Job Number 1.</p>

Wage Range by Occupation		
Occupation Title	Actual Wage Range	Estimated Number of Trainees
Administrative Staff	\$20.60 - \$25.00	10
	\$25.01 - \$87.00	82
Assistant Supervisors	\$25.00 - \$28.49	3
Forklift Operators	\$21.00 - \$22.00	34
Leads/ Relievers	\$21.00 - \$24.00	25
Machine Operators	\$21.00 - \$25.00	50
	\$25.01 - \$28.00	5
Maintenance/ Utility Staff	\$21.00 - \$25.00	10
Mechanics	\$21.00 - \$25.00	6
	\$25.01 - \$49.44	17
Receivers	\$21.00 - \$24.00	7

INTRODUCTION

Founded in 1868 and headquartered in Watsonville, S. Martinelli & Company (Martinelli) (www.martinellis.com) markets and manufactures apple-flavored beverages such as apple cider, apple juice, and mulling spices. Martinelli's customers include large grocery retail chains such as Target, Costco Wholesale, BevMo, Sam's Club, WinCo Foods, and many more.

AMENDMENT DETAILS

<p>Out-of-State Vendor</p>	<ol style="list-style-type: none"> 1. Name: Douglas Machine Inc. Location: Charlotte, North Carolina 2. Name: FMT S.r.l. Location: Ricco Parma, Italy 3. Name: SCMI Verona Location: Mozzecane, Verona Italy 4. Name: MST Location: Murray, Kentucky 5. Name: U.S. Bottlers Machinery Company Location: Charlotte, North Carolina 6. Name: Silgan White Cap Location: Waukegan, Illinois
<p>Justification for Out-of-State Training and Out-of-State Vendor</p> <p>Martinelli requests to use out-of-state/country vendors since each piece of equipment is tailored to Martinelli’s process and specifications. As discussed in the proposal, the Company purchased new equipment from the six mentioned vendors to upgrade its juice processing. Once the training commenced, it became imperative to include all employees who oversees the installation and operates and maintains/troubleshoots the equipment. Approximately 82 trainees in the following occupations will receive training from the out-of-state vendors: Assistant Supervisors, Leads/Relievers, Machine Operators, Maintenance/Utility Staff, and Mechanics.</p> <p>In addition, Martinelli would like to include onsite training from out-of-state vendors and the Company requests the inclusion of training that has already occurred at each vendor’s location. Training was initially scheduled for a small group of trainees to be trained on the new equipment. Due to the complexity of the training, additional trainees were sent to the manufacturer’s location. The total training hours will not exceed the 10 percent maximum allowed.</p> <p>What was not known at the time of the proposal and Panel meeting was the amount of trainees who would be involved in either vendors hosting trainees at the manufacture’s location or vendors sending the trainers to Martinelli to train on installing, operating, and maintaining the new equipment.</p> <p>Training is included in the cost of the equipment.</p> <p>Martinelli’s is requesting a retroactive date of 4/30/2024 (beginning of term) to include all training that has occurred since the start of the Contract.</p>	

CURRENT CONTRACT PERFORMANCE

The following table summarizes performance by Martinelli’s under the current ETP Contract:

Contract No.	Approved Amount	Term	No. Trainees Enrolled	No. Completed Training	No. Retained
ET24-0340	\$240,534	4/29/2024 – 4/28/2026	274	0	0

Based on ETP Systems, 3,977 valid hours have been tracked for potential earnings of \$76,400.48 (32% of approved amount). The Contractor projects final earnings of 100% based on training currently committed to by employers and in progress through April 2026.

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Adaptive Training
- ADP
- Budgeting and Finance
- Business Writing
- Communication Skills
- Concur Training
- Customer Service
- EverGreen 2-A
- Finance 101
- Financial Acumen for the Non-Financial Manager
- Laws & Regulations (Local, State & Federal)
- Leadership Skills
- Payroll Compliance
- Powerful Presentation
- Problem Solving Decision
- Professional Development
- Regulatory Compliance
- Time Management
- Team Building

Computer Skills

- Alchemy
- Mobile device Usage- ISO and Android
- Computer Maintenance Management Production Printer System (CMMS)
- Redzone
- MS Office (Intermediate and Advanced)
- Programming
- Industrial Computer-Aided Manufacturing (CAM)
- Networking and Troubleshooting
- SAP
- SharePoint
- Smartsheet
- Teleconference
- Visio
- Cyber Security
- Domo
- Hexagon Enterprise Asset Management (HxGN)
- SmartSheets
- Shipment Payments and Sales (SPS) Commerce
- C.H. Robinson Navisphere
- NielsenIQ

- Adobe
- BluePlanner

Continuous Improvement Skills

- Assessment Training
- Compliance Management
- 5S
- Project Management
- Kaizen
- Risk Assessment
- Scheduling
- Lean Manufacturing
- Supply Chain

Hazardous Materials Skills

- Hazmat

HazWoper

- HazWoper

Management Skills (Managers/Supervisors/Leads Only)

- Effective Leadership Training

Manufacturing Skills

- Blending
- Labeling
- Bottle Dosing and Filing
- Laser Coder
- Equipment Maintenance
- Equipment Operations
- Packaging
- Filtering
- Safe Quality Food (SQF)
- Good Manufacturing Practices (GMP)
- Forklift Training
- Shipping and Receiving
- Weighing

Safety Skills - OSHA 10 (Certified-OSHA Instructor)

- OSHA 10

Safety Skills - OSHA 30 (Certified-OSHA Instructor)

- OSHA 30



**Training Proposal for:
California State Society for Opticians**

Contract Number: ET25-0906

Panel Meeting of: December 13, 2024

ETP Regional Office: PPU-Central Office

Analyst: K. Alexander-Paiva

PROJECT PROFILE

Contract Attributes:	Apprenticeship Priority Rate Retrainee	Industry Sector(s):	MEC Services Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Statewide	Repeat Contractor:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Turnover Rate:	≤20%		

FUNDING DETAIL

Program Costs	+	Support Costs	=	Total ETP Funding
\$18,480		\$1,280 8%		\$19,760

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 Priority Rate	Commercial Skills	20	8-200	0	\$988	\$22.55
				Weighted Avg: 42			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: Job Number 1 (SET/Priority Industry): \$30.75 per hour
Health Benefits: Yes No This is employer share of cost for healthcare premiums – medical, dental, vision.
Used to meet the Post-Retention Wage?: Yes No Maybe
 Up to \$2.50 per hour may be used to meet the Post-Retention Wage.

Current Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1		
Apprentice - Dispensing Optician, Optometric Assistants	\$20.50 - \$25.00 \$25.01 - \$30.00	20

INTRODUCTION

The California State Society for Opticians (CSSOO) (www.cssoo.co) was established in 2015 as a non-profit corporation under 501(c)(3), with the goal of creating educational resources for opticians and optometric assistants. CSSOO supports the sustainability of optician colleges in California by providing essential tools and resources for students and instructors, including equipment and instructional materials. The organization offers a one-year training program for Optometric Assistants and Dispensing Opticians. To date, the program has completed three training cohorts, each with approximately 45 apprentices. In 2023, 42 trainees graduated from the program.

Many of the program's classes are currently provided online and cover topics such as the anatomy of the eye, various dispensing theories, and contact lenses. However, CSSOO aims to expand its program to offer more in-person classes. There is currently a training center in Oxnard and CSSOO will be opening a new facility in Hayward by the beginning of 2025. Training will be conducted at either Chabot College or the Oxnard facility. In addition, CSSOO is constantly working with community colleges across the state to provide space for the Apprentices to complete lab work close to where they live. Only training conducted in-person or via e-learning with a live instructor will be included in this project. This is the California State Society for Opticians' first ETP Contract.

Veterans & Special Trainee Populations

CSSO is actively recruiting veterans from the Ventura County Veterans office and is also exploring opportunities with veterans' offices in Northern California. Further, the program works with Institute for Workplace Skills and Innovation to recruit apprentices with disabilities. And CSSO

works with employers to ensure that they can make reasonable accommodations for those apprentices. In addition, CSSO also works with the Alameda Workforce Development Board and the International Rescue Committee to recruit Apprentices from diverse backgrounds.

Apprenticeship Program

The Panel funds Apprentice training that supplements rather than displaces 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. ETP funds RSI that is classroom, simulated laboratory, or e-learning based and requires the constant and direct guidance of a qualified, live trainer.

This Apprenticeship program is one year. The curriculum is developed with input from DAS and a designated Local Educational Agency in this case Chabot College.

PROJECT DETAILS

Many employers have expressed a significant need to hire Dispensing Opticians and Optometric Assistants due to experienced staff retiring from the industry, leading to a shortage of qualified personnel. Unlike most industries in California, the optometry industry lacks an organized association that supports recruitment and training for newcomers, exacerbating the skills gap among new staff. California State Society for Opticians Apprenticeship program aims to address this challenge.

CSSO is a 12-month apprenticeship program designed to train Dispensing Opticians and Optometric Assistants. During the first nine months, apprentices receive training at Chabot College and at the Oxnard facility, where they learn eye anatomy, receive contact lens training, and gain hands-on experience in contact lens fitting and eyeglass fabrication. They will learn how to measure eyes, analyze prescriptions, and cut lenses to fit frames. In the final three months of the program, apprentices engage in on-the-job training with employer partners, rotating monthly. This phase allows them to apply their skills in real-world settings.

Due to employer shortage, the apprentice program can offer licensed Opticians and Optometric Assistants, with the necessary qualifications, work in the industry. The program is always working to build and maintain positive relationships with the employers and has worked with the following companies: Target Optical, LensCrafters, Pearle Vision, For Eyes, Oakley, Sam's Club, Costco, Wal-Mart Vision Center, National Vision (which owns America's Best Contacts & Eyeglasses and Eyeglasses World), and Vision Works. Further, virtual meetings and in-person meetings are hosted with the employers to understand their hiring needs, raise awareness about the apprentice program, and follow up on apprentices that may have been placed with employers.

Training Plan

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

Commercial: Training will be provided to Apprentices and include the anatomy of the eye and dispensing spectacles, contact lens training, business and marketing development, and fabrication of eyeglasses.

First Year Apprentices

The training program for Dispensing Optician and Optometric Assistant is 12 months in length. As such, the Applicant is requesting to train first year Apprentices at the start of the program since the first 6-9 months of the training program contain the most classroom based training.

Wage Modification

The post-retention wage for Apprentice trainees is the modified SET wage although the Panel may accept the ETP Minimum Wage for retraining on a case-by-case basis, for good cause. Apprentices are paid during training and start at \$17.00 per hour. After 6 months in the program, the pay increases from \$19 to \$22 per hour. After completing their training, trainees are placed with employers throughout Northern and Southern California. As such, CSSO is requesting a wage modification for the Retrainee Wage to \$24.60 for Alameda, Marin, and San Francisco counties; \$24.25 for Contra Costa County; \$23.15 for Los Angeles County; \$22.72 for San Diego County; and \$22.55 for all other counties, in order to align with the wages paid in each respective county and place the trainees into full time employment.

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 CSSO Training Administrator, supported by a dedicated team of at least four staff members, will oversee administration.

Marketing and Support Costs

CSSO schedules in-person presentations at high schools and collaborates with healthcare providers across the state. The Company also distributes newsletters via email, arranges in-person meetings with employers to assess their needs, and uses various methods, including flyers, emails, trade shows, and advertisements, to recruit for it's program.

