



**STATE OF CALIFORNIA
EMPLOYMENT TRAINING PANEL
Friday, October 24, 2025**

Panel Members

Rebecca Bettencourt
Chair

Dee Dee Myers
Ex-Officio Member

Rick Smiles
Member

Gretchen Newsom
Member

Doug Tracy
Member

Michael Hill
Member

Jennifer Fothergill
Member

Mike Greenlee
Member

Executive Staff

Jessica Grimes
Executive Director

Kumani Armstrong
Assistant Director/Chief Counsel

Peter Cooper
Assistant Director/Senior Advisor

Laura Campbell
Chief Deputy Director

Tara Armstrong
Deputy Director of Technical Branch

Jana Lazarewicz
Chief of Program Operations

**STATE OF CALIFORNIA
EMPLOYMENT TRAINING PANEL
East End Complex Auditorium
1500 Capitol Avenue
Sacramento, California 95814
Friday, October 24, 2025**

CALL TO ORDER BY CHAIR BETTENCOURT

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

ROLL CALL

Present:

Rebecca Bettencourt
Rick Smiles
Gretchen Newsom
Douglas Tracy
Michael Hill
Jennifer Fothergill
Derek Kirk
Mike Greenlee

Executive Staff Present:

Jessica Grimes, Executive Director
Kumani Armstrong, Assistant Director/Chief Counsel
Peter Cooper, Assistant Director/Senior Advisor
Laura Campbell, Chief Deputy Director
Tara Armstrong, Deputy Director of Technical Branch
Jana Lazarewicz, Chief of Program Operations

ACTION TO APPROVE OCTOBER PANEL MEETING AGENDA

The October Agenda was reviewed.

ACTION: Member Newsom moved to approve of the October Agenda. Member Smiles Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 8 to 0.

Rebecca Bettencourt – aye
Rick Smiles – aye
Gretchen Newsom – aye
Doug Tracy – aye
Mike Hill – aye
Jennifer Fothergill – aye

Derek Kirk – aye
Mike Greenlee – aye

ACTION TO APPROVE SEPTEMBER PANEL MEETING MINUTES

The September 2025 Panel Meeting Minutes included in the Panel Packet were reviewed.

ACTION: Member Newsom moved to approve September 2025 Panel Meeting Minutes. Member Smiles Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 7 to 0.

Rebecca Bettencourt – aye
Rick Smiles – aye
Gretchen Newsom – aye
Doug Tracy – aye
Mike Hill – aye
Jennifer Fothergill – aye
Derek Kirk – abstained
Mike Greenlee – aye

EXECUTIVE REPORT

Good morning, and happy Friday to everyone!

Welcome to our fourth Panel meeting of the 2025–26 fiscal year. I'm proud of the pivotal role ETP has in funding and advancing workforce training across California.

I am pleased to announce that the interagency agreement between ETP and GO-Biz to provide \$7.5 million in funding for Social Entrepreneurs for Economic Development (SEED 3) has been executed. The SEED program supports immigrant and limited English proficient (LEP) entrepreneurs facing employment barriers. Stay tuned for more updates coming soon.

Additionally, the next round of Electric Vehicle Infrastructure Training Program (EVITP 1.5) funding will be released on November 7th, 2025. We'll have approximately \$934k in funding available to train and certify registered electricians across California.

Closed Contracts Highlights

With that exciting progress in mind, I'd like to turn your attention to a few recent accomplishments. Since our last meeting in September, ETP has successfully closed 24 contracts, resulting in:

- \$3.1 million dollars earned by contractors and
- 2,383 trainees who successfully completed their training and met all retention requirements

Of these contracts:

- 1 was a Multiple Employers Contract (MEC),
- 2 were Apprenticeships (APPR),
- 14 were Single Employers Contracts (SE), and
- 7 were Small Businesses (SB).

These outcomes reflect continued progress and impact on expanding workforce opportunities across sectors and business sizes.

Proposal Highlights

Now, for this panel, we have 1 amendment and 29 proposals submitted for review. If approved, ETP will disburse approximately \$10.3 million dollars:

- 79% are from repeat contractors,
- 24% represent small businesses, and
- 52% originate from High Unemployment Areas.

As we celebrate Manufacturing Month, it is only fitting to highlight how prominently this sector features in today's proposals:

- 45% of today's proposals support the priority industry sector of manufacturing.
 - This includes 13 manufacturing-related projects that represent a significant investment of \$6 million, or 59% of all proposed funding:
 - 10 Single Employer (SE) contracts
 - 3 Multiple Employer Contracts (MEC), which may also support other industries
- Together, these proposals are projected to train 6,938 workers in manufacturing-related roles. This aligns with key state priorities to strengthen the manufacturing base and expand access to high-quality jobs.

