



## Employment Training Panel

### STATE OF CALIFORNIA EMPLOYMENT TRAINING PANEL Friday, December 12, 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

**STATE OF CALIFORNIA  
EMPLOYMENT TRAINING PANEL  
May Lee State Office Complex Auditorium  
651 Bannon Street  
Sacramento, California 95811  
Friday, December 12, 2025**

**CALL TO ORDER BY CHAIR BETTENCOURT**

Chair Bettencourt called the meeting to order at 9:32 a.m.

**ROLL CALL**

Present:

Rebecca Bettencourt  
Rick Smiles  
Gretchen Newsom  
Michael Hill  
Jennifer Fothergill

Not Present:

Douglas Tracy  
Derek Kirk  
Mike Greenlee

Executive Staff Present:

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

**ACTION TO APPROVE DECEMBER PANEL MEETING AGENDA**

The December Panel Meeting Agenda was reviewed.

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

Motion carried by roll call vote, 5 to 0.

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

## **ACTION TO APPROVE OCTOBER 2025 PANEL MEETING MINUTES**

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

Panel made a correction on page 22 in the final action item for SOMA that the final sentence should read “Panel members voted in the affirmative for approval as moved.”

**ACTION:** Member Newsom moved to approve of the October 2025 Panel Meeting Minutes with the correction of page 22. Member Smiles Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 5 to 0.

Rebecca Bettencourt – aye

Rick Smiles – aye

Gretchen Newsom – aye

Mike Hill – aye

Jennifer Fothergill – aye

## **EXECUTIVE REPORT**

Good morning, and happy Friday to everyone! I hope all of you are staying healthy and warm in this blistering, cold weather.

Today is our fifth panel meeting of the 2025–26 fiscal year, and we have 53 proposals, which is very exciting. Given the longer agenda, I would like to request that we lean into that holiday spirit of kindness, and whenever possible, that we practice smart brevity. Conciseness does not obstruct our ability to pursue our collective, noble purpose: to advance workforce training across California.

As mentioned in previous panel meetings, the \$7.5 million in funding for SEED 3 (Social Entrepreneurs for Economic Development) is on track to launch in early 2026. The first rounds of SEED funding were successful, and we hope to continue building on that success. Stay tuned for more updates.

### **Proposal Highlights**

Now, for this panel, we have 2 amendments and 53 proposals submitted for review. If approved, ETP will disburse approximately \$15.8 million dollars:

- 32% are from new contractors;
- 68% are from repeat contractors;
- 43% fall within the priority industry sector of manufacturing;
- 30% represent small businesses; and
- 19% originate from High Unemployment Areas.

The proposals will be presented for review and action by Jana Lazarewicz, Heather Miguel and Willie Atkinson.

## INFORMATION TECHNOLOGY UPDATE

### Auto Save

- We are now automatically saving Panel Proposals in our CalEForce System which marks the final step in our efficiency improvements for this particular document.
  - The system now generates the export proposal document and automatically saves it for our customers to access directly, which saves time and confusion on having to send the document back and forth.
  - In 2026, we will extend this functionality to all other documents, such as monitoring reports, revisions, etc.

### Reminder/Update

- We have added new language to our Terms and Conditions in CalEForce regarding current-year and next-year applications. Specifically, applications will **not** roll over into the next fiscal year. Applicants must reapply under the newly adopted Funding Strategies.
- Additionally, any application that remains “In Draft” for 90 days will be inactivated.
- These updates ensure that we do not hold applications indefinitely, give applicants a fresh opportunity to update their information based on the priorities of the upcoming year, and keep us aligned with our records retention policies.

## REPORT OF THE CHIEF DEPUTY DIRECTOR

Jana Lazarewicz, Chief of Program Operations, presented the report of the Chief Deputy Director.

### Regarding Funding

- Today’s Panel Meeting is for approximately \$15.8 million dollars.
  - That includes 8 approved delegation orders for a total of \$474,460.
- Delegation Orders are Proposals capped at \$75,000 and approved under delegated authority by the Director on a continuous flow basis.
- 32% of the proposals come from contractors that are new to ETP.
- If all the proposals scheduled for today’s Panel meeting are approved, the Panel will fund 53 projects for a total of \$15,852,708.