Tuition Reimbursement

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

DEVELOPMENT SERVICES

N/A

ADMINISTRATIVE SERVICES

N/A

TRAINING VENDORS

To Be Determined

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Commercial Skills

- Dispensing Optician Techniques
- Contact Lens Training
- Business & Marketing Development
- Fabricate Eyeglasses
- Fitting & Adjusting Prescription Eyeglasses
- Fitting and Adjusting Soft Contact Lenses & RGP Contact Lenses
- Pre-testing Patients for Eye Exams
- Licensing Rules & Regulations
- Refracting Eye Techniques
- Subjective Refraction Procedures
- Trial Lenses and Retinoscope
- Administer Cycloplegics, Mydriatics and Topical Anesthetics



**Training Proposal for:
El Sol Neighborhood Educational Center**

Contract Number: ET25-0930

Panel Meeting of: December 13, 2024

ETP Regional Office: PPU-Central Office

Analyst: T. Allen

PROJECT PROFILE

Contract Attributes:	Apprenticeship Retrainee Priority Rate	Industry Sector(s):	MEC Services Healthcare Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Los Angeles, San Bernardino, Riverside, San Diego	Repeat Contractor:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Turnover Rate:	≤20%		

FUNDING DETAIL

Program Costs	+	Support Costs	=	Total ETP Funding
\$65,208		\$4,522 8%		\$69,730

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 Priority Rate	Commercial Skills	19	8-200	0	\$3,670	\$22.55
				Weighted Avg: 156			

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

<p>Minimum Wage by County: Retrainee/Priority Rate: \$23.15 Los Angeles County, \$22.72 San Diego County, \$22.55 San Bernardino & Riverside Counties</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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Current Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1		
Apprentice - Community Health Workers	\$20.65-\$22.00	19

INTRODUCTION

El Sol Neighborhood Educational Center (El Sol) (www.elsolnec.org), founded in 1991, is a non-profit community-based organization located in San Bernardino that works to build the capacity and resources of vulnerable communities. It helps enable healthy lifestyles and improve quality of life through access to healthcare, safe and affordable housing, educational opportunities, and leadership development. El Sol’s core services include training and deploying Community Health Workers into the community to provide healthcare, education, public health, public safety and social services to the Inland Empire and Los Angeles. Annually, the Organization impacts more than 90,000 community residents through its services, working to achieve significant, measurable change.

El Sol established the Community Health Worker Academy, which offers a comprehensive range of services designed to empower individuals and organizations, enhance workforce capabilities, and foster inclusive community health. The Academy provides customized training programs, employer and worker orientations, support groups and networks, supportive services, and robust evaluation models for program participants. Apprentices receive classroom-based instruction that supplements their hands-on training. This program will fund one Division of Apprenticeship Standards (DAS) approved apprenticeship program for Community Health Workers (CHWs). This will be El Sol’s second ETP Contract in the last five years.

Veterans & Special Trainee Populations

El Sol will partner with L.A. County Military and Veterans Affairs, San Bernardino County Veterans Affairs, and community-based organizations that work directly with Veterans and their families. El Sol actively collaborates with various groups and organizations to identify and hire workers from underserved communities. Its mission is to serve these communities by providing critical health and social services. El Sol finds it critical to hire individuals who reflect the lived experiences of the communities it serves.

Apprenticeship Program

The Panel funds Apprentice training that supplements rather than displaces 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 (RSI) portion of DAS-approved apprenticeship training. ETP funds RSI that is classroom, simulated laboratory, or e-learning based and requires the constant and direct guidance of a qualified, live trainer.

Apprenticeship programs vary in length. In this project, the program is approximately 1 year with a minimum of 2,000 hours. The curriculum is developed with input from DAS and a designated Local Educational Agency (in this case San Joaquin County Office of Education).

PROJECT DETAILS

CHWs play a pivotal role in addressing a wide range of health inequities, far beyond their current scope of work. They can significantly contribute to improving health outcomes in areas such as mental health, substance misuse, maternal and child health, and chronic disease management. El Sol's stakeholder partners Kaiser Permanente and San Antonio Regional Hospital have both identified that CHWs are critical extensions of their workforce and have contracted these occupations to address engagement and healthcare access for Medi-Cal populations. Further, labor market data available from the Employment Development Department shows that these occupations will increase by 17% and will have approximately 1,180 job openings by 2030.

El Sol was contracted in 2024 by Health Net to serve 15,000 members in L.A. County by deploying Community Health Workers to provide education, and support appropriate health care navigation and advocacy. This will require the Organization to recruit and train at least 20 new skilled CHWs through its apprenticeship training programs to fill this demand and ensure appropriate compliance with CalAIM and Medi-Cal managed care plan requirements.

Training under this Contract will target outcomes necessitated by El Sol's contract with Health Net. This includes effectively supporting and advocating for the unique needs of the L.A. County population, incorporating the latest industry standards, and adding best practices into the curriculum. It will also facilitate the provision of essential supportive services such as childcare and transportation, thereby removing barriers to participation and retention. Ultimately, ETP funding will enable El Sol to improve its training infrastructure, enhance its service delivery, and ensure that its Apprentices are equipped to effectively address the health disparities in underserved communities. While most of the trainees will be working with Health Net, some trainees may be placed throughout the community that El Sol serves with other employer partners. As such, this project includes San Diego, San Bernardino and Riverside Counties as well.

Training Plan

The following training will be delivered via Class/Lab and E-Learning at the San Bernardino location in the following:

Commercial Skills: This training will be offered to Apprentices and will include topics such as Public Health Competencies, Community Health and Illness, Health Care and Health Policy, Ethical Practice/HIPAA Compliance, Case Management Skills, Home Visitation Skills, and Infant and Early Child Development.

First Year Apprentices

The training program for Apprentice Community Health Workers is approximately 12 months in length. As such, the Applicant is requesting to train first year apprentices in this project.

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

El Sol has developed a comprehensive training plan to ensure success under the ETP project. A full-time Program Manager will oversee the ETP training program, ensuring that all aspects of the training are delivered on schedule and meet the required standards. In addition, a Training Coordinator will handle the logistics of the training, including scheduling sessions, arranging facilities, managing materials, and ensuring compliance with ETP requirements. Administrative staff will assist with record-keeping, data entry, and maintaining participant files, ensuring all documentation is accurate and up-to-date.

Marketing and Support Costs

El Sol works with nonprofit outreach organizations like Natural Action to further promote and recruit individuals for this training program. In addition, they will conduct targeted outreach to recruit a diverse group of participants, focusing on individuals from underserved communities who can benefit from and contribute to the program.

Additionally, the Organization provides ongoing professional development training through its training center to advance career pathways for CHWs. El Sol is requesting 8% support costs for this proposal to cover the cost of recruiting additional employers and assessing employer-specific job-training requirements. Assessment activities and employer recruitment will continue to take place throughout the duration of the Contract.

Tuition Reimbursement

El Sol 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 – Alternative Funding

Currently, El Sol has a Literacy Skills project ET23-0365, term dates 6/12/23-6/11/25. Currently, 146 trainees are enrolled, and potential earnings are projected at \$93,357 or 29% of the award amount, \$319,125.

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**Community Health Worker**

- Professional Skills and Conduct
- Public Health Competencies
- Community Health and Illness
- Health Care and Health Policy
- Ethical Practice/HIPAA Compliance
- Cultural Competencies
- Leadership Skills
- Guiding Principles for Working with Individuals
- Participant-Centered Counseling for Behavior Change
- Case Management Skills
- Home Visitation Skills
- Health Outreach Skills
- Facilitation Skills (Health Education Meetings)
- Advocacy Skills
- Health Promotion/Risk Reduction Skills
- Health Enhancing Nutrition Skills
- Substance Abuse Mitigation Skills
- Service and Care Coordination
- Health Insurance/Payer System Navigation Skills
- Patient Advocacy and Family/Caretaker Support Skills
- Introduction to the Community Health Workers (CHW/Ps) Work
- CHW/Ps and Public Health
- Community Health and Illness
- Health Care and Health Policy
- Ethical Practice/HIPAA
- Emotional Intelligence
- Cultural Humility
- Guiding Principles for Working with Individual Participants
- Participant-Centered Counseling for Behavior Change
- Working to Promote Health at the Community Level
- Facilitating Community Health Education Trainings
- Community Organization and Advocacy
- Using Arts to Promote Community Health
- Healthy Cities Framework
- Introduction to Health Promotion and Risk Reduction
- Health Enhancing Dietary Practices
- Health Risks Associated with Tobacco, Alcohol and Drug Use, and Skills to Prevent Their Use
- Service and Care Coordination
- Health Insurance and the Payer System in USA
- Patient Advocacy and Family, Friend, and Caretaker Support
- Infant and Early Child Development



**Training Proposal for:
G & C Auto Body, Inc.**

Contract Number: ET25-0976

Panel Meeting of: December 13, 2024

ETP Regional Office: Sacramento

Analyst: K. Mam

PROJECT PROFILE

Contract Attributes:	Apprenticeship Retrainee	Industry Sector(s):	MEC Services Priority Industry: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Counties Served:	Statewide	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Turnover Rate:	≤20%		

FUNDING DETAIL

Program Costs	+	Support Costs	=	Total ETP Funding
\$273,030		\$18,965 8%		\$291,995
In-Kind Contribution:	50% of Total ETP Funding Required		Inherent	

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Apprentice	Business Skills, Commercial Skills	67	8-200	0	\$2,235	\$41.00
				Weighted Avg: 95			
2	Retrainee Journeyworker	Business Skills, Commercial Skills	50	8-200	0	\$2,845	\$41.00
				Weighted Avg: 95			

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

Minimum Wage by County:

Job Numbers 1 & 2 (SET Statewide Average Wage): \$41.00 per hour.

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

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

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

Current Wage Range by Occupation

Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1		
Apprentice - Autobody Repair Planner, Autobody Refinish Technician, Autobody Repair Technician	\$38.50 - \$42.00	67
Job Number 2		
Journeyworker - Autobody Repair Planner, Autobody Refinish Technician, Autobody Repair Technician	\$38.50 - \$42.00	50

INTRODUCTION

Founded in 1972 and headquartered in Santa Rosa, G & C Auto Body, Inc. (G&C) (www.gandcautobody.com) provides automotive repair services. G&C also has a comprehensive apprenticeship training program for repair planners, technicians, and refinishers. G&C works within the California Auto Body Association as well as adult education schools to assess the hiring and training needs throughout Northern California. G&C has been in the collision repair business for the last 15 years. The Company has trained over 150 apprentice technicians and repair planners throughout California. This is G&C's first apprenticeship training project, however, the Company has had two prior projects in the last five years.

Veterans & Special Trainee Populations

G&C provides preference for Veterans and markets to military bases in the area. The Company also partners with Troops to Trades, EDD, and WIOA to recruit Veterans.

Apprenticeship Program

The Panel funds Apprentice training that supplements rather than displaces 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. ETP funds RSI that is classroom, simulated laboratory or e-learning based and requires the constant and direct guidance of a qualified, live trainer.

Apprenticeship programs vary in length. In this project the program is 18 months. The curriculum is developed with input from DAS and a designated Local Educational Agency (in this case Visalia Adult School).

PROJECT DETAILS

Due to advancements in technology and an increase in production of electric vehicles (EVs), the need for training on vehicle manufacturing and related methods of repair and safety has drastically increased. Vehicle safety mandates on advanced vehicle systems, safety systems, and advanced driver assistance systems (ADAS) will require extensive training and G&C has developed an apprenticeship training program to prepare technicians and repair planners to understand, diagnose, and recalibrate vehicles. The Company has also invested over \$500k on new equipment including ADAS scanners, calibration targets, Original Equipment Manufacturer software, Autel diagnostic equipment, 3-dimensional measuring computerized equipment, and high voltage safety equipment. Training will allow competency with new technology, proper use of equipment, and proper diagnoses and recalibration of ADAS systems.

Due to an aging population, G&C's apprenticeship program will help the Company bridge the gap between limited high school programs and community colleges opportunities. The apprenticeship program works with the California Auto Body association and adult education to ensure DAS approved training will reduce the technician shortfall in the coming years. Training allows students to obtain work within the automotive industry. Training will provide apprentices and journey workers with Certification of Completion from DAS on ICAR Pro-level 1,2,3 Certifications, Welding Certification, Car-O-Liner Structural and Measuring Certification, PPG Refinish Tech Certification, and Color Match Certification.

Training Plan

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

Business Skills: Training will be provided to all occupations. Training will focus on teambuilding and communication. Training topics include Time Management, Relationship Building, and Teamwork.

Commercial Skills: Training will be provided to all occupations. Training will focus on automotive repair. Training topics include Electric and Hybrid Vehicle Estimating, Advanced Materials Damage Analysis, and Advanced Blending Procedures.

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 Human Resources Manager with the assistance of two support staff will be responsible for all administration duties including recordkeeping and reviewing attendance rosters. Each location will have a point of contact to ensure proper recordkeeping. G&C has also retained Synergy Peak Performance, Inc. to provide administrative services. Training will be provided by in-house subject-matter experts and vendors, if necessary.

Marketing and Support Costs

G&C requests 8% in support costs to fund its staff in recruiting trainees for this program. G&C recruits through flyers, emails, tradeshow and job fairs, adult education programs, OneStop, and EDD. G&C has a specific marketing program to bring women into the industry and currently G&C employs 14% women. Additionally, the Company actively recruits from community high schools, Adult Education programs and community colleges. A large part of the program is tailored toward recruiting minorities. Within the Adult Education environment, G&C provides opportunities for the long-term unemployed and returning women in the workforce. The Company does hire at risk youth and ex-offenders on a case-by-case basis.