Speaking of proposals, they will be presented for review and action by Jana Lazarewicz and Heather Miguel.

Presentations

Today, we also have two important presentations:

- First, Jana Lazarewicz will present on an assignment of contract between the Employment Training Panel (ETP), California Manufacturing Technology Consulting (CMTCC), and the Greater San Fernando Valley Chamber of Commerce (GSFVCC).
- Then, we'll hear from Ilya Launitz, who will provide a presentation updating us on ETP's Workforce Literacy Pilot program. This effort supports training in English, math, digital skills, workforce prep, and technical training for immigrants, refugees, and English Language Learners.

REPORT OF THE CHIEF DEPUTY DIRECTOR

Good morning and welcome, Panel Members and stakeholders. Thank you for the opportunity to provide a summary of the Employment Training Panel's funding.

Regarding Funding

If all the proposals scheduled for today's Panel meeting are approved, the Panel will fund 29 projects for a total of \$10,351,358.

Regarding Demand

We have 252 applications in demand:

- 147 applications are currently in development.
- 19 applications are in eligibility review.
- 86 submitted applications are pending review.

Regarding Allocations

Including today's proposals we will have approved 149 contracts for a total of \$45.6 million which is 45% of the total allocation for the current fiscal year. Together, these proposals are projected to train 42,016 workers in various industries across California.

ACTION ON PROPOSALS

Single Employer Contracts

Tab No. 1: Aerojet Rocketdyne, Inc.

Panel thanked Contractor for high wages and questioned the significant increase in requested funding from their previous contract, and asked how they'll achieve 100%.

Darin Holcombe stated that they earned 100% of their previous contract and even had additional training beyond the 100%. He explained that with the new rates ETP was offering, the requested funding amount was essentially the same amount of training they did last time with a slight increase for new business coming in.

ACTION: Member Newsom moved to approve Aerojet Rocketdyne, Inc. in the amount of \$392,000. Member Smiles Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 8 to 0.

Rebecca Bettencourt – aye

Rick Smiles – aye

Gretchen Newsom – aye

Doug Tracy – aye

Mike Hill – aye

Jennifer Fothergill – aye

Derek Kirk – aye

Mike Greenlee – aye

Tab No. 2: Boehringer Ingelheim Fremont, Inc.

Panel thanked Contractor for high wages, but questioned the Productive Lab component of the curriculum and wanted there to be a clear understanding that with Productive Lab, there is a benefit to having the workers produce something, and they're getting the hands-on training on the floor, because you can't get that in the classroom.

Amanda Bowman stated their training was all encompassing. They teach the workers how to work the equipment, how to make medicine, and also the theory behind the science of what they're doing, and it's very valuable to an individual. She also shared she started on the manufacturing floor and is now a manager.

Panel wanted to confirm that the workers were truly in the clean room and not in a controlled classroom environment.

Amanda Bowman explained not all their productive lab is done during the manufacturing process, and they did have stimulated environments.

Panel still had concerns about how the training was being classified in the curriculum and whether or not it was productive lab.

Phil Herrera said their LMS could delineate the different types of training.

Panel wanted to ensure the type of training were documented correctly.

ACTION: Member Hill moved to approve Boehringer Ingelheim Fremont, Inc. in the amount of \$599,424. Member Smiles Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 8 to 0.

Rebecca Bettencourt – aye

Rick Smiles – aye

Gretchen Newsom – aye

Doug Tracy – aye

Mike Hill – aye

Jennifer Fothergill – aye

Derek Kirk – aye

Mike Greenlee – aye

Tab No. 3: Castleworks Home Services Company

Panel thanked Contractor for higher wages and asked whether they had thought about utilizing apprenticeships as a mechanism for training their workers.

Tammy Alameda explained that apprenticeships would be more of a compliment versus duplicate in terms of the training they offer. She stated that their curriculum was designed to bring their team members to the level of a fully high-performing technician, which can take several years, and that's what the curriculum builds on.

Panel commented on the mentions of continuous learning in their proposal and whether the continuous learning opens avenues for increased wages.

Tammy Alameda shared that there was definitely a path for career growth and higher wages, and they are very transparent about that. They also pay for certifications if workers are interested.

ACTION: Member Smiles moved to approve Castleworks Home Services Company in the amount of \$115,360. Member Kirk Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 8 to 0.

Rebecca Bettencourt – aye

Rick Smiles – aye

Gretchen Newsom – aye

Doug Tracy – aye

Mike Hill – aye

Jennifer Fothergill – aye

Derek Kirk – aye

Mike Greenlee – aye

Tab No. 4: Certified Stainless Service, Inc. dba West-Mark

Panel questioned the mention of training courses being digitalized and what that looked like as their curriculum list didn't seem to reflect it.