### Regarding Demand

We have 220 applications in demand:

- 106 applications are currently in development.
- 21 applications are in eligibility review.
- 93 submitted applications are pending review.

## **Regarding Allocations**

Including today's proposals, we will have approved 199 contracts for a total of \$60.2 million, which is 59% of the total allocation for 2025-26 fiscal year. Together, these proposals are projected to train 54,541 workers in various industries across California.

## **POLICY COMMITTEE REPORT**

There were two quick Policy Manager updates. First on the ongoing revisions to the MEC application, and second on the next phase of our review for program guidelines, followed by a discussion on the Medical Skills guidelines.

Committee proposed some edits to these guidelines which will return to the next Policy Committee meeting for finalization.

There was also a discussion topic on ETP's delivery method names and if they should be revised.

Committee took no action and recommended no action in changing the names at this point.

There were also two action items. First, to approve moving recent edits to the CNA to LVN guidelines to full Panel approval, and second to approve some changes to the participating employer demand list Form 100B.

## **ACTION ON PROPOSALS**

### **Single Employer Contracts**

#### **Tab No. 1: 10X Genomics, Inc.**

Panel commented on their 14% turnover rate and asked whether it was normal within their industry or whether there were changes that happened that caused the turnover rate.

Contractor explained that their turnover rate was caused by changes in administration with a lack of funding to a lot of academic institutions that rely on their products, which resulted in them having to reduce their headcount.

Contractor also stated that the implementation of tariffs caused issues as they have an operations building in Singapore where a lot of their product was shipped to.

Panel acknowledged that a lot of things happened within their business during Contractor's last contract and asked how they will set themselves up to be successful this time around.

Contractor shared that during their last contract, they had a team of two including their LND Manager and LND Specialist, and now, they have a team of four, which includes their VP of HR to help them plan the trainings throughout the 2026 year. There is also a team of three that will be managing the ETP site, such as inputting hours and potentially reusing Excel and Docusign.

Panel inquired whether Docusign would be their alternate recordkeeping method.

Heather Miguel stated alternate recordkeeping methods were not necessarily learning management systems; typically it is a hybrid, and each instance is looked at individually by the Company and should be vetted from staff.

Panel instructed Contractor to make sure if there were any changes with their alternate recordkeeping methods, to inform staff.

**ACTION:** Member Smiles moved to approve 10X Genomics, Inc. in the amount of \$97,440. Member Hill Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 5 to 0.

Rebecca Bettencourt – aye

Rick Smiles – aye

Gretchen Newsom – aye

Mike Hill – aye

Jennifer Fothergill – aye

#### **Tab No. 2: Alliance Environmental Holdings, LLC**

Panel had a question regarding Contractor's subcontractor, Training Funding Source, and the percentage of the earned amount they'd earn under Administrative.

Contractor said 13%.

Panel had concerns over previous audit findings.

Contractor explained they have a team of individuals that will help with the recordkeeping and monitoring of training, and it all goes through her. She also shared they just had a 99% success rate, which showed it worked.

**ACTION:** Member Newsom moved to approve Alliance Environmental Holdings, LLC in the amount of \$432,600. Member Smiles Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 5 to 0.

Rebecca Bettencourt – aye

Rick Smiles – aye

Gretchen Newsom – aye

Mike Hill – aye

Jennifer Fothergill – aye

#### **Tab No. 3: Alpha Mechanical, LLC**

Panel asked whether they are utilizing apprentices.

Jordyn Eidsmoe said they are using some.

**ACTION:** Member Smiles moved to approve Alpha Mechanical, LLC in the amount of \$157,724. Member Hill Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 5 to 0.

Rebecca Bettencourt – aye

Rick Smiles – aye

Gretchen Newsom – aye

Mike Hill – aye

Jennifer Fothergill – aye

#### **Tab No. 4: Aspen Neuroscience, Inc.**

Panel inquired about Contractor's training vendor, Hands On LLC, and how their training would be specific to their needs.

Contractor shared that it is so much easier with a vendor that understood their industry, and that Hands On have proven themselves in their field.