Tuition Reimbursement

G&C 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. Retained	Potential Earnings (Based on Tracked Hours) (\$ %)
ET23-0271	\$392,922	1/30/23-1/29/25	685	150	\$392,922 (100%)*

*Based on ETP Systems, 17,604 reimbursable hours have been tracked for potential earnings of \$392,922 (100% of approved amount). The Contractor projects final earnings of 100% based on training currently committed through September 2024. The Contractor is in the process of closing out 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 (\$ %)
ET19-0183	Santa Rosa	8/6/18-8/5/20	\$399,498	\$399,438 (100%)

DEVELOPMENT SERVICES

Synergy Peak Performance, Inc. in Grass Valley assisted with development of this proposal for a flat fee of \$15,000.

ADMINISTRATIVE SERVICES

Synergy Peak Performance, Inc. will 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

- Communication
- Teamwork
- Time Management
- Relationship Building

Commercial Skills

- 3 Stage Refinish
- 3M Plastic Repair
- 3M Refinish Bumper Prep
- Advanced Blending Procedures
- Advanced Color Matching
- Advanced High Strength Steel Overview
- Advanced Materials Damage Analysis
- Advanced Panel Bonding Techniques
- Aluminum Panels and Structural Damage Analysis
- Aluminum Repair
- Assessing and Diagnosing ADAS Systems
- Blending Process
- Color Theory
- Computerized Measuring Steering and Suspension
- Custom Color Refinishes
- Electric and Hybrid Vehicle Estimating
- Electric Vehicle Safety
- Estimating ADAS Systems
- Estimating Advanced Vehicle Systems
- Estimating Aluminum vehicles
- Estimating Electric Vehicles
- Exterior Panels Damage Analysis
- General Masking
- Hail, Theft, Vandalism Damage Analysis
- Hazardous Materials
- Inspecting Repairs for Quality Control
- Intro to Collision Repair Process
- Intro to Industry Repair Terminology
- Intro to Mechanical Repair Terms and Vehicle Protection
- Intro to Mechanical Systems Terminology
- Intro to Parts Terminology
- Intro to Refinishing and Corrosion Protection
- Intro to Safety Systems
- Intro to Tools
- Intro to Vehicle Construction Materials

- Lighting, Charging and Starting Systems Intro to Collision Repair Process
- New Vehicle Technology and Trends
- Non-Structural Repair
- OEM Certifications
- Overview of Cycle Time Improvement
- Paint Materials Ratios
- Paint Refinish Denibbing I Polishing
- Plastic Repair Program
- Primer Masking/Blocking
- Recycled Parts for Collision Repair
- Refinishing Equipment and Set up
- Refinishing Program
- Refinishing Supplement
- Resistance Spot Welding
- Restraint Systems Damage Analysis
- Surface Preparation, Primer and Top Coats
- Trim and Hardware Program
- Vehicle ID, Estimating Systems and Terminology
- VOC tracking
- Waterborne Products, Systems and Applications
- Welding and Cutting Steel
- Welding Qualification Testing



Training Proposal for:

Hospitality Industry Training and Education Fund dba Hospitality Training Academy (HTA)

Contract Number: ET25-0977

Panel Meeting of: December 13, 2024

ETP Regional Office: North Hollywood

Analyst: M. Reeves

PROJECT PROFILE

Contract Attributes:	Apprenticeship Retrainee Priority Rate	Industry Sector(s):	MEC Services 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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No UNITE HERE Local 11		
Turnover Rate:	≤20%		

FUNDING DETAIL

Program Costs	+	Support Costs	=	Total ETP Funding
\$69,960		\$4,860 8%		\$74,820

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 Priority Rate	Commercial Skills	20	8-200	0	\$3,741	\$23.73
				Weighted Avg: 159			

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

<p>Minimum Wage by County: Job Number 1 (Collective Bargaining Agreement wage): \$23.73 per hour Health Benefits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No This is employer share of cost for healthcare premiums – medical, dental, vision. Used to meet the Post-Retention Wage?: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Maybe Although employer provides health benefits, they are not being used to meet Post-Retention Wage.</p>

Current Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1		
Apprentice – Line Cook	\$25.26 - \$39.00	15
Apprentice – Barista	\$23.73 - \$25.00	3
	\$25.01 - \$37.00	2

INTRODUCTION

Founded in 2012 and headquartered in Los Angeles, the Hospitality Industry Training and Education Fund dba Hospitality Training Academy (HTA) (www.lahta.org) is a 501(c)(3) non-profit institution and labor-management partnership/Taft-Hartley Fund. HTA provides services and training to both contributing employers and members of the UNITE HERE Local 11 labor union. HTA is eligible to contract with ETP as a Trade Association. This will be HTA’s fifth contract within the last five years.

HTA continues to grow and flourish by expanding its reach from primarily hotels and event venues in downtown Los Angeles to additional cities and communities throughout the Greater Los Angeles region. Participating employers include establishments such as JW Marriott/Ritz Carlton LA Live, Beverly Hilton, InterContinental Hotel Group, Compass Levy, HMSHost, University of Southern California, and Universal Studios Hollywood. HTA provides classes for various hospitality and LAX airport positions, as well as ServSafe Food Handlers certification and Specialty Coffee Association (SCA) Coffee Skills certification. In addition to its headquarters location, HTA also maintains a Culinary Kitchen training facility in Los Angeles.

Veterans & Special Trainee Populations

HTA has a strong outreach program through its relationship with several organizations that cater to Veterans such as the Department of Veterans Affairs, Salvation Army, United Way, Los Angeles Department of Veteran and Family Services, and New Horizons.

HTA also has referral and co-case management relationships for additional wrap-around services with community organizations such as the Neighborhood Legal Services of Los Angeles, Goodwill of Southern California, and the Pacific Asian Consortium in Employment.

Apprenticeship Program

The Panel funds Apprentice training that supplements rather than displaces 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. ETP funds RSI that is classroom, simulated laboratory or e-learning based and requires the constant and direct guidance of a qualified, live trainer.

Apprenticeship programs vary in length. In this project, the programs are eight weeks (Line Cook) and six weeks (Barista). The curriculum is developed with input from DAS and a designated Local Educational Agency (in this case Hospitality Training Academy).

Due to the cyclical nature of employment in the hospitality industry, it is not customary for workers to be employed for a standard retention period of 90 consecutive days with one employer. 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.

PROJECT DETAILS

Several of HTA's UNITE Here Local 11 employer partners have expressed the need for more restaurant cooks and baristas at local hotels and event centers/venues across the region. As the City of Los Angeles prepares for events like the 2026 World Cup, 2027 Super Bowl and the 2028 Summer Olympics, the need for skilled hospitality/tourism industry workers is at an all-time high. HTA's current and future employer partners are looking to HTA to facilitate their training and hiring needs.

HTA will deliver the proposed training through two of its DAS-approved apprenticeship programs for Line Cooks and Baristas. Class/Lab training will be both center-based and onsite at participating employer locations in a non-productive laboratory environment. The proposed apprenticeship training will primarily take place at HTA's Kitchen facility.

Training Plan

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

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

- **Line Cook Apprentice:** training will equip trainees with the skills needed to successfully enter the culinary industry at the Line Cook level.
- **Barista Apprentice:** training will equip trainees with the requisite skills to enter the coffee/food service industry as a Barista. Training will cover the foundation, history and advanced production skills of coffee making.

First Year Apprentices

Under ETP Apprenticeship 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. HTA's Line Cook program is eight weeks in length and the Barista program is six weeks in length. As such, the Applicant is requesting to train first year apprentices in this project.

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**

HTA’s Executive Director will oversee project administration. HTA’s dedicated leadership team and support staff will coordinate recruitment, scheduling, tracking, and documentation of training. HTA’s team of in-house experienced instructors will deliver training. Training will take place at HTA’s training facilities in Los Angeles. Some training may also take place at employer worksites. HTA has DAS-approved apprenticeship programs in place and is prepared to commence training upon contract approval.

Marketing and Support Costs

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

HTA is requesting 8% support costs for program marketing and training-related activities including the recruitment of participating employers and assessment of employer-specific job requirements for retrainees. While some participating employers and trainees have already been recruited, additional recruitment and assessment activities will take place throughout the contract term.

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 HTA’s performance under an active ETP Contract:

Contract No.	Approved Amount	Term	No. Trainees (Estimated)	No. Retained	Potential Earnings (Based on Tracked Hours) (\$ %)
ET24-0115	\$141,750	07/24/23 – 07/23/25	50	0	\$0

The Contractor has training programs in place for both Incumbent/Retrainee and Unemployed/New Hire trainee populations. This contract was originally written for retrainees only. However, Contractor representatives informed ETP that there was a miscommunication during project development and its primary focus for the Workforce Literacy Pilot Program is actually unemployed individuals. As a result, ETP processed a contract revision to change the targeted trainee population from Retrainees to New Hires. The Contractor believes this change will enable HTA to maximize approved funding via its comprehensive training program for unemployed individuals. The contract revision to change the trainee population from Retrainee to New Hire was recently executed on 10/4/24; therefore, the Contractor can now begin to add eligible enrollment and training data to the Cal-E-Force system for new hire trainees.

PRIOR PROJECTS

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

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
ET21-0332	Los Angeles	06/28/21 – 06/27/23	\$163,600	\$9,356 (6%)*
ET21-0202	Los Angeles	09/01/20 – 08/31/22	\$200,000	\$200,000 (100%)
ET19-0307	Los Angeles	10/29/18 – 01/26/21	\$97,973	\$64,998 (66%)**

*ET21-0332: This project was affected by two major factors that severely impacted the hospitality industry during the contract term: 1) the COVID-19 pandemic and 2) industry labor disputes/employee strikes. With the economy moving towards recovery from the global pandemic, the Contractor was confident that it had the necessary administrative infrastructure in place to facilitate the successful delivery of training. However, the subsequent onset of hospitality labor disputes made it increasingly difficult to obtain the necessary trainee and employer information to meet ETP recordkeeping requirements. As labor/management negotiations continue to make inroads towards agreement at various participating employer hotels, the Contractor believes that its long-standing relationships throughout the hospitality industry will help ensure considerably improved program outcomes moving forward.

**ET19-0307: The COVID-19 pandemic significantly impacted project performance during the second half the contract term. This project included a combination of retrainees, new hires, and apprentices, so the pandemic not only affected the delivery of training, but job placement and employee retention as well. During the contract term, ETP approved multiple contract revisions, including one to extend the contract term by 90 days in an effort to mitigate the negative impact of the global pandemic. By the end of the contract term, most of the eligible hours were successfully delivered via the apprentice training component similar to the training plan outlined in this proposal.

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

Line Cook Registered Apprenticeship Program

Food Safety & Sanitation Fundamentals of Culinary Arts:

- Introduction to the Culinary Industry
- Kitchen Equipment
- Knife Skills
- Kitchen Math
- Stock Cookery
- Soup Cookery
- Sauces
- Butchering & Hot Cookery
- Breakfast Cookery
- Basic Baking Concepts
- Final Exam
- American Hotel & Lodging Educational Institute (AHLEI) Kitchen Cook Exam

Barista Latte Artist Registered Apprenticeship Program

Food Safety & Sanitation Fundamentals of Coffee Service & Food Service:

- Introduction to Barista and Latte Arts
- Seed to Cup
- Coffee Bar Equipment
- Introduction to Beverage Production and Service
- Energy Conservation and Avoidance of Waste
- Barista and Service Math Skills
- Front of House Skills
- Back of House Skills
- Advanced Coffee Production Skills
- Specialty Coffee Association (SCA) Certificate Testing Midterm Exam
- Final Exam



**Training Proposal for:
Spaulding Marine Center**

Contract Number: ET25-0904

Panel Meeting of: December 13, 2024

ETP Regional Office: PPU-Central Office

Analyst: K. Alexander-Paiva

PROJECT PROFILE

Contract Attributes:	Apprenticeship Retrainee	Industry Sector(s):	MEC Services Priority Industry: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Counties Served:	Alameda, Contra Costa, Marin, San Francisco	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
\$33,264		\$2,304 8%		\$35,568

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	12	8-200	0	\$2,964	\$24.25
				Weighted Avg: 126			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: Job Number 1: \$24.60 per hour in Alameda, Marin, and San Francisco Counties and \$24.25 in Contra Costa County

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

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

Up to \$2.50 per hour may be used to meet post-retention wages.