Jackie Arden explained that they were moving from handouts and paper-based training to PowerPoints, storing of data, videos, etc. Training was still one-on-one and not digitalized or CBT.

Panel asked about their previous audit finding and what they have put in place, so it doesn't happen again.

David Hickson shared that in that contract, forms were paper-based, and they had to collect them from different locations and match them up. Now, their sign-on sheets are digitalized, which allows them to be able to immediately compare notes, so no one is getting more training than allowed. In their last contract that was approved, there were no issues.

ACTION: Member Smiles moved to approve Certified Stainless Service, Inc. dba West-Mark in the amount of \$495,600. Member Kirk Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 8 to 0.

Rebecca Bettencourt – aye
Rick Smiles – aye
Gretchen Newsom – aye
Doug Tracy – aye
Mike Hill – aye
Jennifer Fothergill – aye
Derek Kirk – aye
Mike Greenlee – aye

Tab No. 5: Chorus Innovations, Inc.

ACTION: Member Newsom moved to approve Chorus Innovations, Inc. in the amount of \$109,200. Member Hill Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 8 to 0.

Rebecca Bettencourt – aye
Rick Smiles – aye
Gretchen Newsom – aye
Doug Tracy – aye
Mike Hill – aye
Jennifer Fothergill – aye
Derek Kirk – aye
Mike Greenlee – aye

Tab No. 6: Cicon Engineering, Inc.

Withdrawn

Tab No. 7: D.A. McCosker Construction Co. dba Independent Construction

Member Smiles recused himself.

ACTION: Member Kirk moved to approve D.A. McCosker Construction Co. dba Independent Construction in the amount of \$183,400. Member Greenlee Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 7 to 0.

Rebecca Bettencourt – aye
Rick Smiles – recused
Gretchen Newsom – aye
Doug Tracy – aye
Mike Hill – aye

Jennifer Fothergill – aye
Derek Kirk – aye
Mike Greenlee – aye

Tab No. 8: Ernest Ongaro & Sons, Inc. dba Ongaro & Sons Plumbing Heating and Air

ACTION: Member Newsom moved to approve Ernest Ongaro & Sons, Inc. dba Ongaro & Sons Plumbing Heating and Air in the amount of \$302,400. Member Hill Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 8 to 0.

Rebecca Bettencourt – aye
Rick Smiles – aye
Gretchen Newsom – aye
Doug Tracy – aye
Mike Hill – aye
Jennifer Fothergill – aye
Derek Kirk – aye
Mike Greenlee – aye

Tab No. 9: General Atomics

Panel commented on how it wasn't apparent that the curriculum was matching the exact needs of the Company and the workers.

Contractor explained that they included LinkedIn courses to supplement what some are already taking while going through their project management curriculum. They also have programs like lean manufacturing and cable manufacturing they'll include in the proposal.

Panel asked about turnover being at 0%.

Contractor shared their turnover rate was under 1%, around .19%.

Panel questioned the breakdown of managers/supervisors.

Contractor explained they have program managers and project managers that don't have direct reports but may oversee a contract.

ACTION: Member Smiles moved to approve General Atomics in the amount of \$358,400. Member Hill Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 8 to 0.

Rebecca Bettencourt – aye
Rick Smiles – aye
Gretchen Newsom – aye
Doug Tracy – aye
Mike Hill – aye
Jennifer Fothergill – aye
Derek Kirk – aye
Mike Greenlee – aye

Tab No. 10: Hi-Temp Insulation, Inc.

Panel asked about wage progression for the workers classified under Production.

Contractor stated that the workers start over minimum wage, and it takes about 6 months to train each one. They are then reviewed in the first 60 days as well as annually.

Panel commented on their prior performance and asked how they'll build confidence to the Panel being able to be more successful.

Contractor shared they had a training department and lost a few people, ending up with just one person. Now, she manages the training department and has a team of 6 and is determined to not fail.

ACTION: Member Newsom moved to approve Hi-Temp Insulation, Inc. in the amount of \$129,360. Member Smiles Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 8 to 0.

Rebecca Bettencourt – aye
Rick Smiles – aye
Gretchen Newsom – aye
Doug Tracy – aye
Mike Hill – aye
Jennifer Fothergill – aye
Derek Kirk – aye
Mike Greenlee – aye

Tab No. 11: Huft Heating and Air Conditioning, Inc. dba Huft Home Services

Panel was concerned over their requested funding amount due to their prior performance and stated it was atypical to have a lower prior performance percentage and come back to Panel for a significantly increased requested amount and felt uncomfortable with the requested amount.

Preeya Campos shared that the person who was in charge of overseeing the last ETP Contract lacked organization and coordination with scheduling and documentation and was no longer with the Company. She became the lead towards the end of the contract, and the remainder went smoothly.

