PANEL PACKET

February 2024

ETP

Employment Training Panel

PANEL NOTICE/AGENDA

MEETING TIME/PLACE

Friday, February 23, 2024 at 9:30 a.m.
CalEPA, 1001 I Street
Coastal Room
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 below and use the raise-hand feature during public comment to be called on.

Join Zoom Meeting:

https://us06web.zoom.us/j/83598251341

Webinar ID: 835 9825 1341

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 Chair — Rebecca Bettencourt

- Roll Call
- Action to Approve February Panel Meeting Agenda
- Action to Approve January Panel Meeting Minutes

Executive Report — Jessica Grimes

- Legislative/Budget/Other
- Budget Update and Action on Allocations — Tara Armstrong
- Request Motion to Adopt Consent Calendar Projects/Action — Michael Cable / Jaime Gutierrez

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Presentation and Action Item:

- Announcing Awardees of the Paid Family Leave Small Business Grant — Chris Hoover
- Amendment to Repeat Contractor Rule — Laura Campbell

Panel Date: February 23, 2024

Review, *Public Comment and Action on Proposals	Kellen Hernandez Diana Torres Chris Hoover Phil Boyer

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

*Public Comment on Matters Not on the Agenda

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, February 19, 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

Hollywood Park Management Company, LLC dba Los Angeles Stadium and Entertainment District ---------- $386,883
Pioneer Circuits, Inc.---------- $176,180
Traffic Management, Inc. ---------- $360,000

San Diego Regional Office

Murrietta Circuits---------- $92,920
Walter Anderson Plumbing, Inc. ---------- $402,500

Sacramento Regional Office

Advanced Integrated Pest Management ---------- $316,560
Butte County Office of Education---------- $374,940
College of the Sequoias (Agriculture) ---------- $462,448

PROPOSALS APPROVED
BY DELEGATION ORDER FOR 01/16/24 – 02/12/24

≤ $75,000	Approved Date	Approved Amount
North Hollywood Regional Office		
OLEA Kiosks Inc.	01/24/24	$74,980
S. Bravo Systems, Inc.	02/09/24	$74,635

State of California—Labor and Workforce Development Agency

Employment Training Panel

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OLEA Kiosks Inc.
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State of California

M e m o r a n d u m

To: Panel Members

Date February 23, 2024

From: Jessica Grimes
Executive Director

Subject: **Directions Meeting Sites**

The Employment Training Panel will meet on **Friday, February 23, 2024 at 9:30 a.m.**

California Environmental Protection Agency (Cal/EPA)

Coastal Room
1001 I Street, Sacramento, CA 95814

Telephone (916) 327-5640 (ETP Central Office)

Directions to the California Environmental Protection Agency - Coastal Room

From Sacramento International Airport:

- Take **Hwy 5** South
- Exit on **"J" Street** to **11th St.**
- Turn Left on **11th Street**
- Turn Left on **I Street**
- **1001 I Street**

From San Francisco

- Take **I-80 E**
- Merge onto **I-5 N**
- Exit on **"J" Street** to **11th St**.
- Turn Left on **11th Street**
- Turn Left on **I Street**
- **1001 I Street**

State of California

M e m o r a n d u m

To: Panel Members

Date February 23, 2024

From: Jessica Grimes
Executive Director

Subject: **Future Meeting Sites**

February Panel ***February 23 , 2024***	**In Person – CalEPA Coastal Room** **1001 I St, Sacramento, CA 95814** **Friday 9:30 AM – 3:30 PM**
March Panel ***March 22 , 2024***	***In Person – CalEPA Coastal Room*** **1001 I St. Sacramento, CA 95814** **Friday 9:30 AM – 3:30 PM**
April Panel ***April 26 , 2024***	***In Person – CalEPA Coastal Room*** **1001 I St. Sacramento, CA 95814** **Friday 9:30 AM – 3:30 PM**
May Panel ***May 31 , 2024***	***In Person – CalEPA Coastal Room*** **1001 I St. Sacramento, CA 95814** **Friday 9:30 AM – 3:30 PM**

STATE OF CALIFORNIA
EMPLOYMENT TRAINING PANEL
Friday, January 26, 2024

Panel Members

Rebecca Bettencourt
Chair

Dee Dee Myers
Ex-Officio Member

Rick Smiles
Member

Gretchen Newsom
Member

Douglas Tracy
Member

Madison Hull
Member

Michael Hill
Member

Executive Staff

Jessica Grimes
Executive Director

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, January 26, 2024

I. PUBLIC PANEL MEETING CALL TO ORDER

Acting Chair Smiles called the meeting to order at 9:30 a.m.

II. ROLL CALL

Present
Rick Smiles
Gretchen Newsom
Madison Hull
Douglas Tracy
Chris Dombrowski

Not in attendance
Rebecca Bettencourt
Mike Hill

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

III. AGENDA

The January Agenda was reviewed.

ACTION: Member Newsom moved and Member Hull seconded approval of the January Agenda with no changes. All Panel Members present voted in the affirmative for approval as moved.

Motion carried, 5 to 0.

IV. MINUTES

The December Meeting Minutes were reviewed with a correction to page 4, Tab 2 to reflect the first motion to approve, which was made by Member Newsom, seconded by Member Hull, and page 13, Tab 23 should reflect the first motion to approve was made by Member Newsom, seconded by Member Hull.

ACTION: Member Tracy moved and Member Newsom seconded the approval of the December Meeting Minutes with a correction to page 4, Tab 2 to reflect the first motion to approve was made by Member Newsom, seconded by Member Hull; and page 13, Tab 23 should reflect the first motion to approve was made by Member Newsom, seconded by Member Hull. All Panel Members present voted in the affirmative for approval as moved.

Motion carried, 5 to 0.

V. REPORT FROM THE EXECUTIVE DIRECTOR

Our website has been updated to reflect new opportunities, chiefly the Paid Family Leave small business grants which is now accepting applications and the Agriculture Initiative, which includes an allocation of $10M for the agriculture sector and agriculture-adjacent industries. The Public Policy Institute of California praised ETP in its report “Policies for Creating Jobs and Keeping jobs in California” for being effective in creating jobs and “showing positive effects on employment, worker earnings and employment stability.”

Today’s meeting presents 15 projects to support 3,087 trainees for approximately $2.8 million.

VI. LEGAL REPORT

Lisa Powell, General Counsel for the Labor and Workforce Development Agency, provided an update on recent legislation regarding changes to the Bagley-Keene Act. COVID era remote meeting flexibilities have expired. Since ETP Panel is back in person, these changes will offer extra flexibilities. SB 544 was signed into law on September 2023 and went into effect January 1, 2024. It allows State Board meetings to be held by teleconference under certain circumstances. The basic rule is if the majority of members are in the same location, remote attendees can participate. For example, if there were 5 present, and someone wanted to attend but was ill, they could attend remotely (the location does not have to be noted or open to the public), but they have to be on camera and must announce if any other adults are in the room with them. Also, you could have 2 locations which collectively have a majority of the members. Both would have to be noted and open to the public. If there is a technical difficulty for the remote participant (with their camera) that’s allowed but would need to be announced in the meeting. There is a requirement that votes have to be taken by roll call. In the event that these requirements cannot be met, then an adjournment or postponement of the meeting is required.

VII. REPORT OF THE CHIEF DEPUTY DIRECTOR

Regarding Funding:

Highlights from the Governor’s proposed State Fiscal Year 2024-25 budget as it relates to ETP: 1) ETP will continue funding at the same levels as for SFY 2023-24; 2) ETP budget authority in the proposed SFY 2024-25 is $122.9 million; and 3) there is a line item that states $100 million will be repurposed from the ETP Fund to help reduce the States $37.9 billion shortfall. ETP is fortunate to have built up a healthy reserve over the last few years so that we’re able to use it to contribute to the budget shortfall while continuing to serve our customers.

Today's Panel meeting, for approximately $2.8 million, includes eight Delegation Orders for a total of $485,392. 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 27 delegation orders for this State Fiscal Year. If all proposals scheduled for this Panel Meeting are funded today, the Panel will be approving 15 projects.

Regarding Demand and Allocations:

There are 110 applications currently in demand and 61 applications are with the Regional Offices in development. 20 applications are under review with the applications and assessment unit and 29 submitted applications pending review. The estimated value of the 110 applications is $20.5 million ($15.5 million for single employers, $2.9 million for multiple employer contracts, $110,537 for small business, $2.3 for apprenticeships, and zero in demand for Critical Proposals). We are currently within our total allocations for this fiscal year 2023-24. We do not have a Consent Calendar for this Panel meeting.

VIII. FISCAL TEAM PRESENTATION

Marcela Loza, Fiscal Manager, presented an overview of ETP's Fiscal Unit with general statistics.

IX. ELIMINATION OF THE RETRAINING JOB CREATION PROGRAM

Laura Campbell, Chief of Program Operations, provided a presentation regarding the Retrainee Job Creation program (RJC) that launched as a pilot program in 2011 in response to elevated unemployment rates and is currently still in effect, but ETP no longer allocates funding due to significantly decreased unemployment rates. The Policy Committee addressed this topic at their December 2023 meeting and decided to recommend its elimination. Staff is requesting an action item to eliminate the RJC program based on the recommendations of Policy Committee. If approved, it means that any applications received before today's date that contains an RJC component will be processed, but no new RJC components can be requested, however any existing contracts will not be affected.

ACTION: Member Newsom moved and Member Tracy seconded approval of the motion to approve elimination of the Retrainee Job Creation program. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried, 5 to 0.

X. ACTION ON PROPOSALS

Reminder was given by Panel regarding Agriculture Initiative. When the concept of the pilot program was first presented to Panel information about how low the wages were was given, one of the components was the concept of encouraging worker voice and supporting worker voice in the workplace (how they are being treated, safety issues, wage progression). The Panel is interested in how that is being interpreted and the process, if any, is in place.

SINGLE EMPLOYER CONTRACTS

Tab No. 1: Walter Anderson Plumbing, Inc.

Withdrawn

Tab No. 2: FreshPoint California, Inc.

Correction this is an Agriculture Initiative training proposal and not a priority industry, nor is it a repeat contractor. Funding requested $237,998 to train 180 trainees under Job one retrainees SET HUA and 23 under Job 2, creation retraining SET. Training will be provided at their Turlock facility only.

ACTION: Member Newsom moved and Member Hull seconded approval of the proposal submitted by FreshPoint California, Inc. in the amount of $237,998. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried by roll call vote, 5 to 0.

Tab No. 3: Lyell Immunopharma, Inc.

Priority Industry, First time contractor. Funding requested $198,375 to train 75 retrainees under Job one and 50 under Job 2, job creation. Training to be delivered at headquarter location in South San Francisco.

Question regarding wage progression and how soon the lower end $26 an hour workers can anticipate wage increases.

Anne Tomlin stated they have a broad range of wages (60% scientists) promotional reviews are twice a year in March and October.

ACTION: Member Newsom moved and Member Tracy seconded approval of the proposal submitted by Lyell Immunopharma, Inc. in the amount of $198,375. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried by roll call vote, 5 to 0.

Tab No. 4: Apex Site Solutions, Inc. dba Apex Site Solutions

Repeat contractor. Funding requested $172,615 to train 144 workers including 35 new employees. Training will take place at their Elk Grove location.

Comment was made regarding the occupational title of construction workers. Their wages are significantly lower than the construction industry itself. We usually see a post retention wage of $30.90 an hour. Request was made to move the wages for the field crew from $19 per hour to $30.90 an hour. Everyone else would stay the same.

Jeremy Elmiss stated they did have out of state competition. Agreed to $30.90 post retention wage including benefits.

Staff state that it would require a new job classification.

ACTION: Member Newsom moved and Member Hull seconded approval of the proposal submitted by Apex Site Solutions, Inc. dba Apex Site Solutions in the amount of $172,615 with the notion that we create a new Job number 3 for job classification field crew occupation title, including any trainees and that their post retention wage is $30.90 and they are allowed to use the healthcare benefits to meet that post retention wage. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried by roll call vote, 5 to 0.

Tab No. 5: Bell Brother's Heating and Air, Inc.

Withdrawn

MULTIPLE EMPLOYER CONTRACTS (MEC)

Tab No. 6: Key Code Media, Inc.

Repeat contractor. Funding requested $461,250 to train 375 retrainees. Training will take place statewide.

Comment was made that the funding request was significantly higher than previously (more than 4x). What are you going to do to achieve success?

Veronica Corner responded that they reached 100% of usage on the current contract 5 months ahead of time, and they have had multiple companies that are interested in training with them. They have experienced significant growth in the last 2 years (about 3x more), this includes more resources and contacts. They are an association with a new apprenticeship program which should use about a quarter of the requested funds.

Question as to what is the apprenticeship program?

Veronica Corner stated that they would be trained by a different company and just a population of students that would be coming in.

Question regarding whether they would be trained through this contract and whether there are apprentices elsewhere.

Veronica Corner replied yes they are still categorized as employees and will be receiving wages.

Question as to who they would be apprenticed to and is it DAS certified, approved by the State of California? What is that program called?

Veronica Corner replied she is not sure exactly what the program is called but it's a post-production engineering apprenticeship.

Comment was made that apprentices are not allowed to be double counted for different contracts.

Staff commented that they do not have any apprentice programs. There are not any media or post production space that they are aware of. Staff will look into that to make sure that there is no overlap.

Question as to how Key Code Media will be making the 100% success with 4 times the amount of your last contract.

Veronica Corner replied that they have a couple different companies, such as Nickelodeon Disney cartoon network, big figures in the industry who did not make it in time for the previous contract before they ran out of funding, so they will obtain training in the next contract, potentially hundreds of trainees.

Comment was made as to the lack of collective bargaining agreements with industry media unions.

Veronica Corner responded that there is no union for the particular position like a post-production engineer or colorist.

Comment was made that the wage range for the colorist at $21 per hour is very low for the industry.

Veronica Corner responded that they were an entry level position and we have specific training and different certifications involved which would streamline the ascent into a higher position.

Request for more information regarding the certifications. Are they able to carry the certification to a different job?

Veronica Corner explained there are two different kinds of certifications one is our proprietary Key Code education certification. The other is vendor certified training and they can take the associated exams, the cost is included.

Recommendation to fund this proposal at $250,000.

ACTION: Member Newsom moved and Member Hull seconded approval of the proposal submitted by Key Code Media, Inc. in the revised ETP funding amount of up to $250,000. All Panel Members present voted in the affirmative to table the proposal as moved.

Motion carried by roll call vote, 5 to 0.

Tab No. 7: <u>The Cerritos College Foundation</u>

First time contractor. Funding requested $499,872 to train 508 retrainees. Training located statewide.

Public comment by Annie Rafferty in support of the project.

ACTION: Member Hull moved and Member Newsom seconded approval of the proposal submitted by The Cerritos College Foundation in the amount of $499,872. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried by roll call vote, 5 to 0.

Tab No. 8: <u>The Industrial Council of the City of Commerce, California</u>

Repeat contractor. Funding requested $694,950 to train 565 retrainees. Training will take place statewide.

Request to elaborate on how they would reach the 100% on the current contract.

Robert Taylor and subcontractor stated that they would be reaching the 100%, the current contract does not expire until July 31st.

Comment was made that the current contract doesn't expire until July 31st.

A request was made of staff for a date to start this contract after close out of the current contract.

Staff responded June 30.

ACTION: Member Newsom moved and Member Tracy seconded approval of the proposal submitted by The Industrial Council of the City of Commerce, California in the amount of $694,950, with the contract to commence June 30, 2024. All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried by roll call vote, 5 to 0.