Current Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1		
Marine Technician	\$20.50 - \$24.60	12

INTRODUCTION

Spaulding Marine Center, (www.spauldingcenter.org) a non-profit entity founded in 1951, is a working boat yard, museum, and community events center hosting events such as youth camps, boat charters, and boat building classes. The Center runs Boatworks 101, a non-traditional Division of Apprenticeship Standards (DAS) certified Apprenticeship program for Marine Technicians. This program trains Apprentices in the recreational boating industry. The program has partnered with 9 employers in the Bay Area to place Apprentices in jobs once they have completed the apprenticeship program. These employers include Berkeley Marine Center, Bay Ship & Yacht, Argo Rigging, Pete Roland Electronics, Bay Side Boatworks, Helmut's Volvo-Penta, and Bay Area Marine. Training will take place at the Spaulding Marine Center boatyard located in Sausalito.

The program has served 3 cohorts and has trained 16 Apprentices, with 4 currently in progress and 12 who have successfully completed the program and gained employment. Currently, Spaulding Marine is running its third cohort of six trainees, which will conclude in August 2024. The fourth cohort is scheduled to begin in August as well. This project will provide funding for the fourth and fifth cohort and cover the entire training costs for the fourth cohort. This is Spaulding Marine Center's second ETP project.

Veterans & Special Trainee Populations

The Spaulding Marine Center will recruit all participants, including Veterans, through public outreach events such as career fairs, newsletters, social media, job boards, and local advertisements targeted at SF Bay Area counties. In addition, this new staff will focus on Spaulding's diversity component and will focus relationship building efforts with organizations who further this effort.

Apprenticeship Program

The Panel funds Apprentice training that supplements rather than displaces 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. ETP funds RSI that is classroom, simulated laboratory or e-learning based and requires the constant and direct guidance of a qualified, live trainer.

Apprenticeship programs vary in length. In this project the program is 12 months. The curriculum is developed with input from DAS and a designated Local Educational Agency, in this case Los Positas College.

PROJECT DETAILS

Many Bay Area marine service employers have expressed a significant need to hire Marine Technicians due to experienced staff retiring from the industry, leading to a shortage of qualified personnel. Unlike most industries in California, the recreational marine service sector lacks an organized association that supports recruitment and training for newcomers, exacerbating the skills gap among new staff. The Boatworks 101 Apprenticeship program aims to address this challenge.

Boatworks 101 is a 12-month apprenticeship program designed to train marine technicians. During the first nine months, apprentices train at the Spaulding Marine Center. They learn shop safety, tool skills, and gain hands-on experience in marine carpentry, structural work, propulsion, and yacht systems. Apprentices work on boats and participate in projects, including small boat building, within the learning environment of the center. They acquire craftsmanship, learn best practices, and explore career opportunities in the marine trades.

In the final three months of the program, Apprentices engage in on-the-job training with employer partners, rotating monthly. This phase allows them to apply their skills in real-world settings. The program successfully retains six full-time apprentices annually, enhancing their technical competencies on the job. For the purposes of this contract, ETP will reimburse only for the classroom and laboratory-based portions of the training provided by Boatworks 101.

Training Plan

All training will occur at Spaulding Marine Center via class/lab. Training is provided by ten instructors who have extensive experience in the industry and are subject-matter experts in the topics they teach.

Commercial Skills: Training will be provided to Apprentices in topics such as Boat Handling, Tool Sharpening, Woodworking, Marine Propulsion, Steering & Hydraulic Systems, Marine Plumbing, and Sailboat Rigging.

First Year Apprentices

The Boatworks 101 Apprenticeship program is 12 months in length. As such, Spaulding is requesting to train first year apprentices at the start of the program since the first 6-9 months of the training program contain the most classroom based training.

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 Program Coordinator, will oversee the administration of the project and track training, enroll trainees, and upload training data to ETP System.

Marketing and Support Costs

To recruit for the last two training cohorts the Center has worked with local workforce development boards, K-12 education, and community based organizations. Spaulding Marine is working to improve its outreach to Apprentices and employers. Spaulding Marine is requesting 8% support costs to support these efforts.

Tuition Reimbursement

Spaulding Marine Center 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. Retained	Potential Earnings (Based on Tracked Hours) (\$ %)
ET23-0963	\$25,586	12/19/2022-12/18/2024	11	11	\$24,827 (97%)

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:

Commercial Skills

- Shop Safety Regulations & Best Practices
- Boat Handling
- Yard Work – General
- Boatyard Duties
- Tool Sharpening
- Woodworking
- Metal/Fiberglass/Composite
- Marine Propulsion
- Steering & Hydraulics Systems
- Diesel Engines
- Outboard Engines
- Electric Motors
- Marine Electrical Systems
- Marine Plumbing
- Marine Electronics & Navigation Systems
- Marine Corrosion
- Marine AC/Heating/Refrigeration
- Elements of Craftsmanship
- Painting & Varnishing
- Gelcoat
- Antifouling Paints & Coatings
- Batteries & Charging Systems
- Water Makers
- Resume Building
- Sailboat Rigging
- Customer Service Skills
- Solar Charging Installation
- Marine Surveying
- Sail Making & Canvas Work



Employment Training Panel

**LIST OF PROPOSALS \leq \$75,000 APPROVED
BY DELEGATION ORDER FOR 10/15/24 – 12/02/24**

<i>Project</i>		<i>Approved Date</i>	<i>Approved Amount</i>
ET25-0141	ABT Plumbing & Drain Service, Inc. dba ABT Plumbing	10/18/24	\$50,736
	Electric Heat & Air		
ET25-0168	Good Tree International, Inc. dba King Palm	11/20/24	\$44,800
ET25-0140	Kaiser Enterprises Inc. dba Insight Manufacturing Services	10/09/24	\$36,288
ET25-0145	Prime Tech Cabinets, Inc.	10/16/24	\$49,392
ET25-0142	RDC-S111, Inc.	10/03/24	\$72,240
ET25-0144	Undersea Systems International, Inc. dba Ocean Technology Systems	10/09/24	\$74,256

Total -----\$327,712



Training Proposal for:

ABT Plumbing & Drain Service, Inc. dba ABT Plumbing Electric Heat & Air

Contract Number: ET25-0141

Delegation \leq \$75,000 Single Employer

Panel Meeting of: December 13, 2024

ETP Regional Office: Sacramento

Analyst: C. Kaiser

Project Profile

Contract Attributes:	Job Creation Initiative Priority Rate Retrainee SB < 100	Industry Sector(s):	Construction	
		Priority Industry:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Counties Served:	Nevada and Placer	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: 27	U.S.: 27	Worldwide: 27	
<u>Turnover Rate:</u>	8%			
<u>Managers/Supervisors:</u> (% of total trainees)	N/A			

Funding Detail

In-Kind Contribution
\$69,846

Total ETP Funding
\$50,736

Training Plan Table

Job No.	Job Description	Estimated No. of Trainees	Range of Hours			Average Cost per Trainee	Post-Retention Wage
			Class / Lab	CBT	Weighted Avg:		
1	Priority Rate Retrainee	26	8-200	0-37.5	42	\$1,176	\$22.55
2	Job Creation Priority Rate Retrainee	9	8-200	0-37.5	80	\$2,240	\$22.55

*Post-Retention Wage is the Contractual Wage.

Published Minimum Hourly Wage by County:	
Job Number 1:	\$22.55 per hour for Nevada and Placer Counties
Job Number 2:	\$18.45 per hour for Nevada and Placer Counties
Health Benefits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No This is employer share of cost for healthcare premiums – medical, dental, vision.	
Used to meet the Post-Retention Wage?: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Health Benefits may be used to meet the Post-Retention Wage as follows:	
Job Number 1:	\$2.50
Job Number 2:	\$2.50

Wage Range by Occupation					
Occupations	Wage Range	Estimated number of trainees			
		Total	\$15 to \$20	\$20.01 to \$25	Over \$25.01
JOB NUMBER 1 - Priority Rate, Retrainee					
Field Staff	\$20.05 - \$47.10	19	0	5	14
Administrative Staff	\$21.00 - \$28.50	3	0	1	2
Managers	\$24.00 - \$56.14	2	0	1	1
Marketing Staff	\$28.85 - \$28.85	1	0	0	1
Executive Staff	\$62.50 - \$62.50	1	0	0	1
JOB NUMBER 2 - Job Creation, Priority Rate, Retrainee					
Field Staff	\$20.05 - \$47.10	6	0	6	0
Administrative Staff	\$21.00 - \$28.50	1	0	1	0
Managers	\$24.00 - \$56.14	1	0	0	1

Wage Range by Occupation					
Occupations	Wage Range	Estimated number of trainees			
		Total	\$15 to \$20	\$20.01 to \$25	Over \$25.01
Marketing Staff	\$28.85 - \$28.85	1	0	0	1

Introduction

Founded in 2001 and headquartered in Auburn, ABT Plumbing Electric Heat & Air dba ABT Plumbing Electric Heat & Air (ABT) (Easymasbt.com) provides heating, air conditioning, plumbing, and electrical services to residential owners, multi-family general contractors, and municipal general contractors. Training under this proposal will be for the Company’s locations in Auburn and Grass Valley. This is ABT’s first ETP Contract.

Veterans Program

ABT actively recruits and hires Veterans through agencies such as Disabled Veteran Business Enterprise (DVBE) Connect. The Company currently has two Veterans who will receive training under this proposal. For ease of administrative use, the Veteran trainees will be included with all trainees in Job Number 1.

Project Details

For this proposal, ABT will focus on training Field Staff, Administrative Staff, and Marketing Staff due to expanding their service area and adding new product lines such as heat pumps. The Company is also in the final stages of selecting and purchasing an Enterprise Resource Planning (ERP) software system for all occupations to access and use.

Field Staff will receive in depth training on all new product lines like new efficient HVAC systems and heat pump systems. Training will include proper installation, troubleshooting, maintenance, and local, State, and Federal requirements. Field Staff will also receive EPA 608 training and certification. The certification is part of the Clean Air Act for technicians who work with equipment that have ozone depleting refrigerants. By obtaining this certification, the trainee will have the knowledge and training needed for environmental safety and additional opportunities to advance within the HVAC industry. In addition to customer relationship management and marketing/sales techniques and strategy, the Marketing Staff will also receive training on HVAC and heat pump systems so they are knowledgeable on the equipment and can provide quality customer service when advising homeowners on the products ABT offers. Administrative Staff will receive training in the fundamentals of business, project management, and planning and organization. Trainees will be able to apply the training to their job functions and become more efficient and prepare for business growth.

All occupations will receive training on the ERP system once installed. Training will be geared towards the trainee’s level of use for the system. The focused training will allow the trainee to access and navigate through the system with minimal support.

Cross training is highly supported at ABT for all occupations. It provides opportunity for in-house promotions and wage progression, allowing a trainee to obtain additional certifications and higher wages.

Retrainee - Job Creation

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

In order to keep up with growing client demand in the Auburn and Grass Valley area, ABT will hire 9 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.

Since ABT submitted the application on 12/13/2023 prior to the elimination of the job creation program, ABT is allowed to keep the job creation job number.

Training Plan

Training will be delivered via Classroom/Laboratory, E-Learning, and Computer Based Training (CBT) methods in the following:

Business Skills: Training will be offered to all occupations and focus on enhancing communication and project management. Training topics include business fundamentals and cost control.

Commercial Skills: Training will be offered to all occupations and will build upon proper techniques for working with equipment and environmental situations. Training topics include blue print reading, construction practices, and engineering theory.

Computer Skills: Training will be offered to all occupations and focus on building competency on the Company's systems. Training topics include AutoDesk and Quickbooks.

Continuous Improvement: Training will be offered to all occupations on course topics to create a more effective and efficient workforce. Training topics include process improvement and process capability.

Hazardous Materials: Training will be offered to Field Staff and Managers to ensure safe handling of hazardous materials. Training topics include bloodborne pathogens and hazardous chemical cleaning.

Certified Safety Training

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

Computer-Based Training (CBT)

CBT will be provided to supplement class/lab which is a more convenient means of delivering basic training. Trainees will receive between 0-37.5 hours of CBT.