Panel first suggested to right-size the requested funding amount to \$250,000 which would be 80% of the requested amount and based off of their prior performance. Panel then recommended right-sizing to \$270,000, which was their last requested amount.

ACTION: Member Newsom moved to approve Huft Heating and Air Conditioning, Inc. dba Huft Home Services in the right sized amount of up to \$270,000. Member Hill Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 8 to 0.

Rebecca Bettencourt – aye

Rick Smiles – aye

Gretchen Newsom – aye

Doug Tracy – aye

Mike Hill – aye

Jennifer Fothergill – aye

Derek Kirk – aye

Mike Greenlee – aye

Tab No. 12: JLS Environmental Services, Inc.

Panel commented on their turnover rate being at 16%.

Bailey Laundrie shared that last year was an anomaly. They had expanded operations and doing different work including demos and asbestos and were awarded some large projects that required a lot of their workforce. Their plan moving forward is to use a temp agency partner to staff the larger projects, so they can keep their workforce. Bailey also shared that they hire a lot of workers out of high school, and sometimes it works and sometimes it doesn't.

Panel was still concerned over their 16% turnover rate, as they indicated they anticipated to double in size.

Spencer Lowe stated that the two projects were one-time blitzes, since they couldn't sustain the workforce after those projects. He explained that 80% of staff are promoted within on a yearly basis.

ACTION: Member Kirk moved to approve JLS Environmental Services, Inc. in the amount of \$219,240. Member Smiles Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 8 to 0.

Rebecca Bettencourt – aye
Rick Smiles – aye
Gretchen Newsom – aye
Doug Tracy – aye
Mike Hill – aye
Jennifer Fothergill – aye
Derek Kirk – aye
Mike Greenlee – aye

Tab No. 13: Joseph Gallo Cheese Company LP dba Joseph Gallo Farms

Withdrawn

Tab No. 14: Kana Pipeline, Inc.

Panel was concerned about Productive Lab and felt that it was not the right fit as the curriculum looked like a copy and paste of the Commercial Skills.

Contractor shared that Productive Lab was hands-on inside of the trench and was one-on-one training with the trainee and trainer such as putting fittings on pipes and doing the installation of pipelines at the same time as learning.

Panel felt that it sounded more about fixing and placement of the pipe that they're doing side by side with someone and recommended staff to work with Contractor to sharpen the curriculum to better distinguish what was truly Productive Lab versus equipment maneuvering or learning to drive or move a piece of equipment. Panel also recommended adding Productive Lab as a topic for Policy.

Panel questioned the reference that ETP funding was assisting with payroll to some degree.

Contractor stated they didn't have a strong earnings year in 2023 and 2024 and had projected growth that they didn't have, which affected the pool of availability for annual increases, so the ETP funding continued to fund the employee salary increases.

Panel was concerned over the word choice but asked if Contractor meant they had a flat sales year, and because they had ETP funding offsetting training, they were still able to do increases as they normally would.

Contractor confirmed that is what they meant.

ACTION: Member Kirk moved to approve Kana Pipeline, Inc. in the amount of \$173,040. Member Newsom Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 8 to 0.

Rebecca Bettencourt – aye
Rick Smiles – aye
Gretchen Newsom – aye
Doug Tracy – aye
Mike Hill – aye
Jennifer Fothergill – aye
Derek Kirk – aye
Mike Greenlee – aye

Tab No. 15: Keysight Technologies, Inc.

Panel acknowledged Keysight being a significant part of California's semiconductor ecosystem.

ACTION: Member Kirk moved to approve Keysight Technologies, Inc. in the amount of \$599,200. Member Newsom Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 8 to 0.

Rebecca Bettencourt – aye
Rick Smiles – aye
Gretchen Newsom – aye
Doug Tracy – aye
Mike Hill – aye
Jennifer Fothergill – aye
Derek Kirk – aye
Mike Greenlee – aye

Tab No. 16: Lancaster Hospital Corporation dba Palmdale Regional Medical Center

Panel had questions about wage progression for Job Number 3 for CNAs seeing that the wage range was \$21.00-\$31.11, but all 62 were stuck in the middle column of \$20.01-\$25.00. Panel asked how and when they are able to progress.

Casey Barbiera stated that annually, the CNAs get a merit increase. In addition, the Hospital does market analysis to see how they can increase the salary wages for these critical employees.

Panel confirmed that over the course of the two-year contract that they can anticipate the CNAs' wages progressing towards the third column of \$25.01 per hour.

Casey Barbiera anticipated them to increase to that level.

Panel commented on their turnover rate being at 12% and in the proposal, how they stated the Hospital is dedicated to growth, advancement, and implementing workplace initiatives.