AGRICULTURE

Tab No. 9: <u>Reiter Berry Farms, Inc.</u>

Funding requested $173,880 to train 27 trainees and 225 seasonal workers. They are requesting a HUA wage waiver for all trainees as well as a retention modification for its seasonal workers in accordance with ETP's seasonal worker program component.

Statement was made that a significant number of the employees receiving training are seasonal workers and anticipating only 3 months of employment with Reiter Berry Farms. Can you talk about this a little more? What do they do from there?

Staff responded that this came up during the development discussions and is not included in the proposal; however, they actually employ they're seasonal workers for approximately 10 months of every year.

Marilyn Peake stated that approximately 85% of their workers return year after year. They are then eligible for unemployment benefits.

Request was made that the post retention wage for Job 2 at $17 be moved to match Job one at 17.66 per hour.

Marilyn Peake agreed to the wage change.

ACTION: Member Newsom moved and Member Tracy seconded approval of the proposal submitted by Reiter Berry Farms, Inc. in the amount of $173,880 with the caveat that the post retention wage for Job number 2 will increase from $17 to match that of Job number 1 at $17.66 per hour All Panel Members present voted in the affirmative to approve the proposal as moved.

Motion carried by roll call vote, 5 to 0.

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

No comments were made.

XII. PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

Comment made by Phil Herrera regarding the reallocation of the rainy day fund of $100 million to pay for essentially interest on a UI loan to the Feds. This money is for the program and for the employers and encourages ETP to look at ways to avoid having to use the fund such as the allocations that we are providing to applicants. This is kind of a rip off even if it is part of the solution for the governor's budget.

XIII. MEETING ADJOURNMENT

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

ACTION: Member Hull moved and Member Newsom seconded 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, 5 to 0.

Member Smiles (Acting Chair) Adjourned the meeting at 10:45 a.m.

Employment Training Panel

Memorandum

To: Panel Members

Date: February 23, 2024

From: Jessica Grimes, Executive Director

File:

Subject: Action item: Amendment to Repeat Contractor Rule

I. Background Information:

At their December 2023 meeting, the Policy Committee discussed repeat contracts and some of the issues that Panel is currently seeing with them. One item discussed was the Repeat Contractor Rule.

As the first action in a phased approach addressing the issues currently being seen with repeat contracts, the Policy Committee has requested that Panel approve an amendment to the Repeat Contractor Rule as follows:

Current Repeat Contractor Rule:

- Single Employers: must wait until 18 months have passed in their current contract before submitting an application for a second contract; and the current contract must have reached 75% potential earned amount to avoid being right-sized;

- MECs: limited to one contract per FY

Proposed New Repeat Contractor Rule:

- All contractors must reach 75% actual earned amount on all currently active Core-funded contracts before they can submit an application for an additional contract;

II. Recommendation

Staff is requesting an action item, based on the recommendations of the Policy Committee, to amend the Repeat Contractor Rule as noted above – so that all contractors must have reached 75% actual earned amount on all currently active Core-funded contracts before they can submit an application for an additional contract. If approved, this will become effective as of today's date.

ETP GRANT PANEL PROPOSAL

Panel Meeting of February 23, 2024

PROJECT PROFILE:

Program Name	Paid Family Leave Small Business Grant 3 (PFL SB 3)
Grant Term	Two Years
Total Available Funding	$1,000,000
Grant Description	The PFL program allows California workers to take paid leave to bond with a new child (through birth, adoption, or foster care), to care for a seriously ill family member, or to participate in a qualifying military event. PFL pays up to eight weeks of benefits in a 12-month period. Although PFL does not provide job protection, there are various federal and state laws that provide protected leave for up to 12 weeks. The grant's funds will be available for entities like Chambers of Commerce, Community Colleges, and Professional/Trade Organizations who are well positioned to outreach and who demonstrate a strong pre-existing relationship with to California's SBs who are being impacted by at least one employee utilizing the PFL program. Standard ETP eligibility criteria will apply for these Multiple Employer Contractors (MEC).

GRANT APPLICANT INFORMATION	
Lead Agency Applicant Name	Greater San Fernando Valley Chamber of Commerce
Project Name	California Paid Family Leave Grant Program
Requested Grant Amount	$500,000.00
Type of Organization	Professional Association (Chambers of Commerce)
County	Los Angeles

ETP Summary	The Greater San Fernando Valley Chamber of Commerce, established in 1911, is the premier business organization fostering economic development in the San Fernando Valley and the surrounding region. Our mission is to promote economic vitality and community growth, build an attractive community, foster connections, and ensure future prosperity through a pro-business climate. We represent the unified voice of the employer community, creating a partnership between business, government, and the community. With a rich history of contributing to the region's economic well-being, the Chamber has actively nurtured economic vitality, supported small businesses, and championed workforce development. Our board of directors is committed to addressing critical challenges, including workforce housing, transportation, transit, and homelessness. We serve as catalysts, conveners, and champions, directly contributing to the vitality of the business community and the overall quality of life in the region. In response to evolving business needs, the Chamber has implemented initiatives such as a reemployment and retraining program during the pandemic, demonstrating a commitment to practical solutions. Our successful grant and contract awards, including those from the State of California and the County of Los Angeles, have supported diverse programs, including a robust job training initiative that has trained over 2,000 employees, a business assistance program aimed at ensuring businesses are compliant with current employment law, and professional development opportunities.
Prior/Active Grant Information	Greater San Fernando Valley Chamber of Commerce was an awardee for the PFL SB Grant 2 ($500,000), and it was able to distribute all of its micro-grant funding awarded successfully.

ETP GRANT PANEL PROPOSAL

Panel Meeting of February 23, 2024

PROJECT PROFILE:

Program Name	Paid Family Leave Small Business Grant 3 (PFL SB 3)
Grant Term	Two Years
Total Available Funding	$1,000,000
Grant Description	The PFL program allows California workers to take paid leave to bond with a new child (through birth, adoption, or foster care), to care for a seriously ill family member, or to participate in a qualifying military event. PFL pays up to eight weeks of benefits in a 12-month period. Although PFL does not provide job protection, there are various federal and state laws that provide protected leave for up to 12 weeks. The grant's funds will be available for entities like Chambers of Commerce, Community Colleges, and Professional/Trade Organizations who are well positioned to outreach and who demonstrate a strong pre-existing relationship with to California's SBs who are being impacted by at least one employee utilizing the PFL program. Standard ETP eligibility criteria will apply for these Multiple Employer Contractors (MEC).

GRANT APPLICANT INFORMATION	
Lead Agency Applicant Name	Santa Maria Valley Chamber of Commerce
Project Name	California Paid Family Leave Grant Program
Requested Grant Amount	$500,000.00
Type of Organization	Professional Association (Chambers of Commerce)
County	Santa Barbara

ETP Summary	For more than 100 years, the Santa Maria Valley Chamber has been the premier business serving organization in Northern Santa Barbara County. The Chamber offers a full range of economic vitality programming including business start-up support, business retention and expansion services, business attraction, tourism and community marketing, and business advocacy. Its mission, as an essential catalyst for business growth, convener of leaders and influencers, and champion for a stronger Santa Maria Valley, is to connect, inform, and influence business success with an emphasis on ensuring both community and businesses thrive. Recently, the Chamber launched a targeted initiative providing outreach and services to businesses with owners/operators who speak Spanish as their primary language. Efforts have included creating a Hispanic Business Group to inform and lead its programming, while collaborating with the Economic Development Collaborative Small Business Development Center to provide business outreach and intake services for businesses that can benefit from their consultation services, and partnering with its local community college to provide business start-up training. The Chamber also has a history of serving as a connector and outreach partner for organizations providing benefits to targeted business segments. These experiences demonstrate its ability to collaborate with partner organizations in communities beyond its direct home service territory, while also demonstrating its staff and organizational capacity to provide financial, program, and outreach services at a high level.
Prior/Active Grant Information	N/A

Retrainee-Job Creation

Training Proposal for:

Hollywood Park Management Company, LLC dba Los Angeles Stadium and Entertainment District

Contract Number: ET24-0305

Panel Meeting of: February 23, 2024

ETP Regional Office: North Hollywood **Analyst:** J. Garcia

PROJECT PROFILE

Contract Attributes:	Retrainee Job Creation Initiative Priority Rate	Industry Sector(s):	Services Multimedia/Entertainment Priority Industry: ☒Yes ☐No
Counties Served:	Los Angeles	Repeat Contractor:	☐ Yes ☒ No
Union(s):	☐ Yes ☒ No		

Number of Employees in:	CA: 355	U.S.: 355	Worldwide: 355
Turnover Rate:	6%		
Managers/Supervisors: (% of total trainees)	10%		

FUNDING DETAIL

In-Kind Contribution
$542,000

Total ETP Funding
$386,883

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Priority Rate	Business Skills Comm'l. Skills, Computer Skills, Cont. Impr., PL-Comm'l. Skills	325	8-200 Weighted Avg: 45	0	$1,035	$23.15
2	Retrainee Job Creation Initiative Priority Rate	Business Skills, Comm'l. Skills, Computer Skills, Cont. Impr., PL-Comm'l. Skills	36	8-200 Weighted Avg: 61	0	$1,403	$20.66

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

Minimum Wage by County: Job Number 1: $23.15 per hour for Los Angeles County
Job Number 2 (Job Creation): $19.30 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 for Job Number 1.

Current Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Job Number 1		
Operations Staff	$23.75 - $25.00	35
	$25.01 - $36.99	45
Specialists	$20.66 - $19.88	32
Business Services Staff	$20.66 - $25.00	26
	$25.01 - $32.76	30
Customer Service Staff	$22.04 - $25.00	20
	$25.01 - $32.87	4
Information Technology Staff	$32.09 - $45.59	25
Manager/Supervisor/Director	$27.04 - $48.53	33
Sales Staff	$25.66 - $35.85	30
Technical Support Staff	$20.66 - $25.00	20
	$25.01 - $26.91	25
Job Number 2		
Manager/Supervisor/Director	$25.82 - $47.05	3
Operations Staff	$22.88 - $25.00	2
	$25.01 - $34.24	3

Business Services Staff	$20.66 - $25.00	3
	$25.01 - $31.89	4
Customer Service Staff	$21.01 - $25.00	2
	$25.01 - $31.72	3
Sales Staff	$25.24 - $34.72	3
Information Technology Staff	$31.08 - $44-87	5
Specialists	$20.66 - $24.85	2
Technical Support Staff	$20.66 - $25.00	2
	$25.01 - $26.71	4

INTRODUCTION

Founded in 2018 and located in Inglewood, Hollywood Park Management Company, LLC dba Los Angeles Stadium and Entertainment District (Hollywood Park) (https://hollywoodparkca.com/) is a year-round sports and entertainment destination, spanning nearly 300 acres. The dynamic campus offers modern, sophisticated residences; public parks; creative, open office space; and a highly curated, diverse shopping experience with many local, minority and women-owned businesses. Patrons include sports fans, music fans, tourists, art enthusiasts, and corporate event participants from around the United States.

The Company manages SoFi Stadium (the NFL's largest stadium), YouTube Theater, and the American Airlines Plaza located on the Hollywood Park campus. SoFi Stadium hosts national sports events, musicals/touring act events, college football, and private events taking place in the Los Angeles area. SoFi Stadium is the home of the Los Angeles Rams and the Los Angeles Chargers. Sitting under the same canopy as SoFi Stadium is the 2.5-acre American Airlines Plaza, and the 6,000-seat, intimate performance venue, YouTube Theater.

All training will take place at Hollywood Park's sole location in Inglewood. This will be Hollywood Park's first ETP Contract.

Veterans Program

While Hollywood Park does not have formal plans to hire or include a job number for Veterans, the Company welcomes and encourages Veterans to apply for employment.

PROJECT DETAILS

SoFi Stadium opened in 2020, during the global pandemic. Due to businesses shutdown in California, some concerts were cancelled and customers were limited from attending football games. With the pandemic conditions having improved, the number of events is expanding. NFL football games and Super Bowl LVI were held at the Stadium. Entertainers such as Taylor Swift and the Rolling Stones have and will continue to draw patrons to the stadium. Plans are in place for the 2026 FIFA World Cup and the 2028 Olympic Games opening and closing ceremonies to be held at SoFi Stadium. Hollywood Park workers must be trained due to the increased number of sporting, entertainment, and special events held at SoFi Stadium.

A formal needs assessment has been completed, and with the help of ETP funding, the Company can expand training. This will allow workers to adapt to various types of events taking place at the stadium, including understanding new operating procedures and technologies. Improved worker

knowledge will result in quality customer service, increased customer satisfaction, and increased sales, with patrons returning to SoFi stadium more frequently.

All proposed trainees are full time, permanent, employees with a year round structure. The Company plans to hire thirty-six new workers, all of which will be full time, permanent employees. In addition, Hollywood Park has 600 part time employees who work only event days, therefore, the total worker population is around 955 when there is an event.

Retrainee - Job Creation

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

The Company will hire 36 new employees (Job Number 2) within the next two years. The date-of-hire for trainees will be within the three-month period before contract approval or within the term-of-contract.

With the number of events increasing, including concerts and sporting events, Hollywood Park will need additional employees to provide support.

Training Plan

Workers will learn new job skills that will allow them to perform their jobs and utilize advanced computer technology. Hollywood Park will continue to provide Commercial Skills training for employees at the end of the ETP Contract.

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

Business Skills: Training will be offered to all occupations and include Client Management, Guest Experience, Event Accounting, Special Event Procedures, Leadership Skills, Show Budgets and Data Analysis.

Commercial Skills: Training will be offered to all occupations and include Equipment Operation, Ticket Operations, Venue Procedures, Traffic Control Processes and Broadcast Operations.

Computer Skills: Training will be offered to all occupations and include Business Intelligence, Event Management Software, Scripting Skills and Cyber Security.

Continuous Improvement: Training will be offered to all occupations and include Customer Dispute Resolution, Hospitality Procedures, Process Improvement and Teamwork Development Skills.

Productive Laboratory

Trainees may produce goods for profit as part of the PL-Commercial Skills 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 because trainees must learn how to operate proprietary equipment that requires hands-on experience. The equipment is too large to bring into a classroom. Trainees who are proficient in one type of equipment will be cross-trained on new equipment. Eighty Specialists, Operations and Technical Support Staff will be trained in Equipment Cross-Training, Equipment Maintenance and Operation, Inspection Techniques and Receiving Procedures to meet venue and company requirements.

The trainer-trainee ratio for PL will be 1:1 for up to 11 hours. Production will be reduced by as much as 5% during training. When the instructor is training the trainee how to operate equipment, productivity will not be at 100% capacity. Company managers and supervisors will provide the training, and will have at least two years of operating equipment before training others. During Productive Lab, the trainee is observed by the trainer and the trainee is producing services sold to clients. Trainees will be observed and evaluated on their proficiency with the equipment after the training ends.

Commitment to Training

Hollywood Park currently has an annual training budget of $521,000 and includes Excel, Word, orientation, basic safety training, sexual harassment prevention, diversity, virtual reality, seating configurations, sports and entertainment facilitation and multimedia displays suite management. ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law. The Company has a detailed training schedule and is ready to begin training.

- Training Infrastructure

The Vice President of Human Resources will oversee the project. A team of Managers, Supervisors, Trainers and a Training Coordinator will provide support. Training will be provided by a team of managers and supervisors, with the Human Resources Department being the central training site. Training data will be forwarded by Hollywood Park to the administrative vendor, National Training Company. National Training will upload data to ETP's database, and will create and submit the invoices to ETP as well.