Alternate Recordkeeping

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

Professional Employer Organization

ABT represents that it uses the services of Insperity, a Professional Employer Organization (PEO). However, please note that funding eligibility is based on the Contractor’s qualifications, and ABT will be held solely responsible for performance under the ETP Contract. This Proposal has been reviewed by ETP staff to ensure compliance with all applicable guidelines, and ABT has been informed about the duty to make certain PEO representations in the ETP Contract; including, without limitation, that its PEO Agreement with Insperity clearly establishes the PEO as the party responsible for withholding and reporting Unemployment Insurance taxes, and that ABT retains the exclusive right to direct and control the work performed by trainees, and to set the amount of their wages.

Commitment to Training

ABT's annual-training budget is approximately \$30,000 for all locations in California. Training includes government-mandated safety regulations, new-hire orientation, and rudimentary job skills. Training is an ongoing initiative and ABT will continue to train employees after completion of the ETP 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

ABT's Chief Operations Officer will oversee all ETP-funded training. In addition, an Administrator and Project Manager will aid with scheduling and roster completion. A third party administrator will assist with the implementation, compliance, reporting and reimbursements for the Contract. Training will be provided by in-house subject matter experts and/or third party vendors.

Active Projects

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

Contract No.	Approved Amount	Term	No. Trainees (Estimated)	No. Retained	Potential Earnings (Based on Tracked Hours) (\$ %)
ET25-0141	\$50,736	10/19/24 - 10/18/26	35	0	\$0 (0%)

Subcontractors

Subcontractor Type	Subcontractor Name	City, State	Cost / %
Development	Sierra Consulting Service	Cameron Park, CA	\$5,000
Administrative	Sierra Consulting Service	Cameron Park, CA	13% of Earned Amount

Training Subcontractors	City, State	Cost	Description of Service
To Be Determined	-	-	-

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Business Fundamentals
- Business Writing
- Conflict Resolution
- Creative Marketing
- Customer Relationship Management
- Customer Service
- Communication Styles
- Cost Control
- Dealing with Difficult People
- Develop Employee Accountability
- Employee Coaching
- Employee Engagement
- Financial Analysis
- Leadership
- Marketing/Sales Techniques & Strategy
- Negotiating
- Organizational Structure Development
- Planning and Organization
- Product Knowledge
- Project Management and Methodology
- Project Requirements Analysis and Specifications
- Property and Resource Management Skills
- Retaining Customers
- Relationship Building
- Strategic Planning

Commercial Skills

- Audio/Visual Components
- Bonds
- Boom Lift
- Blueprint Reading
- Building Systems
- Change Order Management
- Compliance Requirements
- Construction Practices
- Contract Documents and Construction Law
- Contractual Risk Transfer
- Crisis Management
- Defensive/Distracted Driver Training
- Ducting
- Electricity and Electrical Equipment

- Energy & Environmental Design for Green Building
- Engineering Theory/Planning/Design
- Environment Impact Planning
- EPA608
- Estimating
- Foreman's Advantage
- Forklift/Scissor Lift
- Heat Pumps
- How to Complete a Work Authorization
- HVAC Systems
- Insurance
- Lien Law and Remedies
- Lighting and Dimmers
- Lock Out/Tag Out
- Mechanical/Electrical Systems
- National Environmental Policy Act (NEPA) 70E Arc Flash Identification
- Operations Skills
- Permits
- Planning and Scheduling
- Plumbing
- Product Knowledge
- Project Management and Methodology
- Purchasing
- Repair
- Resource Management
- Switches
- Telecommunications
- Unit Cost Tracking
- Water Heater
- Work Orders

Computer Skills

- Advanced Excel
- Autodesk/AutoCAD
- Customer Relationship Management (CRM) Software
- Docuware
- Enterprise Resource Planning (ERP)
- Financial Management System
- In Design Software Training
- Microsoft Office: Intermediate/ Advanced
- Projections
- Quickbooks
- Social Media – LinkedIn
- Virtual Machine (VM) Ware
- Website Maintenance

Continuous Improvement Skills

- Coaching Procedures

- Creating a Quality Organization
- Change Management
- Meeting Management
- Process Improvement
- Production Scheduling
- Production Operations/Workflow
- Problem Solving and Decision Making
- Process Capability
- Supervisor Skills
- Team Building
- Time Management

Hazardous Materials Skills

- Blood Borne Pathogens
- Hazardous Materials Handling
- Hazardous Chemical Cleaning/Handling
- Refrigerant

Safety Skills - OSHA 10 (Certified-OSHA Instructor)

- OSHA 10

Safety Skills - OSHA 30 (Certified-OSHA Instructor)

- OSHA 30

Computer-Based Training

Trainees may receive any of the following:

Safety Skills - OSHA 10 (Certified-OSHA Instructor)

- Caught In or Between – 30 Minutes
- Cranes, Derricks, Hoists, Elevators & Conveyors – 30 minutes
- Electrocution – 1 hour
- Excavations – 30 minutes
- Falls – 1.5 hours
- Health Hazards in Construction – 30 minutes
- Introduction to OSHA – 1 hour
- Materials Handling, Storage, Use and Disposal – 30 minutes
- Personal Protective and Lifesaving Equipment – 30 minutes
- Scaffolds – 30 minutes
- Stairways and Ladders – 30 minutes
- Struck-By – 1 hour
- Tools – Hand and Power – 30 minutes

Safety Skills - OSHA 30 (Certified-OSHA Instructor)

- Asbestos Awareness: 30 minutes
- Asbestos for Supervisors: 2 hours
- Caught-in or Between – 1.5 hours
- Confined Spaces – 30 minutes
- Cranes, Derricks, Hoists, Elevators and Conveyors – 30 minutes

- Electrical Safety – 2 hours
- Ergonomics – 30 minutes
- Excavations – 30 minutes
- Fall Prevention 1.5 hours
- Fire Protection and Prevention – 30 minutes
- Foundations for Safety Leadership – 2.5 hours
- Hand and Power Tool Safety 1 Hour
- Hazard Communication – 30 minutes
- Hazardous Materials – 30 minutes
- Health Hazards in Construction – 2 hours
- Introduction to OSHA – 1 hour
- Lead Awareness: 30 minutes
- Lead Exposure – 30 minutes
- Managing Safety and Health – 2 hours
- Materials Handling, Use and Disposal – 30 minutes
- Motor Vehicles – 30 minutes
- Personal Protective Equipment – 2 hours
- Rollover Protective Structures, Signs, Signals and Barricades – 30 minutes
- Safety and Health Programs – 30 minutes
- Scaffolds – 30 minutes
- Silica Exposure – 30 minutes
- Stairways and Ladders – 1 hour
- Steel Erection – 30 minutes
- Struck-by- 1 hour
- Welding and Cutting – 30 minutes



Training Proposal for:

Good Tree International, Inc. dba King Palm

Delegation ≤ \$75,000 Single Employer

Contract Number: ET25-0168

Approval Date: November 20, 2024

Panel Meeting of: December 13, 2024

ETP Regional Office: North Hollywood

Analyst: J. Garcia

PROJECT PROFILE

Contract Attributes:	Retrainee SB <100 Cannabis	Industry Sector(s):	Wholesale Trade/Distribution Priority Industry: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Counties Served:	Riverside	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: 32	U.S.: 32	Worldwide: 32	
<u>Turnover Rate:</u>	5%			
<u>Managers/Supervisors:</u> (% of total trainees)	6%			

In-Kind Contribution
\$42,005

Total ETP Funding
\$44,800

Small Business Only:	Owner <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Contract Term <input type="checkbox"/> One Year <input checked="" type="checkbox"/> Two Year
Occupations to be Trained:	Operations Staff, Production Staff, Owner, Managers & Supervisors

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 Skills Computer Skills Continuous Impr. OSHA 10/30	32	8-200	0	\$1,400	\$22.55
				Weighted Avg: 50			

*Post-Retention Wage is the Contractual Wage

Minimum Wage by County:
Job Number 1: \$22.55 per hour in Riverside 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		
Operations Staff	\$20.05 - \$30.00	25
Production Staff	\$20.16 - \$30.00	4
Owner	\$40.00 - \$40.00	1
Managers & Supervisors	\$21.00 - \$40.00	2

OVERVIEW

Year Company Founded:	2017	Company Headquarters: <input checked="" type="checkbox"/> Single location
Total Number of Facility locations in California	1	
Facility location(s) where training will occur	<ul style="list-style-type: none"> Jurupa Valley, Riverside 	
Nature of Business:	<ul style="list-style-type: none"> Good Tree International, Inc. dba King Palm (Good Tree), is a packaging company in Jurupa Valley, CA. 	

	<ul style="list-style-type: none"> • Good Tree packages and pouches cannabis products into retail packaging, and ships the packaged products to their distributors who sell them. • The Company has nine departments: Executive, Marketing & Design, Research & Development, Sales, Human Resources, Customer Service/Relations, Production, Operations, and Shipping & Receiving.
Customer Base:	<ul style="list-style-type: none"> • Cannabis Distributors and their customers. The distributor's customers consist of the cannabis community. • Cannatron is the Company's exclusive distributor.

Business / Industry Needs / Changes	<ul style="list-style-type: none"> • Good Tree is expanding from a 12,000 sq. ft. warehouse to a 56,000 sq. ft. warehouse location (approximately 4.5 times larger). Therefore, the systems and processes need an update, and staff needs to upskill and bridge any gap in their skills. • The Company is in the process of digitalizing the entire warehouse, which involves items such as implementing the Fishbowl Inventory Management System (training costs up to \$10,000) and utilizing new equipment like the RF Scanner MC9300. • Training needs increase annually, especially in the advent of Artificial Intelligence (AI) adoption and competition with global talent; training is critical in helping adapt to market and regulatory changes.
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Training Plan:

Need for Training:	<ul style="list-style-type: none"> • Employees have been hired with different experiences and backgrounds, and training will help standardized the knowledge base in the Company. • Training includes safety (OSHA 10/30), machinery operations (Sealing Machine, Pallet Jack, Sit-Down/Stand-Up/Turret Forklifts, Cherry Picker, etc.), Pallet Wrap Machine, Human Resources credentialing, leadership and communications, Excel 101, and more. • The training will provide a streamlined path to business grown and risk-prevention for all persons involved. Proper and abundant training is beneficial to the Company and the employees to make the entire organization as resilient as possible. • Business success in the new Jurupa Valley location will help stimulate the local economy and funds will create a safer community. • Training will provide the necessary knowledge and skills to adapt and thrive in the new operational landscape, ensuring a smooth transition and enhanced performance throughout the organization.
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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

Continuous Improvement	Business Skills	Computer Skills
Commercial Skills	OSHA 10/30	

Training Hours

<input checked="" type="checkbox"/> Weighted Average Hours over 45	50 Hours
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The average training hours is 50 hours because it encompasses training for all departments for machine operations, software stacks, communication, safety and risk management, warehouse management, building maintenance, and leadership. Occasionally, spontaneous training takes place to address a development or need in the company.

Alternate Recordkeeping

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

Training Infrastructure & Administrative Plan

- Trainers:**

 - In-house – Types of Training: Computer Skills, Business Skills, Continuous Improvement Skills, Commercial Skills
 - Vendor – Types of Training by vendor: OSHA 10/30, Commercial Skills, Business Skills, Continuous Improvement Skills
- Administration:**

Good Tree has designated the Chief Human Resources Operator, along with subcontractor, Training Funding Source, to oversee ETP training and all administrative responsibilities including scheduling, managing, documentation of training, project progress, enrollment, data tracking, invoicing, and attending meetings as needed with ETP.

 - In-house
 - Subcontractor
- Project Oversight:**

The Chief Human Resources Operator will be responsible for overseeing the training project, and will have assistance from the Human Resources Coordinator. They will be the primary trainers. The secondary trainers will be a first-line team of up to twelve managers or leads. 90% of training is completed in-house and in-person at the Company’s headquarters in Jurupa Valley. The Company has a detailed training plan in place and is ready to begin training upon approval.