Casey Barbiera shared they recently started a watchmen program and open-heart program. Additionally, most of their recruitment of RNs are new graduates, and they allow them to start in the area of specialty they are passionate about.

ACTION: Member Smiles moved to approve Lancaster Hospital Corporation dba Palmdale Regional Medical Center in the amount of \$560,000. Member Greenlee Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 8 to 0.

Rebecca Bettencourt – aye

Rick Smiles – aye

Gretchen Newsom – aye

Doug Tracy – aye

Mike Hill – aye

Jennifer Fothergill – aye

Derek Kirk – aye

Mike Greenlee – aye

Tab No. 17: O'Neill Beverages Co. LLC dba O'Neill Vintners & Distillers

Panel desired the post-retention wage for Job Numbers 1 and 2 to be increased to \$20.00 an hour.

Emily Rutter stated they are focused on paying living wages and family wages and are continually evaluating their wage rates. They are dedicated to evolving them as they make their way through this next contract cycle.

Panel asked if they are okay with the increase of wages.

Emily Rutter agreed.

ACTION: Member Kirk moved to approve O'Neill Beverages Co. LLC dba O'Neill Vintners & Distillers in the amount of \$296,100 with the caveat that the post-retention wage for Job Numbers 1 and 2 will move from \$19.00 to \$20.00 an hour. Member Smiles Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 8 to 0.

Rebecca Bettencourt – aye
Rick Smiles – aye
Gretchen Newsom – aye
Doug Tracy – aye
Mike Hill – aye
Jennifer Fothergill – aye
Derek Kirk – aye
Mike Greenlee – aye

Tab No. 18: Producers Dairy Foods, Inc.

Panel desired moving the post-retention wage from \$19.00 to \$20.00 an hour for Job Number 2.

Tatiana Costa shared their fiscal year ended September 30th, and they just had a 3% increase which wouldn't have been included in the listed wages, and they've done a 3% increase every year since 2015.

Panel confirmed by the end of the two-year contract, they'd be over \$20.00 an hour.

Panel asked for elaboration on their turnover rate being at 13% which is below the national average in manufacturing and how they'll plan to retain their workforce and stay below the average.

Tatiana Costa explained that they enhanced their hiring and onboarding as well as engaged in quarterly town halls meeting with team members and seeing what they're missing and what they should implement.

Panel brought up the out-of-state subcontractor and how that occurred.

The subcontractor stated they've been working with ETP for 30 years.

ACTION: Member Newsom moved to approve Producers Dairy Foods, Inc. in the amount of \$598,752 with the caveat the post retention wage for Job Number 2 will move from \$19.00 to \$20.00 an hour. Member Hill Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 8 to 0.

Rebecca Bettencourt – aye
Rick Smiles – aye
Gretchen Newsom – aye
Doug Tracy – aye
Mike Hill – aye
Jennifer Fothergill – aye
Derek Kirk – aye

Mike Greenlee – aye

Tab No. 19: Rockview Dairies, Inc. dba Rockview Farms

ACTION: Member Smiles moved to approve Rockview Dairies, Inc. dba Rockview Farms in the amount of \$171,080. Member Newsom Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 8 to 0.

Rebecca Bettencourt – aye

Rick Smiles – aye

Gretchen Newsom – aye

Doug Tracy – aye

Mike Hill – aye

Jennifer Fothergill – aye

Derek Kirk – aye

Mike Greenlee – aye

Tab No. 20: Rudolph and Sletten, Inc.

Panel asked about the Company's audit finding in a previous contract and how they'll work to ensure these findings never happen again.

Contractor explained the audit finding was for \$720. One person participated in training and then left the Company, and they didn't catch it. They now have a learning management system that will catch that. Contractor also shared the other person was a Vice President, and they have removed Vice Presidents and Directors in this proposal.

ACTION: Member Newsom moved to approve Rudolph and Sletten, Inc. in the amount of \$127,512. Member Smiles Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 8 to 0.

Rebecca Bettencourt – aye

Rick Smiles – aye

Gretchen Newsom – aye

Doug Tracy – aye

Mike Hill – aye

Jennifer Fothergill – aye

Derek Kirk – aye

Mike Greenlee – aye

Tab No. 21: Sturgeon Services International, Inc.

Panel commented on the two wage modifications the Company was seeking which was lowering the wage of construction workers down to \$20.00 per hour.

Dixie Hernandez stated it was worded incorrectly.

Panel shared that since they are a priority industry, it's typical to see the wage modification from \$42.83 to \$32.12 per hour, but there's an additional wage modification, because they're in a HUA, which is requesting down to \$20.00 per hour for 51 trainees.

Speaker explained that the roustabouts come in at \$20.00 per hour but move up to \$21.50 per hour after a 60-day training.