Alternate Recordkeeping

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

DEVELOPMENT SERVICES

National Training Company in Irvine assisted with proposal development for a flat fee of $15,000.

ADMINISTRATIVE SERVICES

National Training Company 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

- Client Management
- Coaching and Mentoring
- Collaboration Skills
- Communication Skills
- Data Analysis
- Event Accounting
- Financial Analysis
- Guest Experience
- Handling Difficult Customers
- Leadership Skills
- Project Management
- Sales Development
- Show Budgets
- Special Event Procedures
- Upselling with Customer Focus

Commercial Skills

- Broadcast Operations
- Catering Procedures
- Concessions Procedures
- Cross-Training
- Culinary Requirements
- Engineering Applications
- Equipment Operation
- Event Operations
- Facilities Maintenance Procedures
- Inspection Techniques
- Load in and Load Out
- Product Quality Control
- Production Procedures
- Standard Operating Procedures
- Ticket Operations
- Tool Maintenance
- Traffic Control Processes
- Venue Procedures

Computer Skills

- Accounting Software
- Applications Interface
- Business Intelligence
- Cyber Security
- Data Teams

- Digital Marketing
- Electronic Invoicing
- Event Management Software
- Financial Analysis Applications
- Graphic Design
- Infinity Screen
- Inventory Software
- MS Office 365 (Advanced)
- MS Office 365 (Intermediate)
- Networking
- Relational Databases
- Scheduling Software
- Scripting Skills
- Social Media Applications
- Systems Integration
- Technical Issues
- Web Development

Continuous Improvement Skills

- Continuous Flow
- Creating a Quality Organization
- Customer Dispute Resolution
- Facility Procedures
- Food/Beverage Standards
- Hospitality Procedures
- Operations Management
- Planning and Preparing
- Process Improvement
- Teamwork Development Skills
- Technical Support Best Practices

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

Trainees may receive any of the following:

Commercial Skills

- Equipment Cross-Training
- Equipment Maintenance
- Equipment Operation
- Inspection Techniques
- Receiving Procedures

Retrainee-Job Creation

Training Proposal for:

Pioneer Circuits, Inc.

Contract Number: ET24-0286

Panel Meeting of: February 23, 2024

ETP Regional Office: North Hollywood **Analyst:** S. Turner

PROJECT PROFILE

Contract Attributes:	Priority Rate Retrainee Job Creation Initiative	Industry Sector(s):	Manufacturing Aerospace Related Priority Industry: ☒Yes ☐No
Counties Served:	Orange	Repeat Contractor:	☒ Yes ☐ No
Union(s):	☐ Yes ☒ No		
Number of Employees in:	CA: 300	U.S.: 309	Worldwide: 309
Turnover Rate:	2%		
Managers/Supervisors: (% of total trainees)	0%		

FUNDING DETAIL

In-Kind Contribution
$500,000

Total ETP Funding
$176,180

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Priority Rate	Business Skills, Computer Skills, Mfg. Skills	101	8-200	0	$1,380	$22.55
				Weighted Avg: 60			
2	Job Creation Priority Rate Retrainee	Business Skills, Computer Skills, Mfg. Skills	20	8-200	0	$1,840	$18.76
				Weighted Avg: 80			

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

Minimum Wage by County: Job Number 1: $22.55 per hour for Orange County
Job Number 2 (Job Creation): $18.76 per hour for Orange County

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

Used to meet the Post-Retention Wage?: ☒ Yes ☐ No ☐ Maybe
Up to $2.39 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		
Operator	$20.16 - $25.00	25
Sales	$20.16 - $25.00	17
Administration	$20.16 - $25.00	5
	$25.01 - $35.00	7
Lead	$25.00 - $30.00	20
Engineer	$35.00 - $45.00	27
Job Number 2 (Job Creation)		
Operator	$18.76 - $25.00	10
Sales	$20.00 - $25.00	3
Administration	$20.00 - $25.00	3
Lead	$25.00 - $30.00	1
Engineer	$30.00 - $35.00	3

INTRODUCTION

Founded in 1981 and headquartered in Santa Ana, Pioneer Circuits, Inc. (PCI) (www.pioneercircuits.com) manufactures complex grid, rigid-flex, and flex printed circuit boards. Additionally, PCI provides services encompassing design, mock-up, research and development, and engineering in relation to its products. PCI's capabilities include bookbinder technology (allowing multiple flex layers to bend at different radii), alternative shielding (such as constantan,

an alloy containing ~55% copper and ~45% nickel for thermal management), and extended length flex circuits, which are uniquely longer than any other manufacturer in the United States. Its high temperature woven fabric material reinforcement, a patented technology, offers additional strength and durability to already reliable flex circuits.

PCI components must exhibit exceptional reliability to endure the severest environments for prolonged periods supporting Military applications, Avionic, Satellite, and Deep Space sectors. Its customers include NASA, Lockheed Martin, Raytheon, Northrop Grumman, General Electric, and Boeing. This is PCI's third ETP Contract, and the third within the last five years.

Veterans Program

Although there is no Veteran component in this proposal, PCI is firmly committed to the hiring and development of Veterans. The Company currently employs a total of five employees in California who self-identify as Veterans. Moreover, all qualified Veteran candidates are encouraged to apply for positions through the standard company hiring process.

PROJECT DETAILS

Flex and rigid flex circuits play a critical role in space exploration and satellite technology. Therefore, prior training focused on advanced flex and rigid flex circuitry that required new processes and upgraded skills training for both equipment and products within the military and aerospace markets. Since 2019, driven by a growing customer base, PCI has grown its workforce by 34%, with 25% of new hires occurring in 2020. The current training plan primarily focuses on the newly hired employees and the implementation of PCI's Enterprise Resource Planning system featuring updated procedures and processes. Incorporating new software, which encompasses, but is not limited to project management and timekeeping software, accounting software (SAGE 100), and ADP software. Additionally, there's training in Cyber Security Protocols, Network Management, and Risk Mitigation which is imperative for its employees, given the critical nature of the Company's products and the importance of protecting customer data.

After a comprehensive assessment of training needs that revealed productivity inefficiencies within its existing resources, PCI recently invested $1.1M in acquiring two new Laser Direct Image manufacturing equipment machines, Waste Treatment System, BGA Rinse/Dryer, X-ray Inspection Machine, Mechanical Shear, Laser Drill Machine, Computer Numerical Control Drill Machine, Plasma Etcher, Developers, Solder mask Sprayer, Coupon Scopes and a vacuum hot press machine. All new equipment will require Standard Operating Procedures and training materials. Furthermore, the task of designing the training now falls under the purview of department heads, ensuring a seamless integration with the curriculum. These enhancements, coupled with the implementation of a new Material Requirements Planning system and the updated Environment Health and Safety procedures, aim to ensure the latest training in process optimization, manufacturing equipment, and administrative software.

This strategic approach is geared towards maintaining a sustainable competitive edge by achieving increased overall efficiencies and productivity, ultimately contributing to the Company's profitability. Concurrently, in alignment with its ongoing yearly 10% revenue growth plan, PCI has expanded its administrative and manufacturing facilities. This expansion has positioned the Company to lay the groundwork for product diversification in another sector outside of defense.

Retrainee - Job Creation

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

The Company expects to hire 20 new employees (Job Number 2) due to an expanded customer base, in addition to securing additional lease space at their facility to accommodate the expansion. The date-of-hire for trainees will be within the three-month period before contract approval or within the term-of-contract.

Training Plan

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

Business Skills: Training will be offered to Administration, Sales, Engineers and Leads and include Budgeting, Data Analyzation, Financial Reporting, Production Scheduling and Time Management.

Computer Skills: Training will be offered to all occupations to sharpen proficiencies in Adobe Creative Suite, ADP Workforce Now, Salesforce, and Enterprise Resource Planning that are relevant to respective job roles and responsibilities.

Manufacturing Skills: Training will be offered to Engineers, Operators and Leads and include Assembly Processes, Blueprints and Measurements, Computer-Aided Manufacturing Data and Tools, Engineering Change Requests, Final Process Inspection and Inner Layer Photo. Training will enable workers to have the skills required to manufacture products that meet the standards of the component manufacturing industry.

Commitment to Training

PCI currently invests $500,000 annually for training that includes orientation and safety training. The ETP funding will enable PCI to implement new and updated safety protocols, software procedures, and manufacturing equipment, thereby upskilling its 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 Director of Human Resources will oversee the administration and implementation of this project along with 25 in-house trainers who will oversee all training, scheduling, delivery and documentation. An outside consultant has been retained to assist with project administration and to ensure that all training records meet ETP compliance. PCI has a training schedule in place and is prepared to commence training upon contract approval.

Impact/Outcome

All Engineers, Leads, and Operators will receive the following accreditations:

- Interconnecting and Packaging Electronic Circuits (IPC) Standards' certification. IPC is a global association for the electronic manufacturing industry.
- Handling and foreign object debris certifications for their highly sensitive materials and products.
- NASA Technical Standards certifications.
- Quality Control & Quality Assurance and Standardized Quality Management Systems certifications.

These certifications enhance the skill sets of the trainees. This training is expected to not only decrease the likelihood of injuries but also enhance the desirability of PCI's employees for

fieldwork. Simultaneously, it will bolster the Company's competitive standing by ensuring a sufficient pool of qualified staff capable of fulfilling roles where these certifications are vital.

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 $ %
ET22-0239	Santa Ana	1/31/22 - 1/30/24	$156,078	$0
ET19-0114	Santa Ana	07/01/18 - 09/28/20	$152,880	$128,651 (84%)

ET22-0239: Based on ETP Systems, 6,235 reimbursable hours have been tracked for potential earnings of $128,090 (82% of approved amount). The Contractor has confirmed training is 100% complete as of 10/30/23.

DEVELOPMENT SERVICES

Propel Consulting Group in El Dorado Hills assisted with the proposal development for a flat fee of $10,000.

ADMINISTRATIVE SERVICES

Propel Consulting Group will also perform administrative services for a fee not to exceed 13% of payment earned.

TRAINING VENDORS

To Be Determined

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Accounts Payable
- Accounts Receivable
- Budgeting
- Communication and Negotiation Skills
- Customer Service
- Data Analyzation
- Financial Reporting
- Leadership
- Organizational Skills
- Problem Solving & Decision Making
- Production Scheduling
- Project Management
- Sales Skills
- Team Building
- Time Management

Computer Skills

- Intermediate/Advance Adobe Creative Suite
- ADP Workforce Now
- DataCloud
- Enterprise Resource Planning
- Exostar
- Intermediate/Advanced MS Office
- Information Systems
- MAS90 (Accounting Software)
- PROCIM (Project Management Software)
- Salesforce
- SolidWorks

Manufacturing Skills

- Assembly Processes
- Blueprints and Measurements
- Computer-Aided Manufacturing Data and Tools
- Closed Circuit Board Equipment
- Corrective Actions
- Destructive Analysis
- Electrical Tests
- Engineering Change Requests
- Final Process Inspection
- Impedance Calculations and Stack Ups
- Inner Layer Photo
- Institute for Printed Circuit 6013

- Institute for Printed Circuits 600
- Institute for Printed Circuits 6012
- Institute for Printed Circuits 610
- Institute for Printed Circuits 620
- Institute for Printed Circuits J Standard
- Lamination Process
- Manufacturing Processes
- Military Standard Specs
- Outer Layer Photo
- Process Engineering
- Product Handling
- Quality Assurance
- Quotations, Sales and Purchase Orders
- Root Cause Analysis

Training Proposal for:

Traffic Management, Inc.

Contract Number: ET24-0307

Panel Meeting of: February 23, 2024

ETP Regional Office: North Hollywood **Analyst:** M. Reeves

PROJECT PROFILE

Contract Attributes:	Retrainee HUA	Industry Sector(s):	Services Priority Industry: ☐Yes ☒No
Counties Served:	Alameda, Butte, Contra Costa, Fresno, Humboldt, Kern, Los Angeles, Orange, Riverside, Sacramento, San Diego, San Joaquin, San Luis Obispo, San Mateo, Santa Clara, Santa Cruz, Shasta, Sonoma, Ventura	Repeat Contractor:	☐ Yes ☒ No
Union(s):	☒ Yes ☐ No Southern California District Council of Laborers; Laborers Training and Retraining Trust Fund for Northern California		

Number of Employees in:	CA: 1,208	U.S.: 2,557	Worldwide: 2,557
Turnover Rate:	8%		
Managers/Supervisors: (% of total trainees)	10%		

FUNDING DETAIL

In-Kind Contribution
$488,569

Total ETP Funding
$360,000

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	Business Skills, Commercial Skills, Computer Skills, Continuous Impr., OSHA 10/30	1,000	8-200	0	$360	$22.55
				Weighted Avg: 18			

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

Minimum Wage by County: $24.60 per hour for Alameda, San Mateo, and Santa Clara 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 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.

Current Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Administration Staff	$20.70 - $28.00	100
Manager/Supervisor	$22.00 - $40.00	100
Traffic Controller	$20.65 - $28.00	800

INTRODUCTION

Founded in 1995, Traffic Management, Inc. (TMI) (www.trafficmanagement.com) is a traffic control and safety company headquartered in Long Beach. TMI's services include traffic control services, engineering, equipment rentals, product sales, sign manufacturing, and 24/7 emergency dispatch response. The Company's products include energy absorption technology, work zone equipment, signage and hardware, traffic delineation and safety equipment, pavement marking and paint, high visibility protective wear, lighting, and special devices.

TMI is equipped to handle traffic situations of all types such as flagging, lane closures, special events, concrete barrier installations, freeway closures, and road sign installations.

TMI has 23 locations in California and operates several additional locations across the United States. This proposal includes training for employees at California locations in the following cities: Anaheim, Bakersfield, Brisbane, Chico, Concord, Fresno, Long Beach, Los Angeles, McClellan, McKinleyville, Newhall, Nipomo, Oakland, Redding, Riverside, San Carlos, San Diego, San Jose, Santa Rosa, Signal Hill, Stockton, Ventura, and Watsonville. This will be TMI's first ETP Contract.

Veterans Program

TMI has not included a separate Veterans component in this proposal. The Company does actively recruit Veterans for various employment opportunities within its organization and has utilized the Veterans Administration as a recruitment resource.

Union Support

Two unions represent TMI's Traffic Controllers (Field Employees): The Southern California District Council of Laborers and the Laborers Training and Retraining Trust Fund of Northern California. Both unions have submitted letters of support for this training project.

PROJECT DETAILS

TMI is in the process of restructuring its operations. Employee training will play a vital role in the implementation of process improvements, system upgrades, and technology advancements. Specific areas of improvement for TMI include introducing new software for real-time data collection, establishing new operational structure to eliminate redundancies across the organization, promoting leadership development, and revamping best practices in accordance with the latest industry standards. The Company is also establishing a new and improved operational landscape to put itself in a better position to expand its customer base and continue bringing innovative products and services to the market.

The proposed training will focus on upgrading the skills of TMI's existing workforce, integrating new employees, and implementing improvements to support growth and enhance organizational efficiency. ETP funding will allow TMI to equip employees with the skills needed to navigate change and make valuable contributions to the overall success of the Company's restructuring efforts.

Based on the Company's needs assessment, TMI plans to provide an average of 18 hours of training per trainee. The proposed training will consist of a combination of classroom instructor-led, virtual instructor-led, and hybrid training sessions designed to accommodate diverse learning preferences and schedules. By levering multiple training modalities, the Company aims to maximize the effectiveness of each training hour and ensure that employees receive targeted, high-quality content. This approach will enable TMI to strike the ideal balance in executing its training initiatives and achieving its strategic business goals.