SUBCONTRACTORS

Subcontractor Type	Subcontractor Name	City	Cost / %
Development	Training Funding Source	Seal Beach	\$1,900
Administrative	Training Funding Source	Seal Beach	13% of funding earned
Training Vendors	TBD	TBD	TBD

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Accounting > Accounts Payable
- Adobe
- Audits
- Bookkeeping
- Business Acumen
- Change Management
- Coaching & Leadership
- Communication
- Contract Negotiation
- Conflict Management/Resolution/Transformation
- Customer Relations
- Finance (PayPal, Wires & ACH, Zelle)
- Inventory Control > Cycle Count
- Inventory Control > Traceability
- Organizational Design
- Planning
- Problem-Solving
- Legal > Research & Writing
- Recordkeeping
- Succession Planning
- Time Management > Timeboxing
- Team Building
- Work Processes & Procedures
- Workplace Investigations

Commercial Skills

- Domestic Shipping–Air, Ground, Ocean
- International Shipping–Air, Ground, Ocean
- Inspection Techniques
- Logistics Skills
- Quality Assurance/Control
- Shipping & Receiving
- Fraud Mitigation
- Sealing Machine
- Pallet Jack
- Sit-Down/Stand-Up/Turret Forklifts
- Cherry Picker
- Pallet Wrap Machine

Computer Skills

- Zendesk–Cloud-based telephone
- HubSpot–Call center
- Microsoft Office–Excel & Word (Intermediate/Advanced)
- Communication Channels–Slack, Skype
- ShipStation–Package Tracker
- Auctane–Shipment Discounter
- Heartland Payroll
- Heartland HR–HR Information System
- Heartland Timeclocking System
- QuickBooks (QBO)
- Yotpo–Marketing Software
- Fishbowl–Inventory Management System
- Avalara–Tax Compliance Software
- Trello & Workast–Project Management & Tracking
- Google Calendar–Schedule Management

Continuous Improvement Skills

- Academy of Innovative HR (AIHR)--Credentials
- Conflict De-escalation
- Effective Communication > Body Language, Tone, Verbal, and Written
- Innovation
- Leadership
- Organization
- Predictive Planning
- Process Optimization
- Root Cause Analysis
- Sales Negotiation & Strategy
- Society of Human Resources (SHRM)--Credentials

Safety Skills - OSHA 10 (Certified-OSHA Instructor)

- OSHA 10

Safety Skills - OSHA 30 (Certified-OSHA Instructor)

- OSHA 30



Training Proposal for:
Kaiser Enterprises Inc. dba Insight Manufacturing Services

Contract Number: ET25-0140

Delegation \leq \$75,000 Single Employer

Panel Meeting of: December 13, 2024

ETP Regional Office: Sacramento

Analyst: M. Sladewski

Project Profile

Contract Attributes:	Priority Rate Retrainee SB < 100	Industry Sector(s):	Manufacturing	
		Priority Industry:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Counties Served:	Calaveras, Sacramento	Repeat Contractor:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
Number of Employees in:	CA: 72	U.S.: 72	Worldwide: 72	
<u>Turnover Rate:</u>	5%			
<u>Managers/Supervisors:</u> (% of total trainees)	N/A			

Funding Detail

In-Kind Contribution
\$45,440

Total ETP Funding
\$36,288

Training Plan Table

Job No.	Job Description	Estimated No. of Trainees	Range of Hours			Average Cost per Trainee	Post-Retention Wage
			Class / Lab	CBT	Weighted Avg:		
1	Priority Rate Retrainee	48	8-200	0-12	27	\$756	\$22.55

*Post-Retention Wage is the Contractual Wage.

Published Minimum Hourly Wage by County:	
Job Number 1:	\$22.55 per hour for Calaveras and Sacramento Counties
Health Benefits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No This is employer share of cost for healthcare premiums – medical, dental, vision.	
Used to meet the Post-Retention Wage?: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Health Benefits may be used to meet the Post-Retention Wage as follows:	
Job Number 1:	\$2.50

Wage Range by Occupation					
Occupations	Wage Range	Estimated number of trainees			
		Total	\$15 to \$20	\$20.01 to \$25	Over \$25.01
JOB NUMBER 1 - Priority Rate, Retrainee					
Machine Operators	\$20.05 - \$22.00	6	0	6	0
Production Staff	\$20.41 - \$39.05	12	0	6	6
Operations Staff	\$20.55 - \$31.96	10	0	6	4
CNC Machinists	\$20.83 - \$29.89	8	0	4	4
Administrative Staff	\$22.00 - \$51.82	4	0	2	2
Managers	\$39.18 - \$68.13	6	0	0	6
Owners	N/A	2	0	0	2

Introduction

Founded in 2007 and headquartered in Murphys, Kaiser Enterprises Inc. (Kaiser Enterprises), dba Insight Manufacturing Services (www.insightmanufacturing.com) is a HUBZone certified, woman owned, small business. Kaiser Enterprises provides services ranging from low rate production to contract manufacturing for precision machined components, mechanical assemblies, kitting, and supply chain management. The Company’s services include

fabrication, finishing, prototype, and engineering support, computer numerical control (CNC) milling, and turning for medical, defense and other commercial industries. The Company is one of the largest private employers in Calaveras county. The Company's two facilities, located in Murphys and Rancho Cordova, will receive training under this proposal. This is Kaiser Enterprises first ETP contract.

Veterans Program

Kaiser Enterprises does not actively recruit for Veterans at this time. However, Veterans are always welcome to apply.

Project Details

Kaiser Enterprises is growing quickly, with revenues increasing by over 38% in 2023 compared to 2022. In order to meet business demands, the Company needs to add a second shift at the Murphys location. In 2023, 5% of the Company's skilled labor force retired, and more retirements are expected over the next two years. In order to replace the retirees, Kaiser Enterprises plans to hire and train 10 new employees, and upskill current employees to advance within the Company. Due to hiring employees with little to no skills, Kaiser Enterprises has a training program for new employees that begins with the basics and gradually moves to advanced skills.

The Company has purchased \$1.5M in new equipment, which includes the coordinate measuring machine, horizontal CNC, and vertical milling centers. The CNC machinists need to learn the new technology, including programming for 24/7 operation and robotics features. About 30% of the workforce will move into machine setup roles, requiring significant training. Additional new equipment needs ongoing 3-D CAD training. The Company's goal is to increase output by 15% per person. While the Company uses equipment from various manufacturers, only three to four people in the Company know how to operate each of the non-standard CNC machines. To be more skilled and efficient, the employees need cross-training to learn more programming languages than "G code" to operate the non-standard machines.

Training Plan

Training will be delivered via Classroom/Laboratory, E-Learning, and Computer Based Training (CBT) by in-house experts in the following:

Business Skills: Training will be offered to Administrative Staff, Managers, Operations Staff, and Owners to learn the skills needed to run the business operations. Training topics include Customer Service, Planning and Organization, Project Management and Methodology.

Computer Skills: Training will be offered to Administrative Staff, Managers, Operations Staff, and Owners in order to learn the various software programs needed to run the business. Training topics include CNC Programming/Operating, Computer Aided Design (CAD), and Financial Management System.

Manufacturing Skills: Training will be offered to CNC Machinists, Machine Operators, Operations Staff, and Production Staff. Training will include cross training on different equipment, proper techniques for working with the equipment, and how to produce assembly parts as efficiently as possible. Training topics include Assembly, Milling, and Computer Numeric Control (CNC) Machining: (CNC Machine Operation, Drills, Lathes, Milling Machines, Grinders).

Hazardous Materials: Training will be offered to all occupations to ensure safe handling of hazardous materials. Training topics include Bloodborne Pathogens in Commercial and Industrial Facilities.

Computer-Based Training (CBT)

CBT will be provided to supplement class/lab which is a more convenient means of delivering basic training. Trainees will receive between 0-12 hours of CBT.

Commitment to Training

The current annual training budget is approximately \$75,000 for both locations and includes new hire orientation and safety training.

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

➤ Training Infrastructure

The Training Coordinator will oversee the ETP Contract and will coordinate training with other trainers/supervisors to make sure training is completed. Additionally, the Training Coordinator will gather the ETP rosters and send them to the subcontractor once a month. The Chief Operations Officer, and Compliance and Training Manager will assist in gathering and reviewing the rosters. Training will be provided by qualified in-house trainers. Kaiser Enterprises has also retained the services of a third-party Subcontractor who has extensive ETP experience to assist with the administration.

Active Projects

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

Contract No.	Approved Amount	Term	No. Trainees (Estimated)	No. Retained	Potential Earnings (Based on Tracked Hours) (\$ %)
ET25-0140	\$36,288	10/10/24 - 10/09/26	48	0	\$0 (0%)

Subcontractors

Subcontractor Type	Subcontractor Name	City, State	Cost / %
Development	Sierra Consulting Service	Cameron Park, CA	\$3,500
Administrative	Sierra Consulting Service	Cameron Park, CA	13% of Earned Amount

Training Subcontractors	City, State	Cost	Description of Service
To Be Determined	-	-	-

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Behavior Style Strategies
- Communication Styles
- Conflict Resolution
- Customer Relationship Management
- Customer Service
- Dealing with Difficult People
- Employee Coaching
- Essential Skills for New Supervisor
- Interpersonal Communications
- Leadership
- Planning and Organization
- Project Management and Methodology
- Relationship Building
- Supervisor Skills
- Time Management

Computer Skills

- CNC Programming/Operating
- Computer Aided Design (CAD)
- Computer Aided Machining (CAM)
 - GibbsCAM
 - MasterCAM
 - SurfCAM
- Coordinate Measuring
- Epicor v10
- Financial Management System
- Fusion 360
- Hucro WinMax v07.01.10.08 ST
- Hurco UltiMax v2.36.04e / 2.04e.06i
- Microsoft Office (Intermediate/Advanced)
- Machines/Optical/Electronic Tools Inspection Software
- PC-DMIS
- SQL Server (Management Studio)

Manufacturing Skills

- Assembly
- Bearings
- Bench work
- Blueprint Reading and Schematics
- Calibration
- Computer Numeric Control (CNC) Machining: (CNC Machine Operation, Drills, Lathes, Milling Machines, Grinders)

- Controller & Actuators
- Coolant Changes
- Coordinate Measuring
- Coordinate Measuring Machines/Optical/Electronic Tools
- Cross-training in Production Equipment/skills
- Deburring/Blasting
- Dimensional Metrology/Geometric Dimensioning & Tolerancing
- Electric Motors & Drives
- Electrical and Electronics
- Electrical Circuits/Programmable Logic Controller & Actuators
- Engineering Drawings for Machinist and Industrial Technicians
- Equipment Operation
- Finishing
- Gaskets
- Gearboxes
- Geometric Dimensioning & Tolerancing Interpretation and Application
- Grinding
- Hand Tools
- Heat Treating
- Hydraulics
- Inspections
- Inventory Control
- Job Planning & Preparation
- Kitting
- Lathes
- Lubrication
- Machine Operations
- Machine Safety
- Machine Tools
- Maintenance, Cleaning & Repair
- Manufacturing Practices
- Material Identification/Testing
- Measurements and Calculations
- Metallurgy
- Milling
- Operational Skills
- Packing
- Painting
- Part Stamping
- Parts and Products Manufacture
- Pipefitting
- Pneumatics
- Power Sources
- Power Tools
- Precision Inspection
- Preventative Maintenance
- Process Control & Documentation
- Production Operations

- Pumps
- Rotating Equipment
- Shipping
- Shop Maintenance
- Special Projects/NIMS
- Tapping
- Technical Math & Statistics
- Tool Control/Selection/Application
- Tool Crib
- Tooling
- Troubleshooting
- Turning (Manual and CNC)
- Warehousing
- Welding
- Writing Inspection Reports Assembly

Computer-Based Training

Trainees may receive any of the following:

Computer Skills

- Advanced Microsoft® Excel®-Macros, PivotTables, Charts and More – 90 minutes
- Integrating and Understanding Power BI® with Microsoft® Excel® – 90 minutes
- Maximizing Productivity with Microsoft® Teams – 90 minutes
- Microsoft Excel Automation and Power Queries – 90 minutes
- Microsoft® Excel®: Beyond the Basics (Intermediate) – 90 minutes

Hazardous Materials Skills

- Bloodborne Pathogens in Commercial and Industrial Facilities– 30 minutes

Manufacturing Skills

- Electrical – 30 minutes
- Ladders– 30 minutes
- Machine Guard – 30 minutes
- Hand and Power Tools – 30 minutes
- Quality Starts with You – 90 minutes



**Training Proposal for:
Prime Tech Cabinets, Inc.**

Delegation ≤ \$75,000 Single Employer

Contract Number: ET25-0145

Approval Date: October 16, 2024

Panel Meeting of: December 13, 2024

ETP Regional Office: San Diego

Analyst: T. Ky

PROJECT PROFILE

Contract Attributes:	Priority Rate Retrainee	Industry Sector(s):	Manufacturing Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Orange	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Number of Employees in:	CA: 183	U.S.: 183	Worldwide: 183
<u>Turnover Rate:</u>	8%		
<u>Managers/Supervisors:</u> (% of total trainees)	8%		

In-Kind Contribution
\$91,800

Total ETP Funding
\$49,392

Out-of-State Competition:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Occupations to be Trained:	Assemblers, CNC Operators, Customs Staff, Associates, Installers, Managers/Supervisors

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	Mfg. Skills Computer Skills OSHA 10/30	126	8-200	0	\$392	\$22.55
				Weighted Avg: 14			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: Job Number 1: \$22.55 per hour for Orange County
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 1.