Panel questioned the Company's turnover rate being at 12% and what they have in place to create career pathways to support internal promotions and reduce the turnover rate.

Dixie Hernandez acknowledged the turnover rate has been high and was based on external challenges of their industry. She shared they have diversified their business quite a bit over the last two years, which she feels has stabilized their workforce and provided more security. They also offer certifications.

Panel inquired about the fact their contract was right-sized last time due to issues around business and lack of demand, and how they're confident they'll be able to achieve it this time.

Dixie Hernandez explained that in the past, there was less opportunity to focus on tracking and the uncertainty of what they needed to provide training for, but now with the diversification of jobs, they'll make sure employees are properly trained and certified. Dixie also shared that safety and HR will work closely together to make sure the training is focused on individual progression and long-term goals.

ACTION: Member Newsom moved to approve Sturgeon Services International, Inc. in the amount of \$116,928 with the caveat the post retention wage moves from \$20.00 to \$21.50 an hour. Member Hill Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 8 to 0.

Rebecca Bettencourt – aye

Rick Smiles – aye

Gretchen Newsom – aye

Doug Tracy – aye

Mike Hill – aye

Jennifer Fothergill – aye

Derek Kirk – aye

Mike Greenlee – aye

Tab No. 22: The Wonderful Company LLC dba The Wonderful Company

Panel commented that the Company had multiple different contracts under different kinds of components under the same company per say, which felt like coming multiple times to

get funding. Panel stated it might be a matter for a future Policy meeting but asked for elaboration on how this contract is different.

Kimberley Fernandes confirmed that they are separate contracts and are independent legal entities and businesses that support different workforces. The current proposal was for their water, wine, and corporate employees.

Panel asked how they're working to get to 100% after previously not getting 100%.

Kimberley Fernandes shared she was new to the ETP process when they entered the last contract and were working independently, versus having a subcontractor previously. She now has her colleague Rachel Parsons who is dedicated to managing the contract and working with their newly implemented LMS.

Panel questioned their occupations and whether any of the training was for production frontline team members.

Kimberley Fernandes said under their water and wine businesses, they are supporting their production employees.

Panel asked which occupation they were under.

Kimberley Fernandes stated they were under Admin Support Staff Coordinators.

Panel questioned how soon the workers that were producing the value and product would move from the second column of \$20.01-\$25.00 to the third column of \$25.01 and over.

Kimberley said it was a huge focus for them, and they recently hired a new President of Wine so essentially creating a new business with their three wineries. They have created a career progression framework that will support wage progression and upskilling.

Panel suggested seeing the production workers separated out in future contracts.

Panel had concerns over the Company's previous contract not being at 100% and coming back asking for more and proposed right-sizing the contract to the last fully achieved amount plus a little more, recommending up to \$155,000.

Kimberley Fernandes stated their team and her talked at lengths about this internally, and they've doubled their eligible employee group and have put other internal processes and structures in place to achieve the full amount.

Panel pointed out how they have 625 estimated trainees with a weighted average of 12 hours of training and asked what type of training they are focused on.

Kimberley Fernandes shared they regularly do a learning needs assessment and spend a lot of time to make sure the training is more tailored to emerging needs.

Panel asked what the production workers are being trained on.

Kimberley Fernandes shared that some of it is fundamentals and depending on where the worker is in their career. On the wine side, there are topics relating to inventory management and control. They are also focusing training on soft skills such as teamwork, conflict resolution, communication, etc.

Panel proposed right-sizing the funding amount to up to \$172,040.

Kimberley Fernandes was okay with that.

ACTION: Member Kirk moved to approve The Wonderful Company LLC dba The Wonderful Company in the right-sized amount of up to \$172,040. Member Newsom Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 8 to 0.

Rebecca Bettencourt – aye

Rick Smiles – aye

Gretchen Newsom – aye

Doug Tracy – aye

Mike Hill – aye

Jennifer Fothergill – aye

Derek Kirk – aye

Mike Greenlee – aye

Tab No. 23: Villara Corporation dba Villara Building Systems

Panel questioned the Company's 16% turnover rate.

Jessica Buller explained that their turnover rate was primarily driven by economic factors such as high housing costs and market slowdown, which reduced the demand of HVAC plumbing and solar and caused fluctuations of temporary layoffs during slow periods. To negate this, they expanded their home service and commercial areas.

Additionally, Jessica Buller shared that ETP funding enabled them to provide targeted training which helps employees build skills, transition into different trades, and remain employed in areas where work is available. They also prioritized rehiring the most recent layoffs.

Panel questioned the Company requesting a significant amount of Productive Lab when they're not producing a manufactured product.