**ACTION:** Member Smiles moved to approve Aspen Neuroscience, Inc. in the amount of \$190,400. Member Newsom Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 5 to 0.

Rebecca Bettencourt – aye

Rick Smiles – aye

Gretchen Newsom – aye

Mike Hill – aye

Jennifer Fothergill – aye

#### **Tab No. 5: Bandy Manufacturing, LLC**

**ACTION:** Member Smiles moved to approve Bandy Manufacturing, LLC in the amount of \$106,400. Member Hill Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 5 to 0.

Rebecca Bettencourt – aye

Rick Smiles – aye

Gretchen Newsom – aye

Mike Hill – aye

Jennifer Fothergill – aye

## **Tab No. 6: CHLB, LLC dba College Medical Center**

Panel appreciated their high wages.

**ACTION:** Member Newsom moved to approve CHLB, LLC dba College Medical Center in the amount of \$596,136. Member Smiles Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 5 to 0.

Rebecca Bettencourt – aye

Rick Smiles – aye

Gretchen Newsom – aye

Mike Hill – aye

Jennifer Fothergill – aye

## **Tab No. 7: Cicon Engineering, Inc.**

Panel appreciated that under Wage Progression, Contractor had included the notion that all of their supervisors and managers first started off as technicians and asked specifically for the Production Technician occupation, how and when they would move from the second column of \$20.01-\$25.00 beyond \$25.00.

Dara Kolahi shared that since their last application, they revamped their performance evaluation process which is a clearer pay-for-skills system. Their evaluation has 80 different metrics. Dara also stated that the average raise given this year was 5.5%. Lastly, Dara shared that their turnover fell to 11% from 16%.

Panel had questions about how the proposal would help with retention.

Dara Kolahi believed that the more confidence their trainees have in their skills, the higher they'll go, and explained that aside from technical training, trainees would also be trained on how to work with a team, how to become self-efficient, etc.

Panel questioned the sizable jump of requested funding and asked what the driver was.

Dara Kolahi shared that last time was their first contract, and they had a hard time filling out the paperwork, in fact, a lot of stuff wasn't even recorded, about 20%. They also have a new ERP system and million dollar machinery they need to get trained on, in addition to AS9100.

**ACTION:** Member Smiles moved to approve Cicon Engineering, Inc. in the amount of \$478,800. Member Newsom Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 5 to 0.

Rebecca Bettencourt – aye

Rick Smiles – aye  
Gretchen Newsom – aye  
Mike Hill – aye  
Jennifer Fothergill – aye

**Tab No. 8: Clarke & Rush Mechanical, Inc. dba Clarke & Rush Plumbing Heating and Air Conditioning**

Panel brought up the fact that they were coming in at \$280,000 and last time hit \$216,000 and asked how they'll be successful with that extra funding.

Nawid Popal shared they have trained two additional trainers as well as gotten a new scheduling software. Additionally, they have loaded their training for the offseason.

**ACTION:** Member Newsom moved to approve Clarke & Rush Mechanical, Inc. dba Clarke & Rush Plumbing Heating and Air Conditioning in the amount of \$280,000. Member Smiles Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 5 to 0.

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

**Tab No. 9: Commercial Casework Incorporated**

**ACTION:** Member Newsom moved to approve Commercial Casework Incorporated in the amount of \$274,820. Member Smiles Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 5 to 0.

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

**Tab No. 10: Decore-ative Specialties**

Panel noticed Contractor has had multiple ETP Contracts but hasn't been back in over five years, so was curious why.

Marcos Arroyo shared that in the last five years, there have been major changes in the Company such as the purchase of 20 different pieces of new equipment which requires a

new skillset.

**ACTION:** Member Smiles moved to approve Decore-ative Specialties in the amount of \$130,200. Member Hill Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 5 to 0.

Rebecca Bettencourt – aye

Rick Smiles – aye

Gretchen Newsom – aye

Mike Hill – aye

Jennifer Fothergill – aye

#### **Tab No. 11: El Clasificado dba El Clasificado / EC Hispanic Media**

Panel questioned their prior performance and the fact that the proposal had been rightsized and wanted more elaboration on the reason.