Training Plan

Training will be delivered via Class/Lab and E-Learning. Training will take place at TMI's two regional training facilities in Northern and Southern California, as well as the Company's various office locations throughout the state. In-house subject matter experts and external training vendors may be utilized to deliver the following:

Business Skills: Training will be offered to all occupations and will focus on Customer Service, Time and Project Management, Procurement Skills, and Communication.

Commercial Skills: Training will be offered to Traffic Controllers and Managers/Supervisors. Training will cover industry-specific skills for effective traffic management and freeway planning.

Computer Skills: Training will be offered to all occupations. Employees will learn to work more efficiently using various business software solutions. Areas of emphasis will include Traffic Management Software, Power Business Intelligence, Facilities Software, Cybersecurity, and Momentum Telematics.

Continuous Improvement: Training will be offered to all occupations. This training will focus on Supply Chain Management, Leadership Development, Fleet Management, and industry-driven workplace procedures.

Certified Safety Training

OSHA 10/30: Training will be offered to Traffic Controllers and Managers/Supervisors. 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.

Electronic Recordkeeping/LMS

Staff has reviewed and approved TMI's use of a Learning Management System (LMS) for recordkeeping.

High Unemployment Area

Some 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 Fresno, Kern, San Joaquin, and San Mateo counties are in an HUA. However, the Company is not requesting a wage modification.

Impact/Outcome

TMI's training can lead to industry-recognized certifications for the following: American Traffic Safety Services Association (ATSSA) Traffic Control Technician and ATSSA Traffic Control Supervisor; OSHA 10 & 30; and Caltrans Flagger Certification.

Commitment to Training

TMI has an annual training budget of approximately $100,000 for its California locations. ETP funds will not displace the Company's existing financial commitment to training. Company-funded training includes new hire orientation, basic on-the-job training, and industry compliance training. Safety training is provided in accordance with all pertinent requirements under state and federal law.

- Training Infrastructure

TMI's Talent Development Administrator will oversee administration of this project. The Company's Talent Development Team, along with Managers and Supervisors across all locations will assist in the coordination to schedule, deliver, and document training. TMI has its training plan in place and is prepared to commence training upon contract approval. The Company has also retained an administrative consultant to assist with ETP project administration requirements.

DEVELOPMENT SERVICES

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

ADMINISTRATIVE SERVICES

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

TRAINING VENDORS

To Be Determined

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Freeway Planning Addendum for Project Management/Estimators
- Special Order Communication - Service Level Agreement
- Traffic Control / Construction Plans
- Permits
- Service & Rental Orders
- Phone Etiquette
- Time Management
- The Art of Active Listening
- Procurement
- How To Deliver Exceptional Customer Service
- Financial Literacy

Commercial Skills

- Traffic Control
- Freeway Training
- Driving Techniques
- Equipment Handling
- Forklift Certification
- American Traffic Safety Services Association Certifications
- Warehouse Guidelines

Computer Skills

- Traffic Management Software (TMS)
- Unity System
- Field Mobile Application – 'Orange' V1.1.2
- Telematics - Momentum System
- NetSuite System
- Paycom – Human Resource Information System (HRIS) / Systems
- Power Business Intelligence (Power BI)
- Aclaimant Risk Software
- Service Channel – Facilities Software
- Microsoft 365 (Intermediate and Advanced)
- Using Google Earth Pro for Traffic Control Planning
- Digital Communication - Using Email to Build Rapport
- Cybersecurity

Continuous Improvement Skills

- Fleet Management
- Supply Chain Management
- How to Facilitate Training
- Leadership Development
- Privacy Standards

- Verizon Contractor Orientation
- Workplace Procedures - Department of Transportation (DOT)
- Pacific Gas & Electric (PG&E) Customer Requirements
- American Electric Power Safety Orientation (AEP)
- International Suppliers Network (ISN) Training

Safety Skills - OSHA 10 (Certified-OSHA Instructor)

- OSHA 10

Safety Skills - OSHA 30 (Certified-OSHA Instructor)

- OSHA 30

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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LiUNA! SOUTHERN CALIFORNIA DISTRICT COUNCIL OF LABORERS

Feel the Power

October 6, 2023

Employment Training Panel
1100 J Street
Sacramento, CA 95814

Dear Panel Members,

We understand that Traffic Management 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: 207 Field Employees in Southern California.

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

Laborers' Training and Retraining Trust Fund for Northern California
1001 Westside Drive, San Ramon, CA 94583-4098 • Telephone: (925) 828-2513

October 13, 2023

Employment Training Panel
1100 J Street
Sacramento, CA 95814

Dear Panel Members,

We understand that Traffic Management 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:

- 579 Field Employees in Northern California

Exhibit E

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

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

Sincerely,

Leonard Gonzales
Executive Director

Training Proposal for:

Murrietta Circuits

Contract Number: ET24-0306

Panel Meeting of: February 23, 2024

ETP Regional Office: San Diego **Analyst:** S. Phillips

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate	Industry Sector(s):	Manufacturing Priority Industry: ☒Yes ☐No
Counties Served:	Orange	Repeat Contractor:	☒ Yes ☐ No
Union(s):	☐ Yes ☒ No		

Number of Employees in:	CA: 107	U.S.: 110	Worldwide: 110
Turnover Rate:	5%		
Managers/Supervisors: (% of total trainees)	15%		

FUNDING DETAIL

In-Kind Contribution
$175,000

Total ETP Funding
$92,920

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	Mfg. Skills, Mgmnt. Skills, Cont. Impr., HAZMAT	101	8-200	0	$920	$22.55
				Weighted Avg: 40			

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

Minimum Wage by County: Job Number 1 (Retrainee): $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
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
Job Number 1 (Retrainee)		
Administration Staff	$20.05-$25.00	4
	$25.01-$33.66	4
Engineers	$30.00-$52.89	11
HR Staff	$23.00-$25.00	2
Managers/Supervisors	$36.06-$72.12	14
Operators	$20.05-$25.00	30
	$25.01-$35.00	23
Program Managers	$26.00-$50.00	6
Stock Room Clerks	$20.05-$24.00	7

INTRODUCTION

Founded in 1980, and located in Anaheim, Murrietta Circuits (Murrietta) (www.murrietta.com), manufactures custom printed circuit boards and circuit card assemblies. The Company also provides other electrical services including electrical testing, PCB Design, cable assemblies, component tin coating and box building. Customers include Defense Companies such as Raytheon, Northrop and Honeywell.

This will be Murrietta's second contract in the last five years. Training will take place at its headquarters in Anaheim.

Veterans Program

Murrietta is not seeking a separate Veteran job number at this time. However, Veterans are welcomed and encourage to apply for open positions within the Company.

PROJECT DETAILS

In its previous Contract, Murrietta focused on automation and streamlining internal processes such as shipping and receiving. This Contract will focus on employee development as well as the introductions of new skills necessitated by the addition of new internal software.

The current inventory method is inefficient, leading to difficulties meeting and filling customer orders. To that end, the company purchased new equipment and software to aid in keeping track of components and materials internally. This will allow the company to continue to streamline its internal processes to meet customer demand while maintaining industry standards.

There is a need to cross train employees to ensure that the production line operates smoothly and efficiently while filling customer orders. Therefore, staff will be trained on new equipment such as Printed Circuit Board Lamination Press, Copper Plating Line, Printed Circuit Board Layer Printer, Lab Equipment, Air Vacuum Tools for Assembly, Inventory Towers, and X-Ray Counter.

Murrietta will also offer the following certifications: IPC-A-610 (The Standard for Acceptability of Electronic Assemblies), J-Standard (Soldered Electrical Assemblies) 001, and IPC-A-600 Certifications.

Finally, the company previously implemented a manager skills training program in an effort to build up leadership skills for new and existing managers and supervisors. In an effort to become more organized and efficient, the company will offer management skills development training via continuous improvement for all staff who wish to seek advancement opportunities, which will lead to an increase in skills and opportunities for upward mobility within the company.

Training Plan

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

Continuous Improvement: This training will be delivered to Administration Staff, HR Staff, and Program Managers. Training will include Program Management, Team Building, Leadership Skills, Problem Solving and Communication Skills.

Management Skills: This training will be offered to all Managers/ Supervisors or Leads. Training will include Leadership Skills, Managing Employees, Writing Effective Performance Appraisals, Documenting Incidents & Warnings, Creating a Corrective Action Plan, and Communicating with others.

Manufacturing Skills: This training will be delivered to Stock Room Clerks, Engineers, Program Managers, and Managers/Supervisors and Operators. Training topics include Equipment Operations & Processes, 3D & Regular Automated Optical Inspection, 3D X-Ray Machine, Inventory Control Towers, Solder Mount Technology Machine, Laser Imaging, Drill Machine, Test Machine, Solder Machines, Hand Soldering Small Tools, Plasma Etching Machine, Dimension Measuring Machine, Lamination Machine and Solder Paste Application 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, Operators, Engineers and 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 is CalTRANS.

Commitment to Training

Murrietta's annual training budget is $175,000. With the assistance of ETP Funds, Murrietta will continue to develop its workforce's skills. Further, the company will continue to streamline internal processes and improve technique and skills through cross 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 Department will coordinate the training plan as well as maintain organized training records. Murrietta will also utilize the "train the trainer" method, where staff will be trained who would then train staff. Training subcontractors will be hired as needed.

Impact/Outcome

Through the use of ETP funds, Murrietta has been able to implement Lean Manufacturing to assist with streamlining internal procedures. Further, Murrietta also improved operating efficiencies and manufacturing capacities by increasing skills through the use of cross-training staff. Finally, the company has been able to focus on certifications necessary for maintaining government contracts.

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 $ %
ET19-0415	Anaheim	01/15/2019-01/14/2021	$74,620	$74,620 (100%)

DEVELOPMENT SERVICES

N/A.

ADMINISTRATIVE SERVICES

N/A.

TRAINING VENDORS

To Be Determined

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Continuous Improvement Skills

- Program Management
- Teams & Team Building
- Leadership skills
- Problem Solving
- Communication Skills

Hazardous Materials Skills

- Handling Hazardous Materials

Management Skills (Managers/Supervisors/Leads Only)

- Leadership Skills
- Leading people
- Conflict Management
- Performance Management
- Strategic Planning & Management
- First Time Manager
- Communicating with others

Manufacturing Skills

- Equipment Operation & Processes
- 3D & Regular Automated Optical Inspection
- 3D X-Ray Machine (for Printed Circuit Boards)
- Inventory Control Towers (used for Electronic Components)
- Solder Mount Technology Machine (Pick & Place Equipment used for placing electronic components on circuit boards.
- Laser Imaging for Printed Circuit Boards (Used for Inner & Outer layers)
- Drill Machine
- Test Machine
- Solder Machines
- Hand Soldering Small Tools
- Plasma Etching Machine
- Dimension Measuring Machine
- Lamination Machine
- Solder Paste Application Machine

Training Proposal for:

Walter Anderson Plumbing, Inc.

Contract Number: ET24-0289

Panel Meeting of: February 23, 2024

ETP Regional Office: San Diego **Analyst:** L. Hughes

PROJECT PROFILE

Contract Attributes:	Priority Rate Retrainee	Industry Sector(s):	Construction Priority Industry: ☒Yes ☐No
Counties Served:	San Diego	Repeat Contractor:	☒ Yes ☐ No
Union(s):	☐ Yes ☒ No		

Number of Employees in:	CA: 297	U.S. 297	Worldwide: 297
Turnover Rate:	9%		
Managers/Supervisors: (% of total trainees)	0%		

FUNDING DETAIL

In-Kind Contribution
$658,150

Total ETP Funding
$402,500

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Priority Rate	Business Skills, Commercial skills, Computer Skills, OSHA 10	250	8-200 Weighted Avg: 70	0	$1,610	$25.98

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

Minimum Wage by County: Job Number 1: (Retrainee) - $22.72/ hr. 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
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
Installer	$25.98 - $40.00	90
Comfort Advisor	$25.98 - $40.00	25
Technician	$25.98 - $40.00	75
Support Staff	$25.98 - $35.00	40
Team Leads	$30.01 - $40.00	20

INTRODUCTION

Walter Anderson Plumbing, Inc. (Anderson Plumbing) (www.andersonpha.com), founded in 1978 and headquartered in El Cajon, sells, installs, repairs and services plumbing and HVAC systems to residential homes in San Diego, Imperial, Orange and Riverside counties. Training will take place in the training room at each of the 3 locations: El Cajon, San Marcos, and San Diego. This will be Anderson Plumbing's fourth ETP Contract, it's third in the last five years.

Veterans Program

Anderson Plumbing has a hiring preference targeted at Veterans. The Company has assembled a marketing campaign aimed at specifically attracting Veterans. Anderson Plumbing also partners with the organization "Hire a Vet" "Troops to Trades" which is a local organization that aids in placing veterans in local jobs. Therefore, Anderson Plumbing plans to hire at least 25 Veterans within the next 18 months. However, the Company is not seeking a separate job number for Veterans at this time.

PROJECT DETAILS

In its prior projects, Anderson Plumbing focused on training its staff on a program targeted at decreasing the carbon footprint within the community. Training included new technologies, new product lines, and skill upgrades for lower skilled staff. This new project will focus on new technology and brand specific product training that supports Title 24 changes and moving away from fossil fuel appliances. This new technology along with accompanying products is changing

every 6-8 months. Trainees previously trained will not receive duplicative training provided in the last ETP project.

Changes to the California Building Standards Code Title 24 (Title 24) is electrifying more of the State's infrastructure. Residential homes are the biggest consumers of fossil fuel power in the state and therefore must be updated to be more efficient. Equipment manufacturers are dynamically improving equipment and methodologies including heat pumps, heat pump water heaters, mini split systems, and whole home efficiency. These new technologies require constant training to keep up with both technological and brand specific requirements, diagnostics and installation procedures. Additionally, with Title 24 demand continuing to require efficiency improvements, the systems used in HVAC and plumbing continue to improve. This has resulted in the need for training on not only the programs, but the equipment and tooling as well. The programs require certifications on equipment, processes, diagnostics, retrofit and installation.

Trainees will obtain State certifications from Control and Safety Devices for Natural Gas Appliance Testing, Blower door/weatherization, Air duct testing, and home energy auditing. Each of these certifications is distinct, with a total duration of 100 hours of training. Among them, 70 installers and 60 technicians will be awarded certifications in Blower door/weatherization, Air duct testing (Herz), and home energy auditing. Additionally, another group of 70 installers and 60 technicians will earn National American Technician Excellence certification.

Additionally, the Company has new contracts with San Diego and Imperial Valley water districts to improve water efficiency, necessary to assist with California's water shortage (non-infrastructure). Anderson Plumbing has been tasked with Wi-Fi water metering and Wi-Fi enabled irrigation controllers to mitigate water losses. These initiatives mark new ventures for the company. The training in this program in no way duplicates any apprenticeship training and is primarily aimed at specific equipment, product knowledge, programs and processes.

Training Plan

Training will be provided at the Company's El Cajon headquarters and will be delivered via Classroom/Simulated Laboratory/E-Learning Delivery Methods. Training will include the following:

Business Skills: Training will be offered to all occupations and will include Intra-Company Communication/ Advanced Communication, Negotiation Skills, Conflict Resolution, Performing a customer needs assessment, and managing customer expectations.