Jessica Buller stated workers are producing in the field with an ALP coach and working hand-in-hand. The reason they are requesting so many hours is the employees are taking so many classes, such as an in-house class and then a lab in the field in real time. She shared they are very diligent and ensure the hours are dedicated to Productive Lab.

ACTION: Member Kirk moved to approve Villara Corporation dba Villara Building Systems in the amount of \$283,360. Member Greenlee Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 8 to 0.

Rebecca Bettencourt – aye
Rick Smiles – aye
Gretchen Newsom – aye
Doug Tracy – aye
Mike Hill – aye
Jennifer Fothergill – aye
Derek Kirk – aye
Mike Greenlee – aye

Multiple Employer Contracts

Tab No. 24: Butte-Glenn Community College District

Member Newsom recused herself.

Panel was curious with TWI and whether they were going for the Institute or developing JI and teaching certified that way.

Contractor shared similarly to their journey with ETP, they had 5 employers in their ETP13 Contract, mostly manufacturers, that said they needed a TWI expert on their staff, so they made the investment in certification of trainers.

ACTION: Member Smiles moved to approve Butte-Glenn Community College District in the amount of \$849,999. Member Greenlee Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 7 to 0.

Rebecca Bettencourt – aye
Rick Smiles – aye
Gretchen Newsom – recused
Doug Tracy – aye
Mike Hill – aye
Jennifer Fothergill – aye
Derek Kirk – aye
Mike Greenlee – aye

Tab No. 25: Cerritos Community College District

Panel appreciated the value of training they're providing as a public community college, which is resulting in certifications and the advancement of the workforce. They also appreciated them tracking wage progression.

ACTION: Member Newsom moved to approve Cerritos Community College District in the amount of \$849,195. Member Smiles Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 8 to 0.

Rebecca Bettencourt – aye
Rick Smiles – aye
Gretchen Newsom – aye
Doug Tracy – aye
Mike Hill – aye
Jennifer Fothergill – aye
Derek Kirk – aye
Mike Greenlee – aye

Tab No. 26: IPC International, Inc. dba Global Electronics Association

Panel had concerns over the curriculum and the value of training for both the employer and employee by asking for 70% of training offered via CBT and 30% via e-learning.

Victoria Hawkins stated their member companies specifically requested flexible, scalable, and high-quality online learning that met the realities of modern manufacturing. She also shared the training is structured like college courses and taught by industry-recognized experts who have authored many of the global IPC standards used by California manufacturers.

Panel was curious how many hours were computer-based versus class-based.

Victoria Hawkins answered that it depends.

Panel asked if the trainees are employed.

Victoria Hawkins confirmed they were.

Panel asked whether there are certifications as well as the training.

Victoria Hawkins explained there are. Once the clinic trainings have been completed, trainees can apply to be certified, and depending on the certification, could cost \$1,200-\$5,000.

Panel was curious how they heard about ETP.

Victoria Hawkins answered that they host an annual trade show that brings in nearly 10,000 people to Southern California, and ETP had approached them. She also addressed the concern about them being headquartered outside of California, and stated they have a considerable presence and influence in California with many members in California such as Google, Amazon, Apple, Intel, Oracle, etc. She added their Board Chairman is the CEO of TTM Technologies in California, and their lead PCB instructor also lives in California.

Panel commended her on doing an outstanding job and that for future contracts, would like her to be able to explain how many workers they trained that were then adopted to go and get their certifications through their employer versus having to do it themselves.

Dr. Grimes announced Member Smiles had to leave the Panel meeting.

ACTION: Member Kirk moved to approve IPC International, Inc. dba Global Electronics Association in the amount of \$295,372. Member Newsom Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 7 to 0.

Rebecca Bettencourt – aye

Gretchen Newsom – aye

Doug Tracy – aye

Mike Hill – aye

Jennifer Fothergill – aye

Derek Kirk – aye

Mike Greenlee – aye

Tab No. 27: SOMA AEC, Inc. dba Oxman College

Panel was concerned over funding a for-profit, private college that had a very significant per-worker cost and struggled with the optics of how they were presenting themselves and the true value of the workers undertaking the coursework and whether or not they'd proceed forward in their careers. Panel was additionally concerned over their performance fact sheet from the Bureau of Private Post-Secondary Education, with all their statistics being at 0.

Contractor stated they have another website with all the numbers which are correct, and there may have been some administrative errors.

Panel brought up an additional concern over their cost per trainee being between \$3,000-\$4,700.

Contractor stated they don't charge people under the ETP Contracts, and the cost is for separate programs.

Panel asked Staff for clarification on how the average cost per trainee is calculated.

Heather Miguel explained that the weighted average of hours is calculated based on reimbursement rate, and the average number of hours the Contractor is telling them the trainees will receive, so it has nothing to do with how much people are getting charged.