Rosa Chang shared that their performance was impacted, especially by the Altadena fire, as they had some employees that either had to evacuate, lost their properties, or had to take care of loved ones. She also explained that their main competitor, El Aviso, went out of business, so they had to shift resources from training to marketing and sales.

Panel asked whether their turnover was affected by the fires.

Rosa Chang stated they had to be flexible, such as people not being able to come into work.

With the impact from the fires and Contractor's performance being affected from something out of their control, as well as previous performances being at 100%, Panel proposed giving them the funding they came in for, which was \$133,000.

**ACTION:** Member Newsom moved to approve El Clasificado dba El Clasificado / EC Hispanic Media in the revised amount of up to \$133,000. Member Smiles Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 5 to 0.

Rebecca Bettencourt – aye

Rick Smiles – aye

Gretchen Newsom – aye

Mike Hill – aye

Jennifer Fothergill – aye

### **Tab No. 12: Engeo Incorporated**

**ACTION:** Member Newsom moved to approve Engeo Incorporated in the amount of \$198,940. Member Smiles Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 5 to 0.

Rebecca Bettencourt – aye

Rick Smiles – aye

Gretchen Newsom – aye

Mike Hill – aye

Jennifer Fothergill – aye

### **Tab No. 13: Four Seasons Healthcare & Wellness Center, LP dba Four Seasons Healthcare**

**ACTION:** Member Smiles moved to approve Four Seasons Healthcare & Wellness Center, LP dba Four Seasons Healthcare in the amount of \$592,620. Member Hill Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 5 to 0.

Rebecca Bettencourt – aye

Rick Smiles – aye

Gretchen Newsom – aye

Mike Hill – aye

Jennifer Fothergill – aye

### **Tab No. 14: Hanalei Holdings LLC dba Bridgeview Post Acute**

Panel questioned the multiple wage reduction requests and asked for elaboration on the eight employees and when they would anticipate receiving the training and having their wages progress upward.

Samantha Carson shared the training would start immediately, and that they do progressive evaluations to see about increasing the wages at the facility.

**ACTION:** Member Smiles moved to approve Hanalei Holdings LLC dba Bridgeview Post Acute in the amount of \$177,800. Member Hill Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 5 to 0.

Rebecca Bettencourt – aye

Rick Smiles – aye

Gretchen Newsom – aye

Mike Hill – aye

Jennifer Fothergill – aye

**Tab No. 15: Homebridge, Inc.**

**ACTION:** Member Smiles moved to approve Homebridge, Inc. in the amount of \$268,800. Member Hill Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 5 to 0.

Rebecca Bettencourt – aye

Rick Smiles – aye

Gretchen Newsom – aye

Mike Hill – aye

Jennifer Fothergill – aye

**Tab No. 16: HUB International Insurance Services Inc.**

**ACTION:** Member Newsom moved to approve HUB International Insurance Services Inc. in the amount of \$449,280. Member Smiles Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 5 to 0.

Rebecca Bettencourt – aye

Rick Smiles – aye

Gretchen Newsom – aye

Mike Hill – aye

Jennifer Fothergill – aye

**Tab No. 17: James Caccia Plumbing, Inc. dba Caccia Home Services**

**ACTION:** Member Smiles moved to approve James Caccia Plumbing, Inc. dba Caccia Home Services in the amount of \$182,000. Member Hill Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 5 to 0.

Rebecca Bettencourt – aye

Rick Smiles – aye

Gretchen Newsom – aye

Mike Hill – aye

Jennifer Fothergill – aye

**Tab No. 18: JBR, Inc. dba San Francisco Bay Coffee**

**ACTION:** Member Newsom moved to approve JBR, Inc. dba San Francisco Bay Coffee in the amount of \$351,288. Member Smiles Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 5 to 0.

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

**Tab No. 19: Joseph Gallo Cheese Company LP dba Joseph Gallo Farms**

Panel had concerns over a significant number of employees being listed in the column of being compensated less than \$20.00 and wanted elaboration on the hopes they have in progressing those wages.

Jennifer Cargill explained that \$18.50 was their starting rate for a variety of different positions and as people start, finish 90 days, and get various position specific training and/or certifications, they would progress within those wages relatively quickly.