Commercial Skills: Training will be offered to all occupations except Support Staff, and will include Heat Pump/ Furnace Diagnostics, Daiken brand specific Mini Split systems, Nest System Controls/Smart System, Air Quality Diagnostics/Air cleaners, On Demand Water Heating Systems, Fixtures and Faucets installation.

Computer Skills: Training will be offered to all occupations and will include Service Titan operations software, Tablet Applications for Field Sales, Technician Scheduling and Installation, Trenchless Video X-Ray, and Water Leak Video Inspection Tools.

Certified Safety Training

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.

Green/Clean Operations

Anderson Plumbing is involved in both Green and Clean Operations as it installs green/clean HVAC systems within residential spaces required within Title 24. The Company utilizes nanotechnology in the use of Nano-air which harnesses Nano particles instead of utilizing cooling agents like fluorocarbons, cutting a carbon footprint by 50% and toxic CO2 emissions by 57%. Anderson Plumbing also uses solar-powered operations building and cutting edge products supporting green technology and has replaced its work trucks with electric vehicles.

Commitment to Training

Anderson Plumbing's annual training budget is $714,500. The Company employs six full time trainers. In addition, during peak training season, the Company may deploy four additional internal trainers to assist in the delivery of critical training. Training will begin immediately upon project approval.

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

- Training Infrastructure

The project will be overseen by the Company's HR Managers (one site leader in each location) with one HR Director reporting to the Director of Training. Each location will have one Administrator to aid in scheduling and roster management. Anderson Plumbing will schedule training reviews as part of monthly performance audits to ensure performance. Each location will coordinate weekly with the Director of Training and the HR Director to provide rosters and training updates. The Company also retained an administrative subcontractor to assist with administration.

Impact/Outcome

ETP funding will enable Anderson Plumbing to expand basic skills sets training and add specific training allowing the Company to meet the demand of new contracts and expand employees' skills and earning potential.

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) ($ %)
ET22-0263	$404,340	3/28/2022-3/27/2024	280	0	$404,340 (100%)

*ET22-0263: Based on ETP Systems, Anderson Plumbing's reimbursable hours have been tracked for potential earnings of $404,340 (100% of approved amount). Anderson Plumbing projects 100% performance based on hours delivered. A final invoice has been submitted and the potential earnings on that invoice exceeds the total contract value, with a total of 250 trainees, and a total valid hours value of all

trainees submitted of $546,089. If all trainees qualify, the contract value will be reduced to the earned amount of the contract value of $404,340. The final invoice is currently in the invoice review process with the Fiscal unit.

PRIOR PROJECTS

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

Contract No.	Location (City)	Term	Approved Amount	Payment Earned $ %
ET19-0247	San Diego	10/01/2018-9/30/2020	$627,120	$610,614 (97%)

DEVELOPMENT SERVICES

Anderson Plumbing retained Synergy Management Consultants in Grass Valley to assist with development of this proposal for a flat fee of $18,500.

ADMINISTRATIVE SERVICES

Anderson Plumbing also retained Synergy Management Consultants to perform administrative services in connection with this proposal for a fee not to exceed 13% of payment earned.

TRAINING VENDORS

To Be Determined

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Wowing Customers
- Communication skills
- Relationship Building
- Intra-Company Communication/ Advanced Communication
- Negotiation Skills
- Conflict Resolution
- Performing a Customer Needs Assessment
- Presentation Skills
- Active Listening Skills
- Managing Customer Expectations

Commercial Skills

- Connected Home Technology
- Trane Heat Pump Systems
- Anderson Brand (Amana) Heat Pump/Furnace Systems
- Heat Pump/ Furnace Diagnostics
- Daiken brand Specific Mini Split Systems
- Nest System Controls/Smart System
- Honeywell Smart Controllers
- Maintenance Tune Up Procedures
- Air Quality Diagnostics/Air Cleaners
- Installing Insulation
- Maintenance of Fixtures Drains
- Clearing Drains
- On Demand Water Heating Systems
- Rheem Heat Pump Water Heaters
- Bradford White Water Heaters
- Fixtures and Faucets Installation
- Pipes and Supply Lines
- Gas and Fuel Systems
- Venting
- Video Inspection
- Trenchless Systems and Tooling
- Plumbing Code
- Wi-Fi Enable Smart Water Meters
- Certifications- Blower Door/ Weatherization
- Certification-Duct Testing
- Certification-Air Filtration
- Certification-NGAT (natural gas appl testing)-NATE
- Certification- Home Energy Auditing

Computer Skills

- Service Titan Operations Software
- Microsoft Office and Google Suites (Advanced)

- Using Tablets in the Field
- Zoom and Microsoft Teams
- Tablet Applications for Field Sales
- Technician Scheduling and Installation
- Trenchless Video X-Ray
- Water Leak Video Inspection Tools

Safety Skills - OSHA 10 (Certified-OSHA Instructor)

- OSHA 10

Retrainee-Job Creation

Training Proposal for:

Advanced Integrated Pest Management

Contract Number: ET24-0237

Panel Meeting of: February 23, 2024

ETP Regional Office: Sacramento **Analyst:** K. Mam

PROJECT PROFILE

Contract Attributes:	Retrainee Job Creation Initiative HUA	Industry Sector(s):	Services Waste Management Priority Industry: ☐Yes ☒No
Counties Served:	Sacramento, Placer, San Joaquin, Merced, Contra Costa, Santa Clara, Sonoma, San Diego, Sutter, Butte	Repeat Contractor:	☐ Yes ☒ No
Union(s):	☐ Yes ☒ No		
Number of Employees in:	CA: 209	U.S.:209	Worldwide: 209
Turnover Rate:	9%		
Managers/Supervisors: (% of total trainees)	5%		

FUNDING DETAIL

In-Kind Contribution
$500,000

Total ETP Funding
$316,560

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee	Business Skills, Commercial Skills, Computer Skills	204	8-200	0	$1,200	$22.55
				Weighted Avg: 60			
2	Retrainee Job Creation Initiative	Business Skills, Commercial Skills, Computer Skills	39	8-200	0	$1,840	$20.05
				Weighted Avg: 80			

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

Minimum Wage by County: Job Number 1 (Retrainee): $24.60 per hour for Santa Clara County; $24.25 per hour for Contra Costa County; $22.72 per hour for San Diego County; $22.55 per hour for Sacramento, Merced, Placer, San Joaquin, Sonoma, Sutter, and Butte counties. Job Number 2 (Job Creation): $20.50 per hour for Santa Clara County; $20.21 per hour for Contra Costa County; $18.94 per hour for San Diego County; $18.45 per hour for Sacramento, Merced, Placer, San Joaquin, Sonoma, Sutter, and Butte counties.
Health Benefits: ☒ Yes ☐ No This is employer share of cost for healthcare premiums – medical, dental, vision.
Used to meet the Post-Retention Wage?: ☒ Yes ☐ No ☐ Maybe
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
Job Number 1 (Retrainee)		
Administration	$20.05 - $25.00	25
Field Tech	$20.05 - $25.00	88
	$25.01 - $55.00	20
Sales Staff	$20.05 - $25.00	14
	$25.01 - $85.00	18
Team Lead	$30.00 - $85.00	39
Job Number 2 (Job Creation)		
Administration	$20.05 - $25.00	11
Field Tech	$20.05 - $25.00	28

INTRODUCTION

Founded in 1981 and headquartered in Roseville, Advanced Integrated Pest Management (Advanced IPM) (www.advancedipm.com) specializes in pest control services. Customers include residential and commercial property owners and operators of agricultural operations throughout California. Training under this proposal will be for its ten locations throughout California including Sacramento, Placer, San Joaquin, Merced, Contra Costa, Santa Clara, Sonoma, San Diego, Sutter, and Butte counties. This is Advanced IPM's first ETP project.

Veterans Program

Advanced IPM does not actively recruit Veterans, however, the Company accepts applications from Veterans.

PROJECT DETAILS

Advanced IPM has implemented a training program focused on the safe and proper application of chemicals due to strict regulations. Staff must constantly keep up with changing pesticide regulations. Training will ensure that staff are able to safely and properly apply chemicals in accordance with all applicable regulations.

Advanced IPM has also invested over $105,000 in new customer management software called Clypboard. Company-wide training on the software will allow Advanced IPM to track employee productivity, oversee system reporting, and record project times. This training will help Advanced IPM streamline its processes and remain competitive.

Retrainee - Job Creation

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

Advanced IPM is expanding office space for multiple locations including Roseville, Rancho Cordova, and San Diego and investing an additional $1.25 million in lease space. The Company will hire 39 new employees (Job Number 2) throughout all of its offices. The date-of-hire for trainees will be within the three-month period before contract approval or within the term-of-contract.

Training Plan

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

Business Skills: Training will be offered to all occupations and will focus on improving business processes. Training topics include Problem Solving & Decision Making, Project Management, and Transactional Analysis and Communication.

Commercial Skills: Training will be offered to Field Techs and Team Leads and focus on pest control practices. Training topics include Agricultural Spraying, Mosquito Control, and Residential Spraying.

Computer Skills: Training will be offered to all occupations and focus on the Company's internal software. Training topics include Clypboard and Microsoft Office Suite (Intermediate/Advanced).

High Unemployment Area

Some trainees work in a High Unemployment Area (HUA) with unemployment exceeding the state average by at least 25%. The Company's locations in San Joaquin, Merced, and Sutter 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 modification.

Commitment to Training

Advanced IPM invests over $350,000 annually on training for all of its locations. Training includes onboarding, safety training, and orientation. ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

- Training Infrastructure

The Executive Team, with the support of the Executive Administrator and Operations Support Specialist, will be responsible for overseeing all training aspects of this project including scheduling training and collecting rosters. Each location will have a dedicated training facilitator. In-house subject matter experts and external vendors may be utilized to deliver training. Additionally, the Company has hired a third-party administrator with extensive ETP administration experience to work closely with staff to successfully complete the project.

DEVELOPMENT SERVICES

Propel Consulting Services in El Dorado Hills assisted with development of this proposal for a flat fee of $10,000.

ADMINISTRATIVE SERVICES

Propel Consulting Services will also perform administrative services in connection with this proposal for a fee not to exceed 13% of payment earned.

TRAINING VENDORS

To Be Determined

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Accounting Basics
- Budgeting
- Conducting Productive Meetings
- Conflict Resolution
- Difficult Conversations
- Effective Communication
- Emotional Intelligence
- Leading Versus Managing
- Managing Meetings
- Motivating Teams
- Problem Solving & Decision Making
- Project Management
- Sales Skills
- Succession Planning
- Teambuilding
- Time Management
- Transactional Analysis and Communication

Commercial Skills

- Agricultural Spraying
- Commercial Spraying
- Flea Control
- Fumigation Training
- Leadership in Energy and Environmental Design (LEED) Training
- Mosquito Control
- Repertory Protection
- Residential Spraying
- Roach Control
- Rodent Control
- Sales Training
- Second-Generation Anticoagulant Rodenticides (SGAR) Training

Computer Skills

- Clypboard
- Microsoft Office Suite (Intermediate/Advanced)

Training Proposal for:

Butte County Office of Education

Contract Number: ET24-0308

Panel Meeting of: February 23, 2024

ETP Regional Office: Sacramento **Analyst:** K. Mam

PROJECT PROFILE

Contract Attributes:	Priority Rate Retrainee HUA SB <100	Industry Sector(s):	Services Waste Management Manufacturing Professinal, Scientific, Technology Priority Industry: ☒ Yes ☐ No
Counties Served:	Statewide	Repeat Contractor:	☐ Yes ☒ No
Union(s):	☐ Yes ☒ No		
Turnover Rate:		≤20%	
Managers/Supervisors: (% of total trainees)		≤20%	

FUNDING DETAIL

Program Costs	+	Support Costs	=	Total ETP Funding
$350,608		$24,332 8%		$374,940

In-Kind Contribution:	50% of Total ETP Funding Required	$722,208

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Priority Rate	Business Skills, Comm'l. Skills, Computer Skills, Mfg. Skills, OSHA 10	50	8-200 Weighted Avg: 136	0	$3,345	$22.55
2	Retrainee Priority Rate HUA SB <100	Business Skills, Comm'l. Skills, Computer Skills	36	8-200 Weighted Avg: 136	0	$3,345	$16.91
3	Retrainee	Business Skills, Computer Skills, Comm'l. Skills	30	8-200 Weighted Avg: 136	0	$2,909	$22.55

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

Minimum Wage by County: Job Numbers 1 & 3: $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; $22.55 per hour for Orange County; $22.72 per hour for San Diego County; and $22.55 per hour for all other counties.
Job Number 2 (HUA): $16.91 per hour for Fresno, Kern, Tulare, San Joaquin, Riverside, 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 ☐ Maybe

Participating employers may use health benefits of up to $2.50 per hour meet the Post-Retention Wage.

Current Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Maintenance Worker	$16.00 - $20.00	24
Cybersecurity Support Techncian	$20.05 - $25.00	4
Computer User Support Specialist	$20.05 - $25.00	24
Automotive Technician	$20.05 - $25.00	30
Manufacturing Technician/Machine Operator/Machinist	$20.05 - $25.00	12
	$25.01 - $30.00	2
Software Developer	$25.00 - $30.00	4
Food Service Worker	$16.00 - $20.00	12
	$20.01 - $25.00	4

INTRODUCTION

Founded in 1850 and headquartered in Oroville, Butte County Office of Education (BCOE) (www.bcoe.org) offers a variety of educational programs for career and technical education. BCOE serves 13 school districts, 6 specialty schools, 15 charter schools, and educators and students in all 58 California counties.

Training under this proposal will focus on BCOE's "Back 2 Work" transitional employment program for underserved and disadvantaged adults statewide. This program is a pipeline for trainees to get into a registered apprenticeship program designed to assist participating employers in meeting their workforce needs. It is anticipated that trainees may complete retention after they have been accepted into an apprenticeship program within the information technology or manufacturing industry throughout California. This is BCOE's first ETP project.

Veterans Program

BCOE operates four work-crews, which are groups of 8-10 maintenance workers that are exclusively for Veterans located in San Diego, Bakersfield, and Los Angeles. BCOE has developed strong working relationships with several organizations that work with veterans which offer feedback and support for Veterans as well as serving as a referral source, including:

- San Diego Veterans Committee (BCOE is a member of the committee)
- Veterans Village (San Diego)
- Departments of Veterans Affairs (Statewide)
- County Veterans Departments (Statewide)
- Volunteers of America (Statewide)
- PATH (Los Angeles, San Diego)

PROJECT DETAILS

BCOE offers a pre-apprenticeship program, Back 2 Work. This transitional employment program provides employment and training to those with significant barriers to employment. Its modular curriculum includes workforce skills as well as industry specific training including IT and Manufacturing. Trainees will be employed by Employment Social Enterprises (ESEs) across California during the duration of training. Upon completion of training, trainees will then be placed into employment with one of BCOE's Registered Apprenticeship Program (RAP) partners.

Training Plan

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

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

Commercial Skills: Training will be offered to Maintenance Workers, Automotive Technicians, Food Service Worker, and Manufacturing Technicians and will focus on improving technical skills. Training topics include Maintenance Vehicles, Working with Tools, and Automotive Components.

Computer Skills: Training will be offered to Cybersecurity Support Technicians and Computer User Support Specialists and will focus on cybersecurity software. Training topics include Cybersecurity Threats and PC Security.

Manufacturing Skills: Training will be offered to Manufacturing Technicians and will focus on manufacturing practices. Training topics include Manufacturing Safety and Shop Essentials.