Panel continued to have concerns over them being a for-profit, private college that is pseudo-specializing in nursing, then CAD, then building and engineering. Panel additionally had concerns over their website and how they were able to click on a random module and download the PDF with the full curriculum and draft test, which did not seem like quality training and more self-taught training.

Contractor shared they do a lot of hands-on training with the instructor-to-student ratio depending on the needs of the particular facility.

Panel changed topics to wages, and had concerns over the Certified Nursing Assistants having a minimum wage starting at \$17.67 per hour with healthcare benefits to meet the post-retention wage.

Contractor shared they always want to increase the wages and were able to.

Panel proposed that for Jobs 3 and 4, the post-retention wage for Certified Nursing Assistants be raised from \$17.67 per hour to \$22.50 per hour with healthcare benefits.

ACTION: Member Kirk moved to approve SOMA AEC, Inc. dba Oxman College in the amount of \$745,156 with the caveat the post-retention wage for Certified Nursing Assistants for Job Numbers 3 and 4 would move to \$22.50 per hour including health benefits. Member Hill Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 6 to 1.

Rebecca Bettencourt – aye
Gretchen Newsom – nay
Doug Tracy – aye
Mike Hill – aye
Jennifer Fothergill – aye
Derek Kirk – aye
Mike Greenlee – aye

Tab No. 28: Tulare Joint Union High School District dba Tulare Adult School

Panel asked if they were a public training facility.

Contractor confirmed they were and that they are accredited.

Panel had questions about the range of training hours being from 8-750.

Jana Lazarewicz explained that they were a part of the CNA to LVN program, and trainees were allowed to go up to 750 hours. The total program is around 1400-1500 hours, but ETP funds just the backend, so the trainees are already halfway through the program.

ACTION: Member Kirk moved to approve Tulare Joint Union High School District dba Tulare Adult School in the amount of \$119,800. Member Newsom Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 7 to 0.

Rebecca Bettencourt – aye
Gretchen Newsom – aye
Doug Tracy – aye
Mike Hill – aye
Jennifer Fothergill – aye
Derek Kirk – aye
Mike Greenlee – aye

Tab No. 29: Valley Contractors Exchange

Withdrawn

Amendments

Tab No. 30: Snak King LLC

Panel didn't like the idea of approving an out-of-state vendor after the training has already occurred and requested staff to remind all contractors moving forward not to do that.

Heather Miguel explained that the point was fair, but with the out-of-state vendor being a fairly new process, the project management team sometimes discovers it during the monitoring portion of the contract, but moving forward, will ensure to ask about potential out-of-state training vendors at every contractor meeting before training has occurred.

Contractor explained although WLS is out-of-state, their training consultant is in California, and she chose them, because they were very hands-on and emotionally connected to the culture. Contractor shared that their injury frequency was very high and knew something had to change. Now, their employees are extremely engaged and they went from two injuries a month to under one. They also went from training employees monthly to training employees daily in safety.

Contractor additionally shared that they recently hired an EH&S Director and are getting ready to hire an EH&S Manager, and will soon do everything in-house.

Panel asked whether the machinery used for performance optimization training was purchased out-of-state.

Contractor shared that he was unsure where it was purchased, but no new equipment was purchased. It was equipment that they already had.

ACTION: Member Kirk moved to approve the request for an amendment by Snak King LLC as presented. Member Newsom Seconded. All Panel Members present voted in the affirmative for approval of the amendment as moved.

Motion carried by roll call vote, 7 to 0.

Rebecca Bettencourt – aye
Gretchen Newsom – aye
Doug Tracy – aye
Mike Hill – aye
Jennifer Fothergill – aye
Derek Kirk – aye
Mike Greenlee – aye

PRESENTATIONS

Assignment of Contract Presentation given by Jana Lazarewicz

Update on Workforce Literacy Presentation given by Ilya Launitz

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

Panel requested topics for a future Policy meeting to include affiliates, Productive Lab, as well as out-of-state vendors.

Additionally, Panel proposed forming a subcommittee that would be comprised of three panel members to look at the equity of apprenticeship funding and to come up with a phased approach and for any Panel member who was interested to email Dr. Grimes by November 3rd.

PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA

No comments.

MEETING ADJOURNMENT

Chair Bettencourt asked for motion to adjourn the Panel meeting.

ACTION: Member Newsom moved to adjourn the Panel meeting. Member Hill Seconded. All Panel Members present voted in the affirmative to adjourn the Panel meeting as moved.

Motion carried by roll call vote, 7 to 0.

Rebecca Bettencourt – aye

Gretchen Newsom – aye

Doug Tracy – aye

Mike Hill – aye

Jennifer Fothergill – aye

Derek Kirk – aye

Mike Greenlee – aye

Chair Bettencourt Adjourned the meeting at 1:08 p.m.