Panel pointed out the 12% turnover rate and inquired about how the proposed training plan would help reduce that and contribute to retention.

Jennifer Cargill shared that their average retention was about 12 years of service. She also stated that their turnover rate being at 12% was significantly less than the national average for manufacturing and 24/7 manufacturing in particular. She explained that most of their turnover was due to being a 24/7 facility and not offering Monday through Friday day shifts, so some employees had a hard time adjusting to the schedule associated with manufacturing. She believed having better onboarding programs and recruiting/training programs would help reduce the turnover.

Panel brought up their use of an out-of-state vendor and asked for elaboration on their relationship with them.

Jennifer Cargill explained that they've had a business relationship with them ever since they started at ETP as well as at her previous job, and the vendor had recently relocated out-of-state.

**ACTION:** Member Smiles moved to approve Joseph Gallo Cheese Company LP dba Joseph Gallo Farms in the amount of \$512,960. Member Hill Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 5 to 0.

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

**Tab No. 20: Kratos Unmanned Aerial Systems, Inc.**

**ACTION:** Member Newsom moved to approve Kratos Unmanned Aerial Systems, Inc. in the amount of \$350,700. Member Smiles Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 5 to 0.

Rebecca Bettencourt – aye

Rick Smiles – aye

Gretchen Newsom – aye

Mike Hill – aye

Jennifer Fothergill – aye

**Tab No. 21: Kyverna Therapeutics, Inc.**

Panel asked for elaboration regarding Hands On LLC and how they're being very specific with the type of training they're providing the Company.

Cara Bauer explained that Hands On has a lot of experience in biotech, and some of the skills Kyverna need to bring to their organization are quite niche as they move from a development stage to a commercial stage. She also shared that several employees have worked with them in the past and recommended Hands On.

**ACTION:** Member Smiles moved to approve Kyverna Therapeutics, Inc. in the amount of \$154,000. Member Hill Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 5 to 0.

Rebecca Bettencourt – aye

Rick Smiles – aye

Gretchen Newsom – aye

Mike Hill – aye

Jennifer Fothergill – aye

**Tab No. 22: Lawrence Equipment, Inc.**

**ACTION:** Member Newsom moved to approve Lawrence Equipment, Inc. in the amount of \$477,988. Member Smiles Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 5 to 0.

Rebecca Bettencourt – aye

Rick Smiles – aye

Gretchen Newsom – aye

Mike Hill – aye

Jennifer Fothergill – aye

**Tab No. 23: Monogram Aerospace Fasteners, Inc.**

**ACTION:** Member Smiles moved to approve Monogram Aerospace Fasteners, Inc. in the amount of \$426,384. Member Hill Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 5 to 0.

Rebecca Bettencourt – aye

Rick Smiles – aye

Gretchen Newsom – aye

Mike Hill – aye

Jennifer Fothergill – aye

**Tab No. 24: Movement For Life, Inc.**

Panel was concerned how Contractor previously requested approximately \$200,000 and had an 84% performance rate which was low and asked how they'll reach 100%.

Anny Henry shared that last time, they had a smaller workforce that was eligible for training, and this time, they are eligible for more employees. They also hired a person dedicated solely to the training to help them track and make sure the training takes place and is being recorded.

Panel had questions regarding them bringing in 100 employees, and asked for the percentage of the 319 trainees that was going to be the 100 being brought in.

Anny Henry stated that 50-70 would be new employees versus current employees.

Panel felt more comfortable approving the proposal at 84% of what they came in requesting versus the full 100%.

**ACTION:** Member Newsom moved to approve Movement For Life, Inc. in the right sized amount of up to \$315,000. Member Smiles Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 5 to 0.

Rebecca Bettencourt – aye

Rick Smiles – aye

Gretchen Newsom – aye

Mike Hill – aye

Jennifer Fothergill – aye

## **Tab No. 25: On-Time Air Conditioning & Heating, LLC**

Panel questioned Contractor requesting to compensate some of their workers up to \$7.11 per hour in order to meet the post retention wage, based off of a bonus or commission structure.

Kevin Albright explained that for their training program, they take people that have no experience at all, and then when they graduate, they are able to hit the field, and any revenue that comes in from their calls, they would get a percentage.