Certified Safety Training

OSHA 10 This training is a series of courses "bundled" by industry sector and occupation. It consists of 10 hours of classroom. 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

Trainees in Job Number 2 work in a High Unemployment Area (HUA), a region with unemployment exceeding the state average by at least 25%. Participating employer's locations in Fresno, Merced, Tulare, Kern, and San Joaquin counties are in an HUA.

- Wage Modification

For these trainees, the Panel may modify the ETP Minimum Wage by up to 25% if post-retention wages exceed the pre-retention wages. BCOE requests a wage modification for the trainees in Job Number 2 from $22.55 per hour to $16.91 per hour in Fresno, Kern, Tulare, San Joaquin, Riverside, and Merced counties.

Approximately 36 Maintenance Workers and Food Service Workers will need the wage modification.

Alternate Retention Request

Due to BCOE's pre-apprenticeship model, trainees may be employed with multiple employers. Trainees start off with an initial employer (ESEs) and after training is completed trainees will be placed into employment with BCOE's RAP partner employers throughout California. As such, many trainees will not meet ETP's standard retention period of 90 days with one employer. In order to work within this unique program model, BCOE is requesting to add an alternate retention period of 500 hours within 150 consecutive days, working full-time with one or more employers. This alternate retention period will allow BCOE to place trainees if they work for more than employer after training and during retention, mirroring the program model.

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

BCOE's Liaison to the Superintendent's office will be responsible for overseeing all aspects of the training project. The Liaison will work closely with a third-party administrator with extensive ETP administration experience to complete the project successfully including project coordination and tracking hours. Training will be provided by in-house trainers who are subject-matter experts.

Marketing and Support Costs

BCOE advertises through flyers and emails. BCOE has deep ties to community-based agencies, which have been built and fostered over decades of serving underserved communities. BCOE partners with community organizations including Conservation Corps, Center for Employment Opportunities, Five Keys Charter, Community Services Employment Training, and Downtown Streets Team.

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).

BCOE is eligible as a training agency based on the following:

- Certification by Western Association of Schools and Colleges (WASC)

Tuition Reimbursement

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

Electronic Recordkeeping/LMS

Staff has reviewed and approved BCOE's use of a Learning Management System for recordkeeping use under this project.

DEVELOPMENT SERVICES

Trailhead Strategies, Inc. in San Diego assisted with development of this proposal for no fee.

ADMINISTRATIVE SERVICES

Trailhead Strategies, Inc. will also perform administrative services in connection with this proposal for a fee not to exceed 13% of payment earned.

TRAINING VENDORS

N/A

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Business Writing
- Career Planning
- Communication Skills
- Customer Service
- Digital Literacy
- Financial Literacy
- Leadership and Management
- Teamwork
- Time & Task Management

Commercial Skills

- Agricultural Business
- Agricultural Equipment
- Automotive Components
- Crop Production
- Engines
- Food Preparation and Production
- Food Safety and Handling
- Fuels
- Kitchen Safety
- Knife Skills
- Maintenance Safety
- Maintenance Tools and Equipment
- Maintenance Vehicles
- Math and Measurements
- Parts Technologies
- Working with Tools

Computer Skills

- CompTIA
- Computer Programming
- Cybersecurity Fundamentals
- Cybersecurity Software
- Cybersecurity Threats
- HTML & CSS
- Intermediate Computer Skills
- Java Script
- Operating Systems
- PC Security
- Web Development

Manufacturing Skills

- Introduction to Quality
- Manufacturing Mathematics
- Manufacturing Measurement
- Manufacturing Processes
- Manufacturing Safety
- Material Handling
- Shop Essentials

Safety Skills - OSHA 10 (Certified-OSHA Instructor)

- OSHA 10

Participating Employers in Retrainee
Multiple Employer Contracts

Self-reported listing of potential employers participating in the contract

Contractor's Name: Butte County Office of Education	CCG No.: ET24-0308
Reference No: 24-0167	Page 1 of 2

ALPHABETIZE BY COMPANY NAME

Company: B & E Manufacturing	Priority Industry? ☒ Yes ☐ No
Address: 12151 Monarch St.	
City, State, Zip: Garden Grove, CA 92841	
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: 28	
Total # of full-time company employees in California: 28	
Company: Bay Valley Tech	Priority Industry? ☐ Yes ☒ No
Address: 1325 H St.	
City, State, Zip: Modesto, CA 95354	
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: 6	
Total # of full-time company employees in California: 6	
Company: G & C Auto Body	Priority Industry? ☐ Yes ☒ No
Address: 251 Bellevue Ave.	
City, State, Zip: Santa Rosa, CA 95407	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 30	Small Business? ☐ Yes ☒ No
Total # of full-time company employees worldwide: 480	
Total # of full-time company employees in California: 480	
Company: OtterSoft	Priority Industry? ☒ Yes ☐ No
Address: 2401 E. Orangeburg Ave. Suite 675-391	
City, State, Zip: Modesto, CA 95355	
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: 27	
Total # of full-time company employees in California: 27	

Participating Employers in Retrainee Multiple Employer Contracts

Self-reported listing of potential employers participating in the contract

Contractor's Name: Butte County Office of Education	CCG No.: ET24-0308
Reference No: 24-0167	Page 2 of 2

ALPHABETIZE BY COMPANY NAME

Company: Ruiz Foods	Priority Industry? ☒ Yes ☐ No
Address: 501 S. Alta Ave.	
City, State, Zip: Dinuba, CA 93618	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 30	Small Business? ☐ Yes ☒ No
Total # of full-time company employees worldwide: 3,500	
Total # of full-time company employees in California: 1,000	

Company: US Help Desk	Priority Industry? ☒ Yes ☐ No
Address: 23551 CA-243	
City, State, Zip: Idyllwild, CA 92549	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 24	Small Business? ☐ Yes ☒ No
Total # of full-time company employees worldwide: 250	
Total # of full-time company employees in California: 50	

AGRICULTURE INITIATIVE

Training Proposal for:

College of the Sequoias

Contract Number: ET24-0309

Panel Meeting of: February 23, 2024

ETP Regional Office: Sacramento **Analyst:** J. Fetsch

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate SB <100 HUA SET Seasonal Agriculture Initiative	Industry Sector(s):	MEC Manufacturing Services Agriculture Priority Industry: ☒ Yes ☐ No
Counties Served:	Fresno, Kern, Madera, Merced, Stanislaus, Tulare, Kings	Repeat Contractor:	☒ Yes ☐ No
Union(s):	☐ Yes ☒ No		
Turnover Rate:		≤20%	
Managers/Supervisors: (% of total trainees)		≤20%	

FUNDING DETAIL

Program Costs	+	Support Costs	=	Total ETP Funding
$432,400		$30,048 8%		$462,448

In-Kind Contribution:	50% of Total ETP Funding Required	$475,000

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 HUA	Business Skills, Computer Skills, Continuous Impr, Management Skills, Manufacturing Skills, Literacy Skills, OSHA 10/30, HazWoper	270	8-200 Weighted Avg: 40	0	$984	$17.00
2	Retrainee SB <100 HUA	Business Skills, Computer Skills, Continuous Impr, Management Skills, Manufacturing Skills, Literacy Skills, OSHA 10/30, HazWoper	100	8-200 Weighted Avg: 40	0	$984	$17.00
3	Retrainee HUA	Business Skills, Computer Skills, Continuous Impr, Management Skills, Manufacturing Skills, Literacy Skills, OSHA 10/30, HazWoper	30	8-200 Weighted Avg: 40	0	$855	$17.00
4	Retrainee Agriculture Initiative HUA Priority Rate	Business Skills, Computer Skills, Continuous Impr, Management Skills, Manufacturing Skills, Literacy Skills, OSHA 10/30, HazWoper	32	8-200 Weighted Avg: 40	0	$984	$17.00
5	Retrainee Agriculture Initiative HUA SET Priority Rate	Business Skills, Computer Skills, Continuous Impr, Management Skills, Manufacturing Skills, Literacy Skills, OSHA 10/30, HazWoper	10	8-200 Weighted Avg: 40	0	$984	$17.00
6	Retrainee Agriculture Initiative HUA SB<100 SET	Business Skills, Computer Skills, Continuous Impr, Management Skills, Manufacturing Skills, Literacy Skills, OSHA 10/30, HazWoper	12	8-200 Weighted Avg: 40	0	$984	$17.00

7	Retrainee Agriculture Initiative HUA SET	Business Skills, Computer Skills, Continuous Impr, Management Skills, Manufacturing Skills, Literacy Skills, OSHA 10/30, HazWoper	10	8-200	0 Weighted Avg: 40	$855	$17.00
8	Retrainee Agriculture Initiative HUA Seasonal Priority Rate SET	Business Skills, Computer Skills, Continuous Impr, Management Skills, Manufacturing Skills, Literacy Skills, OSHA 10/30, HazWoper	8	8-200	0 Weighted Avg: 30	$738	$17.00
9	Retrainee Agriculture Initiative HUA Seasonal SET	Business Skills, Computer Skills, Continuous Impr, Management Skills, Manufacturing Skills, Literacy Skills, OSHA 10/30, HazWoper	8	8-200	0 Weighted Avg: 30	$641	$17.00

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

Minimum Wage by County: Job Numbers 1-9: $16.91 per hour in Tulare, Kings, Fresno, Kern, Madera, Merced and Stanislaus Counties.
Health Benefits: ☒ Yes ☐ No This is employer share of cost for healthcare premiums – medical, dental, vision.
Used to meet the Post-Retention Wage?: ☐ Yes ☐ No ☒ Maybe
Participating employers may use up to $2.50 per hour in health benefits to meet the Post-Retention Wage.

Current Wage Range by Occupation		
Occupation Titles	Actual Wage Range	Estimated # of Trainees
Administrative Staff	$16.00-$20.00	69
	$20.01-$25.00	39
	$25.01-$28.00	29
Production Staff	$17.00-$20.00	40
	$20.01-$25.00	36
	$25.01-$41.52	4
Manager/Supervisor	$18.00-$20.00	19
	$20.01-$25.00	22
	$25.01-$66.76	32
Coordinator	$17.00-$20.00	29
	$20.01-$25.00	30
	$25.01-$32.50	11
Operations Staff	$17.00-$20.00	29
	$20.01-$25.00	26
	$25.01-$25.25	3
Quality Staff	$20.00-$25.00	20
	$25.01-$30.00	5

Food Safety Staff	$17.00-$20.00	11
	$20.01-$25.00	9
	$25.01-$26.33	1
Laborer (Seasonal)	$17.00-$20.00	16

INTRODUCTION

Founded in 1940 and headquartered in Visalia, College of the Sequoias (COS) (www.cos.edu) is a 2-year community college that provides educational and training classes to the local community. COS operates a full-service Training Resource Center in the Visalia Industrial Park, in addition to the campuses in the cities of Visalia, Tulare and Hanford. The COS Training Resource Center provides customized workforce training to California's Central Valley private and public organizations. The Training Resource Center specifically provides workforce training to employers in the manufacturing, logistics, food processing, agriculture, healthcare, and service sectors. This will be COS's fifth ETP Contract and the fourth in the last five years.

Veterans Program

Participating companies may employ Veterans but do not actively maintain Veteran information for their employees.

PROJECT DETAILS

COS Training Resource Center, along with workforce development entities in the region, have identified an increased need among local employers for customized training programs that can help them meet their demand for skilled workers and enable them to keep pace with out-of-state and international competitors.

In order to remain competitive, employers are investing in employee training to improve overall skill sets to maintain quality and work performance. Employers also need to prepare for the retirement of existing high-skilled workers. For employers to remain competitive, employees must acquire higher skill sets to deliver the same level of service as those who are retiring or will retire in the next few years. There are not enough people coming out of the educational system with the necessary skills so companies are increasingly looking to train their existing employees. Participating employers constantly face the high cost involved in recruiting qualified employees to come to the Central Valley. They also recognize the advantage in promoting employees from within the company. ETP-funded training will allow employers to bridge the skill gap of incumbent staff and respond to unique employer challenges and growth opportunities.

Agriculture Initiative

In addition, COS has partnered with farms and food processing companies in its region to invest in training in the Agriculture industry. In an effort to support the training and advancement of agriculture and farmworker populations in the Central Valley, COS plans to support training to upskill workers in this industry. Trainees will receive training in critical areas such as food safety, which is essential to agriculture companies to help them remain competitive and in compliance with applicable regulations. According to the California Department of Food and Agriculture 2019-2020 Statistics Review, California is the top state in sales of agricultural commodities at $50,116,898. According to that same report, eight out of the top 10 producing counties in California are in the San Joaquin Valley, which this project aims to serve. Tulare, Fresno and Kern counties are the top three producing counties in the state, which is the region this project will primarily benefit. ETP reimbursement will be a huge support to the agricultural community. In this project, Job Numbers 4-6 are dedicated to ETP's Agriculture Initiative.

COS's role in assisting agriculture workers with career advancement involves partnering with employers to provide quality training to their workforce. Training will boost worker knowledge in the field, packing house or factory which leads to wage progression. Training will result in food safety certifications which will assist in the advancements of their careers. In addition, COS is working with participating employers to cultivate an environment in which training will lead to opportunities for trainees to promote upward and create career pathways. There is also an emphasis on creating and maintaining a positive and safe work environment for women in a male-dominated field. Ultimately, COS is looking to create a culture of learning and upskilling workers in the area through partnerships with participating employers.

Training Plan

Class/Lab and E-Learning will be delivered by in-house experts and vendors in the following:

Business Skills: Training will be offered to all occupations to ensure efficient use to company resources and leadership skills for those looking to promote upwards. Training topics include Business Fundamentals, Leading Change, and Leadership Skills.

Computer Skills: Training will be offered to all occupations to promote computer literacy and software system use. Training topics include Company Specific Data Systems, Database Management, Microsoft Office Suite (Intermediate/Advanced) and Quick Books.

Continuous Improvement: Training will be offered to all occupations to increase productivity and increase product quality. Training topics include Food Safety, Lean Manufacturing, and Good Agricultural Practices.

Literacy Skills: Training will be provided to Production Staff, Operations Staff, and Laborers. Trainees will receive English as a Second language training to improve communication and understanding on the job. Training will also include Basic Math and Vocational English as a Second Language.

Management Skills: Training will be provided to Managers/Supervisors to become effective leaders in a complex workplace. Training topics will include Advanced Supervisor Development, Decision Making, and Performance Management.

Manufacturing Skills: Training will be provided to Production Staff, Manager/Supervisor, Coordinator, Operations Staff, Qualify Staff, Food Safety Staff, and Laborers to ensure staff can operate multiple pieces of equipment effectively. Training topics will include Automation, Equipment Operation, and Manufacturing Process.

Certified Safety Training

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

2. Hazardous Waste Operations and Emergency Response Standard (HAZWOPER). This training is a series of courses specifically designed for workers who handle hazardous substances as first-responders, or clean-up as needed at a hazard disposal or emergency site. It consists of 40 hours of classroom or CBT training, for workers stationed at the hazard site; and 24 hours for workers who visit the site (e.g., engineers). Field training is

also required, although not funded by ETP. Completion of the training results in a certificate that expands employment opportunities. Each certification requires an 8-hour annual refresher course. This coursework must be approved by Cal-OSHA, and the instructors must be certified by Cal-OSHA.

Commitment to Training

ETP funds will not displace the existing participating employers' 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 Director will oversee this project. The Training Resource Center Coordinator and the Training Resource Center Assistants will administer the ETP project. The Training Resource Center team will schedule training at any of the College locations or at the employer's site if appropriate. Training will be provided by internal trainers. COS may contract with training vendors if needed.