Current Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Assemblers	\$20.05-\$21.00	19
CNC Operators	\$20.05-\$23.00	29
Customs Staff	\$20.05-\$24.00	8
Associates	\$20.05-\$25.00	42
Installers	\$27.00-\$32.00	18
Managers/Supervisors	\$20.05-\$28.00	10

OVERVIEW

Year Company Founded:	1988	Company Headquarters: <input checked="" type="checkbox"/> Single location
Facility location(s) where training will occur	<ul style="list-style-type: none"> Santa Ana, CA – Orange County 	

Nature of Business:	<ul style="list-style-type: none"> Prime Tech Cabinets, Inc. (PTC) (www.ptcabinets.com/) designs, manufactures, and installs European-style cabinetry in single and multi-family residences. Wood kitchen cabinet and countertop manufacturing. This will be PTC's third ETP Contract and the second in the last five years.
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Customer Base:	<ul style="list-style-type: none"> Individual homeowners and multi-family residential property owners.
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Business / Industry Needs / Changes	<ul style="list-style-type: none"> The industry has seen advancements in new materials and technologies that provide eco-friendly options and streamline production processes to improve efficiency. Consumer preferences have shifted towards customized and personalized cabinetry solutions, requiring employees to have a deeper understanding of design principles, spatial planning, and customization options to meet the diverse needs of customers. To compete in the current market, the Company must expand its online presence and implement digital marketing strategies to reach a wider audience.
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Training Plan:

Need for Training:	<ul style="list-style-type: none"> To meet company goals for manufacturing quality and efficiency, all PTC trainees will take courses such as Sustainable Practices in Cabinet Manufacturing, Lean Manufacturing Principles for Cabinets, and Quality Control in Cabinet Production. PTC aims to meet clients’ custom cabinetry needs by not only training staff on Woodworking Fundamentals for Cabinets, but also Advanced Techniques in Custom Cabinet Design. Computer Skills training will be provided to increase Computer Literacy. Staff will learn to more effectively use various computer programs to gain design software proficiency and improve online customer interaction skills.
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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

Computer Skills	Manufacturing Skills
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Certified Safety Training	<input checked="" type="checkbox"/> OSHA 10/30
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Training Infrastructure & Administrative Plan

<ul style="list-style-type: none"> Trainers: <ul style="list-style-type: none"> <input checked="" type="checkbox"/> In-house – Types of Training: Manufacturing Skills, Computer Skills <input checked="" type="checkbox"/> Vendor – Types of Training by vendor: To Be Determined, OSHA 10/30
<ul style="list-style-type: none"> Administration: <ul style="list-style-type: none"> Human Resources Manager <input checked="" type="checkbox"/> In-house

<ul style="list-style-type: none"> Project Oversight: The Operations Manager will oversee the project with support from the Human Resources Manager and three Supervisors who will also act as training coordinators. PTC training will be delivered by in-house experts. The Company is ready to begin the training plan upon approval.

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"> Prior training focused on increasing manufacturing capacity and installation efficiency.
<ul style="list-style-type: none"> Difference in Training Plan: 	<ul style="list-style-type: none"> This contract will train staff on new cabinet materials, machining processes, and computer technologies, all of which will make PTC products and services more marketable in their industry.

PRIOR PROJECTS

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

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
ET19-0434	Santa Ana	2/13/2019-2/12/2021	\$70,200	\$50,700 (72%)*

* ET19-0434 performance was impacted by the lack of a dedicated manager overseeing the contract resulting in challenges with support and resource allocation, communication gaps between the team and stakeholders, and insufficient monitoring and evaluation that led to delayed identification and addressing of contract performance. For this contract, the Plant Manager and Human Resources Manager will oversee all aspects of the contract, ensure that Company resources are appropriately allocated, and the team will establish clear and regular communication protocols with meetings if needed, and set clear milestones to guide an evaluation process that will help track progress and performance.

SUBCONTRACTORS

Subcontractor Type	Subcontractor Name	City	Cost / %
Development	N/A	N/A	N/A
Administrative	N/A	N/A	N/A
Training Vendors	To Be Determined	TBD	TBD

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Computer Skills

Intermediate Computer Literacy:

- Microsoft Office Suite (Intermediate)
- Data Protection
- Cybersecurity Awareness
- Data Analysis
- Graphic Design and Image Editing

Manufacturing Skills

- Cabinet Making Techniques
- Woodworking Fundamentals for Cabinets
- Precision Cutting and Joinery in Cabinet Manufacturing
- Cabinet Assembly and Finishing Processes
- Understanding Cabinet Hardware and Installation
- Quality Control in Cabinet Production
- Lean Manufacturing Principles for Cabinets
- CNC Machining in Cabinet Fabrication
- Sustainable Practices in Cabinet Manufacturing
- Advanced Techniques in Custom Cabinet Design
- Non-wood Work Cabinets
- Cabinet transportation

Safety Skills - OSHA 10 (Certified-OSHA Instructor)

- OSHA 10-Hour General Industry Safety Training

Safety Skills - OSHA 30 (Certified-OSHA Instructor)

- OSHA 30-Hour General Industry Safety and Health Training



**Training Proposal for:
RDC-S111, Inc.**

Delegation ≤ \$75,000 Single Employer

Contract Number: ET25-0142

Approval Date: October 3, 2024

Panel Meeting of: December 13, 2024

ETP Regional Office: North Hollywood

Analyst: J. Garcia

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate	Industry Sector(s):	Services Professional, Scientific, Technology Construction Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Los Angeles, 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: 147	U.S.: 179	Worldwide: 179
<u>Turnover Rate:</u>	3%		
<u>Managers/Supervisors:</u> (% of total trainees)	13%		

In-Kind Contribution
\$142,726

Total ETP Funding
\$72,240

Occupations to be Trained:	Job Captain, Design Director, Technical Directors, Materials Research Manager, Project Accountant, Contract Administrator, Senior Design/Studio Director, Project Managers, Project Specialist, Human Resources, Design Manager, Marketing, Program Manager, Project Architect, Interior Designer, Technical Support/IT, Administrative Support, BIM Manager, Designer, Technical 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	Business Skills Comm Skills Computer Skills	129	8-200	0	\$560	\$23.56
				Weighted Avg: 20			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: Job Number 1: \$23.15 per hour for Los Angeles County; \$22.72 per hour in San Diego County.

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

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

Current Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Captain	\$30.77 - \$55.29	29
Design Director*	\$51.92 - \$60.58	4
Technical Directors*	\$43.27 - \$75.00	12
Materials Research Manager	\$33.66 - \$33.66	1
Project Accountant	\$37.98 - \$37.98	1
Contract Administrator	\$36.06 - \$36.06	1
Senior Design/Studio Director*	\$72.12 - \$82.93	6
Project Managers	\$41.60 - \$64.90	11
Project Specialists	\$26.92 - \$31.25	2
Human Resources Staff	\$37.51 - \$64.90	3
Design Managers	\$45.63 - \$48.27	3
Marketing Staff	\$28.98 - \$60.10	4
Program Manager	\$56.25 - \$56.25	1
Project Architect	\$43.51 - \$69.71	8

Interior Designer	\$28.38 - \$36.06	4
Technical Support/IT Staff	\$30.62 - \$85.00	4
Administrative Support Staff	\$23.56 - \$40.38	6
BIM Manager	\$68.51 - \$68.51	1
Designers	\$25.00 - \$41.83	25
Technical Staff	\$30.00 - \$50.00	3

* RDC-S111 is requesting that trainees with the job title of "Director" be allowed to participate in this project. The Company reports that Technical Directors and Senior Design/Studio Directors actually function as managers/supervisors and do not set company policy.

OVERVIEW

Year Company Founded:	1979	Company Headquarters: <input type="checkbox"/> <i>Single location</i> Long Beach, CA
Facility Locations Outside CA	<ul style="list-style-type: none"> • Washington DC • Bentonville, AR 	
Total Number of Facility locations in California	<ul style="list-style-type: none"> • 2 	
Facility location(s) where training will occur	<ul style="list-style-type: none"> • Long Beach, Los Angeles County • San Diego, San Diego County 	

Nature of Business:	<ul style="list-style-type: none"> • RDCS-111 (RDCS) is a full-service architecture practice with experience in conceptual design, entitlement, site planning and all stages of construction documentation and administration. • RDCS' practice encompasses many different scales, from small planning to large master plans. • Collaborative practice of architecture, planning and interior design.
Customer Base:	<ul style="list-style-type: none"> • Commercial and Mixed-use Housing/commercial customers including Retail, Workplace, Grocery, Cinema, and Fitness Related Businesses.

Business / Industry Needs / Changes	<ul style="list-style-type: none"> • The most impactful change involves new and updated standards and regulations that must be adhered to. Employees must possess extensive knowledge of new regulations and updated codes for residential, mechanical, fire, energy, and green building standards that regulate the industry. • New sets of codes make it vital for employees to stay current with the changes. Some of the changes include requirements for electrical vehicle charging, energy efficiency, water efficiency for both indoor and outdoor use in construction materials for pollutant control, as well as special inspections and documentation to verify compliance.
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	<ul style="list-style-type: none"> • Changes in building standards and regulations trigger changes in design process and the tools used to efficiently implement new codes. Nearly every phase of planning, design and construction is modified to accommodate new codes and ensure that stakeholders remain compliant. • There is a greater interest in reducing energy consumption, using material that is ecologically conscious, and designs that deliver sustainable structures. This requires the Company to take a different approach to design and construction to meet growing sustainability demands. • In the new office in San Diego, there are six employees that need training on services, commercial and computer skills.
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Training Plan:

<p><i>Need for Training:</i></p>	<ul style="list-style-type: none"> • Administrative employees require training in business skills to understand the products and services offered by the Company. Training in commercial skills is key for administrative employees as it is vital for them to possess knowledge of our design process and the codes and regulations that govern the industry. While they don't work directly on projects, they must understand the projects and the changing regulations that may impact their job functions directly. • Architects require extensive training in commercial skills, particularly in building and construction standards, codes and regulations, and design/drafting standards. Everything the Company does is impacted by the standards and codes updated every three years. This year, a number of changes were made to the regulations, making it imperative for employees to be trained in new requirements driven by legislation and the existing codes and regulations that are impacted by these changes. Additionally, architects must be trained on the business software. Some require training in computer skills due to unfamiliarity with the programs used in the office, and others require training in new updates and modules released by the developer. Architects will also receive training in business skills which includes project management and leadership skills so they can work cohesively and efficiently. • Designers and Interior Designers must be trained in many topics as the architects; they must know what changes in standards and regulations impact their designs and how they approach each project, as well as new and emerging design trends that are driven by the changes in the industry's codes and standards. They must receive training in design standards which will allow them to improve the standing design process and reinforce the design skills that are impacted by new and
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	<p>changing technology. Additionally, Training in business skills is also needed, the most substantial being product knowledge. It is crucial for designers to have a deep understanding of products and services, and how they can be improved through the design process. Lastly, training in computer skills will be provided in the applicable software tools required for designers to perform their job.</p> <ul style="list-style-type: none"> • Job Captains require training in commercial skills including building and construction standards, CalGreen codes and drafting standards. This training is important for drafters because it provides the parameters that they must adhere to for compliance purposes. Additionally, training in Revit and SketchUp will allow Job Captains to use the tools used regularly in projects. Lastly, business skills training will provide drafters with the tools to effectively manage their workload and increase productivity. • Project managers require training in project management and leadership. As the leads of the projects, they are involved in each phase of the design process and are expected to seamlessly work with all other employees, and provide guidance to less experienced employees. • The Marketing Department needs training in Business and Commercial skills to better market current products and services to clients. They also will be training in computer skills. • Operations employees will receive training in project management and leadership to allow them to increase productivity while reducing error in their respective department. Operations employees are also architects and are expected to know the legal responsibilities involved. They're able to do this through the skills provided by training in building and construction standards, design standards, CalGreen codes, and product knowledge.
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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	Commercial Skills
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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"> • Trainers: <ul style="list-style-type: none"> <input checked="" type="checkbox"/> In-house – Types of Training: Business Skills, Computer Skills, Commercial Skills <input checked="" type="checkbox"/> Vendor – Types of Training by vendor: Business Skills, Computer Skills, Commercial Skills
<ul style="list-style-type: none"> • Administration: <p>Senior Director of People Services, and Welsh Advisors, Inc.</p> <ul style="list-style-type: none"> <input checked="" type="checkbox"/> In-house <input checked="" type="checkbox"/> Subcontractor
<ul style="list-style-type: none"> • Project Oversight: <p>The Senior Director of People Services will oversee the project, maintain original rosters and uploads and coordinate training scheduled with senior members of staff who will serve as trainers. Each instructor will work with HR to create and schedule training. The instructors from both locations will then send original documents to the Senior Director of People Services who will then upload the documents into a secure Dropbox. Welsh Advisors, Inc. will then upload the hours into the ETP online system. The Senior Director of Talent Development will also support the process.</p> <p>Training will take place at the facilities in Long Beach and San Diego, and be provided by in-house staff and third party training vendors. A detailed training plan is in place and the Company is ready to begin training upon approval.</p> <p>The previous contract did not have a designated person responsible for a comprehensive training plan. The new Senior Director of People Services, has been involved in the entire application process, is familiar with the program, and is prepared to lead. The new training division is led by the Senior Director of Talent Development. This new division has created an extensive training plan to enhanced training and increased training hours. With this leader as the center point in scheduling training, it will guarantee that training will be recorded properly.</p>