Panel asked whether Technicians and Installers are responsible for sales.

Kevin Albright stated that they are not, but if they were on a call that led to a sale, they would get commission.

Michelle Rickner shared that as they move through the training, the trainees do get actual base wage increases in addition to the bonuses and commission. Their request for the bonus/commission structure was for a very small amount that may come in close to the end of the contract and wouldn't have gotten the adequate training they need for the next bump.

Panel asked how many trainees specifically would need the bonus/commission bump.

Michelle Rickner stated less than 5%.

Panel inquired whether the trainees would be trained on upskilling, so they can get those bonuses.

Kevin Albright shared that they do work on communication training.

Panel brought up Contractor's turnover rate and asked what processes they have in place that would help with retention and hopefully reduce their turnover rate.

Kevin Albright explained that they recently implemented a new safety training program as some of their turnover had been due to safety challenges including driving.

**ACTION:** Member Hill moved to approve On-Time Air Conditioning & Heating, LLC in the amount of \$487,200. Member Smiles Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 5 to 0.

Rebecca Bettencourt – aye

Rick Smiles – aye

Gretchen Newsom – aye

Mike Hill – aye

Jennifer Fothergill – aye

### **Tab No. 26: R. Torre & Company, Inc. dba Torani**

Panel asked for clarification on the 5-9% of the team member's salary that Torani distributes annually in shares and whether it was needed to meet the post-retention wage.

Becca Russell said it was not and that it was just extra.

**ACTION:** Member Smiles moved to approve R. Torre & Company, Inc. dba Torani in the amount of \$469,700. Member Hill Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 5 to 0.

Rebecca Bettencourt – aye

Rick Smiles – aye

Gretchen Newsom – aye

Mike Hill – aye

Jennifer Fothergill – aye

### **Tab No. 27: RO Health, LLC dba RO Health, Inc**

Panel commented on Contractor's turnover rate.

Josh McIntosh explained that there has been a 14% increase in autism diagnosis in the last two years alone, and turnover rate industry-wide has been between 80-100% for most companies, and the Company benchmarks themselves at that and are excited they're four to five times better than that. They are also going to start offering continuing education units next year.

Panel asked how they're setting themselves up for success.

Josh McIntosh shared they right-sized what they were asking for. He also shared that during their first proposal, they had a brand new program and their original vision was to do it year-round, but that came with challenges, so now they're doing a summer and winter-based cohort program.

Josh McIntosh also stated that retention wise, the main issues in their industry were burnout, being overworked, having high caseloads, and lack of training and support. They have found that having their cohort model with 15-20 therapists that go through training together and building a community and support system has helped.

**ACTION:** Member Smiles moved to approve RO Health, LLC dba RO Health, Inc in the amount of \$109,620. Member Hill Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 5 to 0.

Rebecca Bettencourt – aye

Rick Smiles – aye  
Gretchen Newsom – aye  
Mike Hill – aye  
Jennifer Fothergill – aye

**Tab No. 28: S. Martinelli & Company**

**ACTION:** Member Newsom moved to approve S. Martinelli & Company in the amount of \$295,680. Member Smiles Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 5 to 0.

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

**Tab No. 29: Taylor Farms Pacific, Inc.**

Withdrawn

**Tab No. 30: Tiger Lines, LLC**

Panel questioned the seasonal aspect of the contract and whether there were repeat seasonal employees or hopefully conversion to year-round.

Danielle Bakey stated they have a 50% return rate for their seasonal positions.

Panel inquired about the conversion from seasonal to year-round.  
Danielle Bakey shared that it depended on the opening, but they guaranteed at least 10-15 people would get hired.

**ACTION:** Member Newsom moved to approve Tiger Lines, LLC in the amount of \$226,800. Member Smiles Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 5 to 0.

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

**Tab No. 31: Tri-Square Construction Company, Inc.**

**ACTION:** Member Newsom moved to approve Tri-Square Construction Company, Inc. in the amount of \$112,000. Member Smiles Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 5 to 0.