High Unemployment Area

Trainees in Job Numbers 1-4 work in a High Unemployment Area (HUA) with unemployment exceeding the state average by at least 25%. The Company's locations in Fresno, Madera, Stanislaus, Kings, Kern, Tulare, and Merced 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. COS is requesting a wage modification from $22.55 per hour to $17.00 per hour for Job Number 1-4.

Approximately 275 Administrative Staff, Production Staff, Manager/Supervisor, Operations Staff, Quality Staff, and Food Safety Staff will need the wage modification.

Special Employment Training/HUA

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

Trainees in Job Numbers 5-9 work in a High Unemployment Area with unemployment exceeding the state average by 25%. The Company's locations in Fresno, Madera, Stanislaus, Kings, Kern, Tulare, 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 also modify the ETP Minimum Wage for these trainees by up to 25% if post-retention wages exceed the start-of-training wages. COS is requesting a wage modification from $30.75 per hour to $17.00 per hour for Job Numbers 5, 6 & 8 and a wage modification from $41.00 per hour to $17.00 per hour in Job Numbers 7 and 9.

Approximately 35 Administrative Staff, Production Staff, Operations Staff, Quality Staff, and Laborers will need the wage modification.

Seasonal Worker - Special Employment Training Retention Modification

Trainees in Job Numbers 8 and 9 fall under ETP's Seasonal Worker program which is funded by Special Employment Training (SET). COS has identified Participating Employers are 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.

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. COS requests this retention period for all trainees in Job Numbers 8 and 9.

Marketing and Support Costs

Marketing of training programs takes place through regular and ongoing communications via in person and virtual meetings, emails, phone calls and employer visits. COS is an active member of the Visalia Economic Development Corporation (VEDC) and South Valley Industrial Collaborative (SVIC). COS also partners and collaborates with the local Workforce Investment Board (WIB). The College participates in initiatives with the VEDC, SVIC and WIB to increase the economic and workforce development of the Central Valley. This includes on-site visits to identify employers' training needs and to promote existing workforce training projects.

COS staff regularly follows up with participating employers to confirm observable improvements in job performance and assess the long-term success of training programs. Feedback and surveys are vital to the success of training programs and will allow employers to be competitive. COS is requesting and staff recommends 8% support costs to help with marketing and outreach to employers.

Impact/Outcome

COS will provide certifications through the International HACCP Alliance, the Produce Safety Alliance, Food Safety Preventative Control Alliance and the Occupational Safety and Health Administration. COS will also offer industry recognized Micro-Credentials through the Smart Automation Certification Alliance (SACA). For all other training, COS will provide certificates of completion.

Training Agency Certification

Training agency eligibility requires certification by an independent third-party, as required for the type of school and course of study.

COS is eligible as a training agency based on the following:

- Certification by the Accrediting Commission for Community and Junior Colleges of the Western Association of Schools and Colleges.

Tuition Reimbursement

COS 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) ($ %)
ET22-0194 (CCCF)	$1,508,480	12/20/2021-3/30/2024	1,572	0	$1,508,480 (100%)

COS has 70,546 eligible training hours in the ETP system to reflect 100% of the contract amount. COS had $0 earned, they will begin the process of final billing soon.

PRIOR PROJECTS

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

Contract No.	Location (City)	Term	Approved Amount	Payment Earned $ %
ET21-0168	Tulare	10/5/2020-10/4/2022	$586,187	$389,062 (66%)
ET19-0295	Tulare	10/1/2018-9/30/2020	$617,160	$572,081 (93%)

ET21-0168: Job Numbers 1-3 of this current proposal have been right-sized down to the earned amount of COS' ET21-0168 Contract. However, COS is including ETP's Agriculture Initiative and the total requested funding amount increased with the addition of Job Numbers 4-9.

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

- Advertising
- Basic Accounting Practices
- Being an Effective Team Member
- Branding
- Business Coaching
- Business Fundamentals
- Business Presentations
- Business Writing
- Change Management
- Claims Handling
- Coaching
- Collaboration
- Communication Skills
- COVID 19 Safety Practices
- Customer Service
- Data Analysis
- Decision Making
- Development Dimension International Series
- Emotional Intelligence
- Essential Workplace Skills
- Leadership Skills
- Leading Change
- Logistics
- Managing Difficult Behaviors and Conversations
- Making Meetings Work
- Marketing / Sales Techniques
- Motivating People
- Multi-Tasking for Excellence
- Negotiating
- Organizational Skills
- Problem Solving
- Product Knowledge
- Project Management
- Sales Techniques
- Scheduling and Planning
- Standard Operating Procedures
- Strategic Planning
- Supervisory Skills
- Team Concepts
- Teamwork
- Technical Writing
- Time and Priority Management
- Working Productively with Challenging People
- Written Communication

Computer Skills

- Adobe Applications
- Business Intelligence
- Company Specific Data Systems
- Computer Networking
- Computer-Aided Design (CAD)
- Computer-Aided Manufacturing (CAM)
- Computerized Scheduling
- Cybersecurity
- Database Management
- Google Suite
- Material Resource Planning (MRP)
- Microsoft Excel (Intermediate & Advanced)
- Microsoft Office Suite (Intermediate & Advanced)
- Microsoft Access
- Microsoft Power Point
- Microsoft Teams
- Personnel/Payroll Processing
- Purchase Order Tracking
- Quick Books
- Salesforce
- Social Media For Business
- Software Applications
- Warehouse Efficiency
- Web Page Design/Editing
- World-Wide Web
- Zoom

Continuous Improvement Skills

- Food Safety
- Food Safety Modernization Act (FSMA)
- Global Food Safety Initiative
- Good Agricultural Practices
- Good Manufacturing Practices
- Hazard Analysis & Critical Control Points (HACCP)
- Internal Audits
- ISO 9001
- Lean Manufacturing
- Lean Systems
- Preventive Maintenance
- Process Improvement
- Quality Audits
- Quality Management Systems
- Risk Management
- Root Cause Analysis
- Safety Fundamentals
- Six Sigma
- Statistical Process Control
- Strategic Planning
- Total Quality Management

- Value Stream Mapping
- Visual Management

HazWoper

- Hazwoper: Hazardous Waste Operations and Emergency Response

Literacy Skills

- Basic English
- Basic Math
- English as a Second Language
- Vocational English as a Second Language

Management Skills (Managers/Supervisors/Leads Only)

- Advanced Supervisor Development
- Building Trust
- Coaching Series
- Communicating for Leadership Success
- Delegating
- Developing Safety Plans and Procedures
- Driving Change
- Effectively Managing Challenging People
- Employee Engagement
- Engaging and Retraining Talent
- Facilitating
- Leadership
- Management Skills
- Performance Management
- Risk Management
- Root Cause Analysis for Managers
- Strategic Planning

Manufacturing Skills

- Advance Manufacturing
- Amatrol Learning Systems
- Assembly Procedures
- Automation
- Basic Tool Usage
- Blueprint Reading
- Electrical
- Electronics
- Equipment Operations
- Fabrication
- Fluid Power
- Food Processing
- Geometric Dimensioning and Tolerance (GD&T)
- Harvesters
- HVAC
- Hydraulics
- Industrial Electricity
- Industrial Maintenance
- Inventory Control

- Lubrication
- Machining
- Machine Set Up
- Maintenance
- Manufacturing Basics
- Manufacturing Process
- Material Forming
- Material Handling
- Measurements
- Mechanical
- Mechatronics
- Molding
- Operations
- Packaging
- Pneumatics
- Process Control
- Process Design
- Process Improvement
- Product Design
- Production Assembly
- Production Operations
- Programmable Logic Controllers
- Programing
- Pumps
- Robotics
- Quality Control
- Quality Assurance
- Quality Systems
- Shop Math
- Surface Finishing
- System Integration
- Vehicle Assembly
- Warehousing
- Welding

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: College of the Sequoias	CCG No.: ET24-0309
Reference No: 24-0229	Page 1 of 7

ALPHABETIZE BY COMPANY NAME

Company: Advanced Food Products (AFP)	Priority Industry? ☒ Yes ☐ No
Address: 1211 E. Noble Ave.	
City, State, Zip: Visalia, CA 93292	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 11	Small Business? ☐ Yes ☒ No
Total # of full-time company employees worldwide: 106	
Total # of full-time company employees in California: 106	

Company: Belmont Nursery (Ag initiative)	Priority Industry? ☒ Yes ☐ No
Address: 7730 E. Belmont Ave.	
City, State, Zip: Fresno, CA 93737	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 6	Small Business? ☒ Yes ☐ No
Total # of full-time company employees worldwide: 44	
Total # of full-time company employees in California: 44	

Company: BlueScope Buildings	Priority Industry? ☒ Yes ☐ No
Address: 7440 W. Doe Ave.	
City, State, Zip: Visalia, CA 93291	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 65	Small Business? ☐ Yes ☒ No
Total # of full-time company employees worldwide: 241	
Total # of full-time company employees in California: 241	

Company: Central California Baking Company	Priority Industry? ☒ Yes ☐ No
Address: 701 Industrial Dr.	
City, State, Zip: Exeter, CA 93221	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 30	Small Business? ☐ Yes ☒ No
Total # of full-time company employees worldwide: 172	
Total # of full-time company employees in California: 172	

Participating Employers in Retrainee Multiple Employer Contracts

Self-reported listing of potential employers participating in the contract

Contractor's Name: College of the Sequoias	CCG No.: ET24-0309
Reference No: 24-0229	Page 2 of 7

Company: Central Valley Meat Co.	Priority Industry? ☒ Yes ☐ No
Address: 10431 8 ¾ Ave	
City, State, Zip: Hanford, CA 93230	
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: 850	
Total # of full-time company employees in California: 850	

Company: Cobblestone Fruit Company	Priority Industry? ☐ Yes ☒ No
Address: 730 N. Oliver Ave.	
City, State, Zip: Sanger, CA 93648	
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: 40	
Total # of full-time company employees in California: 40	

Company: Custom Almonds (Toor Farming) (Ag initiative)	Priority Industry? ☒ Yes ☐ No
Address: 27725 Road 92	
City, State, Zip: Visalia, CA 93277	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 3	Small Business? ☐ Yes ☒ No
Total # of full-time company employees worldwide: 111	
Total # of full-time company employees in California: 111	

Company: Diamond Crystal Brands	Priority Industry? ☒ Yes ☐ No
Address: 8700 W. Doe Ave.	
City, State, Zip: Visalia, CA 93291	
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: 500	
Total # of full-time company employees in California: 67	

Participating Employers in Retrainee
Multiple Employer Contracts

Self-reported listing of potential employers participating in the contract

Contractor's Name: College of the Sequoias	CCG No.: ET24-0309
Reference No: 24-0229	Page 3 of 7

Company: Distributor's Processing Inc.	Priority Industry? ☒ Yes ☐ No
Address: 17656 Ave. 168	
City, State, Zip: Porterville, CA 93257	
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: 20	
Total # of full-time company employees in California: 20	

Company: Faraday Future	Priority Industry? ☒ Yes ☐ No
Address: 10701 Idaho Ave.	
City, State, Zip: Hanford, CA 93230	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 40	Small Business? ☐ Yes ☒ No
Total # of full-time company employees worldwide: 732	
Total # of full-time company employees in California: 550	

Company: Food Machinery Sales (DBA Serpa Packaging)	Priority Industry? ☒ Yes ☐ No
Address: 7020 W. Sunnyview Ave.	
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: 150	
Total # of full-time company employees in California: 150	

Company: Four Star Management (Four Star Fruit) (Ag initiative)	Priority Industry? ☒ Yes ☐ No
Address: 2800 Road 136	
City, State, Zip: Delano, CA 93215	
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: 116	
Total # of full-time company employees in California: 116	

Participating Employers in Retrainee Multiple Employer Contracts

Self-reported listing of potential employers participating in the contract

Contractor's Name: College of the Sequoias	CCG No.: ET24-0309
Reference No: 24-0229	Page 4 of 7

Company: Harris Ranch Beef Company (NAICS 311611)	Priority Industry? ☒ Yes ☐ No
Address: 16277 S. McCall Ave.	
City, State, Zip: Selma, CA 93662	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 30	Small Business? ☐ Yes ☒ No
Total # of full-time company employees worldwide: 998	
Total # of full-time company employees in California: 998	

Company: Homegrown Organic Farms (Ag initiative)	Priority Industry? ☐ Yes ☒ No
Address: 257 N. 6th Ave.	
City, State, Zip: Kingsburg, CA 93631	
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: 51	
Total # of full-time company employees in California: 51	

Company: J.G. Boswell (Ag initiative)	Priority Industry? ☒ Yes ☐ No
Address: 26241 Santa Fe Ave.	
City, State, Zip: Corcoran, CA 93212	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 50	Small Business? ☐ Yes ☒ No
Total # of full-time company employees worldwide: 1,500	
Total # of full-time company employees in California: 1,500	

Company: Kings River Packing (Ag initiative)	Priority Industry? ☐ Yes ☒ No
Address: 21083 E. Trimmer Springs Rd.	
City, State, Zip: Sanger, CA 93657	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 30	Small Business? ☐ Yes ☒ No
Total # of full-time company employees worldwide: 650	
Total # of full-time company employees in California: 650	

Participating Employers in Retrainee Multiple Employer Contracts

Self-reported listing of potential employers participating in the contract

Contractor's Name: College of the Sequoias	CCG No.: ET24-0309
Reference No: 24-0229	Page 5 of 7

Company: Kraft Heinz (Lactalis)	Priority Industry? ☒ Yes ☐ No
Address: 10800 Ave. 184	
City, State, Zip: Tulare, CA 93274	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 40	Small Business? ☐ Yes ☒ No
Total # of full-time company employees worldwide: 10,000	
Total # of full-time company employees in California:	

Company: Lee Farming and Packing (Ag initiative)	Priority Industry? ☒ Yes ☐ No
Address: 5555 Hill Ave.	
City, State, Zip: Orange Cove, CA 93646	
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: 30	
Total # of full-time company employees in California: 30	

Company: Meridian Growers (Ag initiative)	Priority Industry? ☐ Yes ☒ No
Address: 13559 Firebaugh Blvd.	
City, State, Zip: Madera, CA 93637	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 6	Small Business? ☒ Yes ☐ No
Total # of full-time company employees worldwide: 12	
Total # of full-time company employees in California: 12	

Company: OLAM	Priority Industry? ☒ Yes ☐ No
Address: 9301 E. Lacey Boulevard	
City, State, Zip: Hanford, CA 93230	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 25	Small Business? ☐ Yes ☒ No
Total # of full-time company employees worldwide: 250	
Total # of full-time company employees in California: 250	

Participating Employers in Retrainee
Multiple Employer Contracts

Self-reported listing of potential employers participating in the contract

Contractor's Name: College of the Sequoias	CCG No.: ET24-0309
Reference No: 24-0229	Page 6 of 7

Company: Penny Newman Grain Co. (Ag initiative)	Priority Industry? ☐ Yes ☒ No
Address: 2691 S. Cedar Ave.	
City, State, Zip: Fresno, CA 93725	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 25	Small Business? ☐ Yes ☒ No
Total # of full-time company employees worldwide: 211	
Total # of full-time company employees in California: 186	

Company: Rosales Farms (Ag Initiative)	Priority Industry? ☐ Yes ☐ No
Address: 13379 Avenue 416	
City, State, Zip: Orosi, CA 93647	
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: 10	
Total # of full-time company employees in California: 10	

Company: Sorma USA	Priority Industry? ☒ Yes ☐ No
Address: 231 South Kelsey Street	
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: 35	
Total # of full-time company employees in California: 35	

Company: Spraying Devices	Priority Industry? ☒ Yes ☐ No
Address: 447 E. Caldwell Ave.	
City, State, Zip: Visalia, CA 93277	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 3	Small Business? ☒ Yes ☐ No
Total # of full-time company employees worldwide: 13	
Total # of full-time company employees in California: 13	

Participating Employers in Retrainee Multiple Employer Contracts

Self-reported listing of potential employers participating in the contract

Contractor's Name: College of the Sequoias	CCG No.: ET24-0309
Reference No: 24-0229	Page 7 of 7

Company: Venida Packing (Ag initiative)	Priority Industry? ☐ Yes ☒ No
Address: 19830 Avenue 300	
City, State, Zip: Exeter, CA 93221	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 3	Small Business? ☒ Yes ☐ No
Total # of full-time company employees worldwide: 12	
Total # of full-time company employees in California: 12	

Company: Vita-Pakt Citrus	Priority Industry? ☒ Yes ☐ No
Address: 355 S. Harvard Ave.	
City, State, Zip: Lindsay, CA 93247	
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: 150	
Total # of full-time company employees in California: 150	

Company: Young's Commercial Transfer (Ag initiative)	Priority Industry? ☒ Yes ☐ No
Address: 2075 W. Scranton Ave.	
City, State, Zip: Porterville, CA 93257	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 25	Small Business? ☐ Yes ☒ No
Total # of full-time company employees worldwide: 245	
Total # of full-time company employees in California: 241	

Company: Youngstown Distributors (Ag initiative)	Priority Industry? ☐ Yes ☒ No
Address: 1625 G St.	
City, State, Zip: Reedley, CA 93654	
Collective Bargaining Agreement(s): No	
Estimated # of employees to be retrained under this Contract: 25	Small Business? ☐ Yes ☒ No
Total # of full-time company employees worldwide: 141	
Total # of full-time company employees in California: 141	

RETRAINEE-JOB CREATION
Training Proposal for:

OLEA Kiosks, Inc.