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"> • Technical and Computer Program Training • New Products such as 3D modeling • Previous Code Training • Leadership Training
<ul style="list-style-type: none"> • Difference in Training Plan: 	<p>This training will focus on the new San Diego facility and providing training to the increased number of staff. A new training division has also been created. Additionally, while training on codes was included in the previous contract, there are newer codes in the architecture industry that employees must receive training on in this training project.</p>

PRIOR PROJECTS

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

Contract No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
18CS-0210	Long Beach	2/1/2018 – 1/31/2020	\$117,432	\$72,714 (61%)

The previous ETP Contract had a slow start to the record keeping process. This will be remedied as most of the current trainers are now accustomed to using the training rosters and understand the urgency of getting started. The Company now has a plan in place to submit rosters and will work with trainers to schedule regular trainings and ensure rosters are completed immediately upon contract approval. The Senior Director of People Services has been involved with the entire proposal development process, whereas in the past contract, only the CFO was involved in development.

Additionally, the Senior Director of People Services is familiar with the process, which will help promote the ETP program resulting in improved recording of training hours and scheduling of meaningful job-related training sessions. Training was not centralized in the last contract, so it was not as organized. The Company has added a new training division since the last contract. This training division has added a new Senior Director of Talent Development who will assist with ETP administration to ensure the contract is successful. The Company added a more extensive training program which will result in more training hours across the board.

SUBCONTRACTORS

Subcontractor Type	Subcontractor Name	City	Cost / %
Development	Welsh Advisors, Inc.	Anaheim	\$6,174
Administrative	Welsh Advisors, Inc.	Anaheim	10% of funds 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

- Leading Teams
- Negotiations
- Professional Writing
- Project Management Tools
- Contract Terms
- Building a Fee
- Maintaining a Work Plan
- Risk Mitigation

Commercial Skills

- CA Code of Regulations
- Specifications
- QA/QC
- Adaptive Reuse
- Demystifying Interior Details
- Code Lesson Learned
- Planning Tools
- MEP Systems Trends and Sustainability
- CCA Best Practices
- Demystifying Exterior Details
- Sustainable Concrete
- MEP Sustainability
- Trends, Documentation Basics
- Product Knowledge

Computer Skills

- Ajera
- Cove Tool
- Mosaic
- Vray
- Twin Motion
- Lumion, Newforma
- Autodesk
- Revit
- Adobe Photoshop
- Adobe Illustrator
- InDesign, Acrobat
- Rhino, Sketchup
- Open Asset
- Teams for Work
- Enscap
- MS Office (Intermediate/Advanced)



Training Proposal for:

**Undersea Systems International, Inc.
dba Ocean Technology Systems**

Delegation ≤ \$75,000 Single Employer

Contract Number: ET25-0144

Approval Date: October 9, 2024

Panel Meeting of: December 13, 2024

ETP Regional Office: San Diego

Analyst: T. Ky

PROJECT PROFILE

Contract Attributes:	Priority Rate Retrainee SB <100	Industry Sector(s):	Manufacturing Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Counties Served:	Orange	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
Number of Employees in:	CA: 51	U.S.: 51	Worldwide: 51	
<u>Turnover Rate:</u>	5%			
<u>Managers/Supervisors:</u> (% of total trainees)	N/A			

In-Kind Contribution
\$77,458

Total ETP Funding
\$74,256

Small Business Only:	Owner <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Contract Term <input type="checkbox"/> One Year <input checked="" type="checkbox"/> Two Year
Out-of-State Competition:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Occupations to be Trained:	Administration Staff, Customer Service, Engineer, Manufacturing, Owner, Sales, Supervisor/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 SB<100	Mfg. Skills Business Skills Comm Skills Computer Skills Continuous Impr. PL-Mfg. Skills	51	8-200	0	\$1,456	\$22.55
				Weighted Avg: 52			

*Post-Retention Wage is the Contractual Wage.

Minimum Wage by County: Job Number 1: \$22.55 per hour for Orange 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.

Current Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Administration Staff	\$20.06-\$35.00	8
Customer Service	\$20.05-\$30.00	3
Engineer	\$20.10-\$50.00	10
Manufacturing	\$20.05-\$40.00	15
Owner	N/A	1
Sales	\$21.00-\$80.00	4
Supervisor/Manager	\$20.10-\$90.00	10

OVERVIEW

Year Company Founded:	1984	Company Headquarters: <input checked="" type="checkbox"/> Single location Santa Ana, CA – Orange County
Facility location(s) where training will occur	<ul style="list-style-type: none"> Santa Ana, CA – Orange County 	

Nature of Business:	<ul style="list-style-type: none"> • Undersea Systems International, Inc. dba Ocean Technology Systems (OTS) (https://oceantechnologysystems.com/) is a small family-owned and operated underwater devices manufacturer headquartered in Santa Ana. • The Company designs and manufactures full face masks as well as wired and wireless communication devices for underwater usage. • This will be OTS's third ETP Contract, and the third in the last five years.
Customer Base:	<ul style="list-style-type: none"> • OTS's worldwide customers include the Armed Forces, search and rescue organizations, the entertainment industry, and the general public.

Business / Industry Needs / Changes	<ul style="list-style-type: none"> • OTS routinely upgrades SyteLine, their Enterprise Resource Planning (ERP) system, resulting in the need for new and improved training. • Competition from large publicly traded online retailers forces OTS to address customer and industry demands for shorter lead times, added customization, improved quality, and more competitive pricing. • The Company is continually growing its business by adding new product lines and must maintain regulatory compliance in California as laws change.
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Training Plan:

Need for Training:	<ul style="list-style-type: none"> • As SyteLine is updated, all staff must be trained to keep up with the system's changes. Recent updates have highlighted how staff are currently underutilizing the ERP system. Training will allow staff to better understand the system's capabilities and increase efficiency. • Outside competition has reinforced the Company's need for committed training on courses such as Customer Service and Requirements, Marketing, and Process Improvement. • With OTS's product line expansion, industry certifications are required and product development must maintain compliance. Continuous Improvement Skills courses on ISO 9000 and Productivity & Quality Improvement will support the Company's goal to maintain compliance.
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Training courses listed in the Menu Curriculum will be provided via the following training method(s) under the following Types of Training:

Class/lab E-Learning Productive Lab

Manufacturing Skills	Business Skills	Computer Skills
Commercial Skills	Continuous Improvement	

Productive Laboratory	Justification:
	<input checked="" type="checkbox"/> New Production Procedures
	12 PL Hours per-trainee
	Occupations Receiving PL Training: Engineer, Manufacturing
The PL instructor must be dedicated to training, at a ratio of 1:1. Productive Lab training will be administered by qualified lead employees or supervisors with extensive experience in the processes and equipment used for training.	

Training Hours

<input checked="" type="checkbox"/> Weighted Average Hours over 45	52 Hours
<p>OTS is in a niche industry that must continually adapt to stay in business. The Company is addressing this need by working with its new Quality Manager and Professional Employer Organization, ADP, to identify more training and process improvement opportunities.</p> <p>In addition to more company-wide in-depth training hours planned for training on Computer and Continuous Improvement Skills, OTS added a new Commercial Skills category with courses such as Boat Safety and Dive Safety for its Engineer, Manufacturing, and Supervisor/Manager occupations.</p> <p>The number of training hours requested is supported by OTS's most recent contract performance data. ET22-0331 shows 68 average weighted hours of training per trainee.</p>	

PEO

<p>OTS represents that it uses the services of ADP Totalsource, Inc., a Professional Employer Organization (PEO). However, please note that funding eligibility is based on the Contractor's qualifications, and OTS will be held solely responsible for performance under the ETP Contract. This Proposal has been reviewed by ETP staff to ensure compliance with all applicable guidelines, and OTS has been informed about the duty to make certain PEO representations in the ETP Contract; including, without limitation, that its PEO Agreement with ADP Totalsource, Inc. clearly establishes the PEO as the party responsible for withholding and reporting Unemployment Insurance taxes, and that OTS retains the exclusive right to direct and control the work performed by trainees, and to set the amount of their wages.</p>

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"> • Trainers: <ul style="list-style-type: none"> <input checked="" type="checkbox"/> In-house – Types of Training: Business Skills, Commercial Skills, Computer Skills, Continuous Improvement Skills, Manufacturing Skills, PL – Manufacturing Skills <input checked="" type="checkbox"/> Vendor – Types of Training by vendor: To Be Determined
<ul style="list-style-type: none"> • Administration: <ul style="list-style-type: none"> Human Resources Administrator Administrative Subcontractor <input checked="" type="checkbox"/> In-house <input checked="" type="checkbox"/> Subcontractor
<ul style="list-style-type: none"> • Project Oversight: <p>The Human Resources Administrator will oversee the project. The Company has retained an administrative subcontractor to assist with administrative duties. Training will be delivered by in-house experts and vendors as needed. OTS is ready to begin the training plan upon approval.</p>

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"> • The previous contract focused on training for new staff members. All staff were also trained on new technologies including the ERP system, SyteLine.
<ul style="list-style-type: none"> • Difference in Training Plan: 	<ul style="list-style-type: none"> • This Training Plan will focus on increasing the depth of knowledge of current staff on SyteLine, adapting to industry compliance changes, and courses in the newly added Commercial Skills category.

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	
				\$	%
ET22-0331	Santa Ana	6/15/2022-6/14/2024	\$55,200	\$0	(0%)*
ET19-0476	Santa Ana	6/18/2019-6/19/2021	\$34,320	\$32,454	(94%)

*Based on ETP Systems, 2,411 valid hours have been tracked for potential earnings of \$55,200 (100% of approved amount).

SUBCONTRACTORS

Subcontractor Type	Subcontractor Name	City	Cost / %
Development	Training Funding Source	Seal Beach, CA	\$1,900.00
Administrative	Training Funding Source	Seal Beach, CA	13% of funds 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/Finance
- Customer Service and Requirements
- CE (European Conformity)
- Email Communication
- Export Standards
- Interpersonal Communication
- Leadership
- Manage Time and Priorities
- Marketing
- Negotiation Skills
- Planning Events (Trade Shows)
- Product and Service Knowledge
- RF (Radio Frequency)
- Sales
- Team Development

Commercial Skills

- Boat Safety
- Dive Safety
- Scuba Tank Handling
- Storing Safety

Computer Skills

- Customer Relationship Management
- MS Office (Advanced)
- Photoshop/Illustrator/InDesign/Adobe Premiere
- SyteLine
- Social Media (Facebook, Instagram, YouTube, Twitter)

Continuous Improvement Skills

- 5S (Lean Methodology)
- ISO 9000
- Lean Manufacturing
- Process Improvement
- Productivity and Quality Improvement
- Statistical Process Control

Manufacturing Skills

- Equipment/Tool Operations and Maintenance
- Inventory Control and Cycle Counting
- Standard Operating Procedures
- Preventative Maintenance
- In- House Soldering Training: Intro to Solder and Expert Solder

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

Trainees may receive any of the following:

Manufacturing Skills

- Equipment/Tool Operations and Maintenance