Delegation ≤ $75,000 Single Employer

Contract Number: ET24-0302

Approval Date: January 24, 2024

Panel Meeting of: February 23, 2024

ETP Regional Office: North Hollywood **Analyst:** J. Garcia

PROJECT PROFILE

Contract Attributes:	Retrainee Job Creation Initiative Priority Rate SB <100	Industry Sector(s):	Manufacturing Priority Industry: ☒Yes ☐No
Counties Served:	Los Angeles	Repeat Contractor:	☐ Yes ☒ No
Union(s):	☐ Yes ☒ No		

Number of Employees in:	CA: 72	U.S.: 72	Worldwide: 72
Turnover Rate:	5%		
Managers/Supervisors: (% of total trainees)	N/A		

In-Kind Contribution	Total ETP Funding
$78,456	$74,980

Small Business Only:	Owner ☒ Yes ☐ No Contract Term ☐ One Year ☒ Two Year
Out-of-State Competition:	☒ Yes ☐ No
Occupations to be Trained:	Production Staff, Administrative Staff, Managers/ Supervisors, Owner

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Retrainee Priority SB<100	Business Skills Computer Skills Continuous Impr. Mfg. Skills	72	8-200	0	$920	$23.15
				Weighted Avg: 40			
2	Job Creation Priority SB<100	Business Skills Computer Skills Continuous Impr. Mfg. Skills	10	8-200	0	$966	$21.00
				Weighted Avg: 38			

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

Minimum Wage by County: Job Number 1: $23.15 per hour for Los Angeles County
Job Number 2 (Job Creation): $19.30 per hour for Los Angeles County
Health Benefits: Used to meet the Post-Retention Wage?: ☒ Yes ☐ No
Up to $0.15 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		
Production Staff	$23.00 - $38.00	58
Administration Staff	$23.00 - $39.00	3
Managers/Supervisors	$24.00 - $50.00	10
Owner	N/A	1
Job Number 2		
Production Staff	$21.00 - $26.00	10

OVERVIEW

Year Company Founded:	1975	***Company Headquarters:*** ☒ *Single location* Cerritos

Facility location(s) where training will occur	• Cerritos, Los Angeles County

Nature of Business:	• OLEA Kiosks, Inc. (OLEA) is an American-Made kiosk manufacturer. • OLEA designs, engineers, and manufactures self-service kiosks for companies with varying requirements. • More than 1,000 organizations use OLEA kiosks to provide clients with self-service. • OLEA provides standard kiosks and custom kiosks.
Customer Base:	• Casinos & Resorts • Theme Parks • Movie Theatres • Customers include Apple, IBM, Dell, Kaiser Permanente, and Nike
Business / Industry Needs / Changes	• More customers are asking for shorter lead times and improved pricing. • Many prospective customers are asking for a higher level quality of certification. • New Technology requires the need to hire new employees. • Robotic Welder – Efficient operation will allow Company to weld standard parts quickly and uniformly, with significant reduction in the chance of operator error requiring rework. This will require operators to learn how to program and set up the machine, design and build fixtures/jigs, troubleshoot, and perform routine maintenance and minor repairs as needed. • Software & Technology – Additions and upgrades to current software and technology stack will increase automation of routine functions, allow for greater consistency between transactions, reduce the possibility of user errors and oversights, and ensure the flow of up-to-date information between users/departments. • The budget for 2024 includes the hiring of 20 new employees. • OLEA is adding a second shift in an effort to utilize more of current equipment and machinery, significantly increasing manufacturing capacity without the need for additional machinery or outsourcing the fabrication and assembly functions. By keeping manufacturing in-house, the Company is better able to ensure consistency and quality standards on finished products. • OLEA is currently occupying two adjoining buildings, with excessive unused space in both. The Company will be consolidating into one building, with an abundance of spatial planning and workflow considerations.

Training Plan:

Need for Training:	• OLEA must provide its employees with training to learn and improve its manufacturing procedures to stay competitive. • All employees need to be trained to implement and maintain quality standards. Staff must also understand Lean principles to remove waste from their processes. • Administrative personnel need to better understand electronics technology to better serve its customers. • Cross-functional training will also help shorten manufacturing lead times to stay competitive. • ETP funding will help offset large costs associated with the expansion of training.

Training courses listed in the Menu Curriculum will be provided via the following training method(s) under the following Types of Training:

☒ Class/lab ☒ E-Learning

Business Skills	**Computer Skills**	**Continuous Improvement**
Manufacturing Skills		

Job Creation Justification	☒ Expanding existing business capacity by adding newly-hired employees to an existing function. Over the past six months, OLEA has had seven new employees join the Company: one in Inventory Control, four in Manufacturing, one in Purchasing, and one in Finance. All new hires are full-time, regular employees. The Company is also actively recruiting for other positions: one in Customer Experience, one in Purchasing, and two in Engineering. These will be full-time, regular employees as well. ☒ Expanding existing business capacity by adding a new production shift. ☒ Opening specific new plants or facilities, expanding or upgrading existing facilities, and/or repurposing existing unused space/buildings or facilities.

Training Infrastructure & Administrative Plan

- **Trainers:**
  ☒ In-house – Types of Training: Business Skills, Computer Skills, Continuous Improvement Skills, Manufacturing Skills
  ☒ Vendor – Types of Training by vendor: To be Determined

- **Administration:**

  OLEA has retained Training Funding Source to assist with administration of this training project.

  ☐ In-house
  ☒ Subcontractor

- **Project Oversight:**

  The Human Resources Manager will be responsible for overseeing the project, and will have assistance from the Receptionist, VP of Operations, Engineering Manager, Controller, Plant Manager, Production Manager, Director of Sales, Sales Manager and CTO. These occupations will be documenting and collecting training rosters. OLEA has a detailed training plan in place and are 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 payment earned
Training Vendors	To Be Determined		

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Coaching
- Communication
- Conflict Resolution
- Customer Relations
- Finance
- Goal Setting
- Inventory Control
- Leadership
- Marketing & Business Development
- Product Knowledge
- Project Management
- Team Cohesiveness
- Writing

Computer Skills

- MS Office
- Quadient
- Going.io
- Front App
- Salesforce

Continuous Improvement Skills

- Process Improvement
- Productivity Improvement
- Quality Improvement
- Statistical Process Control

Manufacturing Skills

- Inspection Techniques
- Good Manufacturing Processes
- Lean Manufacturing
- Material Requirements Planning
- Preventative Maintenance
- Efficient Manufacturing Practices
- Robotic Welder (equipment)
- Efficient Space Planning
- Inventory Control Improvements
- Internal Process Development
- Process Automation/Standardization

RETRAINEE-JOB CREATION

Training Proposal for:

S. Bravo Systems, Inc.

Delegation ≤ $75,000 Single Employer

Contract Number: ET24-0310

Approval Date: February 9, 2024

Panel Meeting of: February 23, 2024

ETP Regional Office: North Hollywood **Analyst:** J. Romero

PROJECT PROFILE

Contract Attributes:	Priority Rate SB <100 Retrainee Job Creation Initiative	Industry Sector(s):	Manufacturing Priority Industry: ☒Yes ☐No
Counties Served:	Los Angeles	Repeat Contractor:	☒ Yes ☐ No
Union(s):	☐ Yes ☒ No		

Number of Employees in:	CA: 79	U.S.: 84	Worldwide: 84
Turnover Rate:	8%		
Managers/Supervisors: (% of total trainees)	N/A		

In-Kind Contribution	Total ETP Funding
$86,000	$74,635

Small Business Only:	Owner ☐ Yes ☒ No Contract Term ☐ One Year ☒ Two Year
Out-of-State Competition:	☒ Yes ☐ No
Occupations to be Trained:	Administration, Engineering, Production Staff, Customer Service/Sales, Shipping/Receiving, Maintenance, Machinist, Welder, Driver, Manager, Supervisor

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage*
				Class / Lab	CBT		
1	Priority Retrainee SB<100	Business Skills Computer Skills Continuous Impr. Mfg. Skills PL-Mfg. Skills	79	8-200	0	$805	$23.15
				Weighted Avg: 35			
2	Priority Job Creation Retrainee SB<100	Business Skills Computer Skills Continuous Impr. Mfg. Skills PL-Mfg. Skills	12	8-200	0	$920	$20.00
				Weighted Avg: 40			

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

Minimum Wage by County: Job Number 1: $23.15 per hour for Los Angeles County;
Job Number 2 (Job Creation): $19.30 per hour for Los Angeles County.
Health Benefits: Used to meet the Post-Retention Wage?: ☒ Yes ☐ No
Up to $1.09 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		
Administration	$22.60 - $45.00	7
Engineering	$25.00 - $25.00	1
Customer Service/Sales	$22.66 - $40.00	6
Production Staff	$22.66 - $27.00	38
Shipping/Receiving	$22.66 - $25.00	6
Maintenance	$22.06 - $26.00	2
Machinist	$22.66 - $24.50	4
Welder	$22.66 - $27.00	6

Driver	$22.66 - $22.60	1
Manager	$25.00 - $30.00	4
Supervisor	$22.66 - $24.50	4
Job Number 2		
Production Staff	$20.00 - $22.50	12

OVERVIEW

Year Company Founded:	1987	***Company Headquarters:*** ☐ *Single location* City of Commerce

***Facility Locations* Outside CA**	• Lexington, Tennessee
Total Number of Facility locations in California	1
Facility location where training will occur	• City of Commerce

Nature of Business:	• S. Bravo Systems, Inc. (SBSI) is a manufacturer of underground dispenser secondary containment products, commonly used in the petroleum industry, designed to protect the environment.
Customer Base:	• Gas Stations • Card Lock Facilities • Truck Stops • Petroleum/Gas Stations • Airports • Municipalities • Agricultural entities
Business / Industry Needs / Changes	• New ERP System Implementation (Katana) • Diversification of product line to include equipment for Wastewater handling and storage • New OEM processes in manufacturing lines • De-carbonization Initiative 2035 • Alternative Fuel Equipment addition to product line • Expansion of employee count for a new manufacturing team

Training Plan:

Need for Training:	• SBSI plans to upgrade employee skills to keep up with changes in the fuel industry and adapting products to meet these changes/requirements • SBSI's product line diversification will necessitate training and new skillsets for employees to enable the Company to respond and adjust to market fluctuations in the fuel sector.

Training courses listed in the Menu Curriculum will be provided via the following training method(s) under the following Types of Training:

☒ Class/lab ☒ E-Learning ☐ CBT ☒ Productive Lab
☐ MS Preceptor ☐ MS Didactic

Manufacturing Skills	Business Skills	Computer Skills
Continuous Improvement		

Productive Laboratory	Justification: ☒ New Equipment ☒ New Production Procedures ☐ Certification Standards
	8 PL Hours per-trainee
	Occupations Receiving PL Training: Production Staff
The PL instructor must be dedicated to training, at a ratio of 1:1.	

Job Creation Justification	☒ Expanding existing business capacity by adding newly-hired employees to an existing function; or, ☐ Expanding existing business capacity by adding a new production shift; ☐ Opening specific new plants or facilities, expanding or upgrading existing facilities, and/or repurposing existing unused space/buildings or facilities; ☐ The recall or rehire of laid-off workers (backfilling) is allowed, with justification to show that the company is renewing a workforce that was reduced due to economic conditions or other reasons leading to attrition

Training Infrastructure & Administrative Plan

- **Trainers:**

  ☒ In-house – Types of Training: Business Skills, Continuous Improvement, Computers Skills and Manufacturing Skills
  ☒ Vendor – Types of Training by vendor: To be Determined

- **Administration:**

  SBSI Sales Manager, Operations Manager, Production Lead, four Supervisors, Consultant

  ☐ In-house
  ☒ Subcontractor

- **Project Oversight:**

  The ETP training will be overseen by SBSI's Sales Manager. The day-to-day effort is overseen by SBSI's Operations Manager. In addition, various production supervisors will spearhead the training effort. SBSI also contracted with Strategic Business Solutions to handle Development and Administration duties.

Repeat Contract

• **Number Of Contracts in last 5 years:**	1
• **Training provided / focus in last Contract:**	• Manufacturing Skills, Commercial Skills, Hazardous Materials and Continuous Improvement

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 $ %
ET22-0155	Commerce	11/22/21 – 11/21/23	$132,365	$117,712 (90%)

SUBCONTRACTORS

Subcontractor Type	Subcontractor Name	City	Cost / %
Development	Strategic Business Solutions	Visalia, CA	$7,250
Administrative	Strategic Business Solutions	Visalia, CA	13%
Training Vendors	To Be Determined		

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Account Development Training
- Purchasing and Procurement
- Market Forecasting
- Strategic Planning

Computer Skills

- Katana Computer Training
- AUTOCAD/AUTOCAD 3D
- Microsoft Applications

Continuous Improvement

- Teambuilding
- Leadership
- Supervisors Skills Training
- LEAN Manufacturing
- Total Quality Management
- Alternative Fuels Products Research and Development
- Wastewater Products Research and Development
- Combustible Dust
- Confined Space

Manufacturing Skills

- Resin Transfer Molding
- Infusion Processing
- Materials Handling Equipment
- SMC/BMC Composite Materials Processing
- Fabrication
- CNC Machinery Operations
- Commercial Grade Welding
- Composite Molding
- Grinding and Deburring

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

Trainees may receive any of the following:

Manufacturing Skills

- Infusion Process
- Resin Transfer Molding