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

**Tab No. 32: W C Heating & Air Conditioning, Inc. dba We Care**

**ACTION:** Member Smiles moved to approve W C Heating & Air Conditioning, Inc. dba We Care in the amount of \$65,604. Member Hill Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 5 to 0.

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

**Multiple Employer Contracts**

**Tab No. 33: Calaveras County Chamber of Commerce**

Panel inquired about the number of employees that the 189 members employ in Calaveras County.

Rachel Sparks stated that it was hard to tell without looking at the spreadsheets, but some were very small businesses that were just 1 person, and some would go up to 20-30 people.

Panel questioned how they were approaching the training of the employees and whether they were asking the employer to train them.

Rachel Sparks shared that there was a lot of in-house training that happens with these businesses, but the Chamber also offers a lot of workshops and training opportunities.

Panel asked whether a lot of employees moved from company to company or if they tended to stay in one place.

Rachel Sparks explained that she hasn't seen a lot of movement between companies personally.

**ACTION:** Member Newsom moved to approve Calaveras County Chamber of Commerce in the amount of \$339,444. Member Smiles Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 5 to 0.

Rebecca Bettencourt – aye

Rick Smiles – aye

Gretchen Newsom – aye

Mike Hill – aye

Jennifer Fothergill – aye

#### **Tab No. 34: Chaffey Community College District, Chaffey College**

Jana Lazarewicz brought to Panel's attention a discrepancy in the Active Projects table and the narrative section. She stated that the potential earning amounts were correct, however, there was a discrepancy in the content of the narrative.

Panel questioned the request for increasing their funding amount from the previous \$525,000 to \$805,000, and asked for elaboration on how they would be successful and why it was necessary.

Preethi Talwar shared that they have streamlined some of their core programs by about 20%. She also stated they reorganized their department staff and created what they call an employer engagement hub, which helps with outreach and customizing the training programs.

Panel asked about their Literacy contract and whether they were feeling confident on it.

Preethi Talwar was very confident and added they've also been taking part in the round table conferences that ETP has held and learning a lot of best practices.

Panel inquired whether they were providing certifications to employers as part of their training or whether it was more focused on skills.

Preethi Talwar stated that it's a balance, and they do have certain certifications they do give.

**ACTION:** Member Newsom moved to approve Chaffey Community College District, Chaffey College in the amount of \$805,860. Member Smiles Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 5 to 0.

Rebecca Bettencourt – aye

Rick Smiles – aye  
Gretchen Newsom – aye  
Mike Hill – aye  
Jennifer Fothergill – aye

#### **Tab No. 35: College of the Sequoias**

Panel loved that the Company listed their certifications on the 130 and had a question about the SACA certification and whether that was being given by employers or sold out to the employers.

Jorge Zegarra stated that the employees were involved. They are starting a new program in January in which a local employer is going to be sending about 20 employees for Electrical SACA 201 for their certification, so it's a combination of employer input but also investments they've made in equipment.

Panel had concerns over the wages being on the lower end for post-retention, but understands it's more on the employers.

**ACTION:** Member Smiles moved to approve College of the Sequoias in the amount of \$849,410. Member Hill Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 5 to 0.

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

#### **Tab No. 36: EI Camino Community College District**

Heather Miguel pointed out a discrepancy regarding prior performance and stated the Active Projects table that had a higher threshold of performance was accurate.

Contractor shared that workplace literacy was dear to his heart and believes their past low performance was due to a timing issue and the pandemic.

He explained that he's seen a turnaround from his employers going from 39% to 62%, and has six companies lined up starting January, that if they all come through, it'll bring the performance up to 99%.

**ACTION:** Member Smiles moved to approve EI Camino Community College District in the amount of \$849,156. Member Hill Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 5 to 0.

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

**Tab No. 37: Employed Security Service Center, Inc.**

Panel questioned their prior performance being at 49% and payment earned being \$131,000, but they were now requesting \$254,000, and asked how they would be successful this time around.

Musheer Rasheed shared that their last contract was unfortunately during COVID with a tremendous number of restrictions, so they couldn't get their first Veteran until six months later.

He stated that they have now implemented a pre-enrollment plan that asks many questions because of their industry that requires state certifications, and many of the Veterans they had trained had records they weren't aware of.

Judith Gilliland also shared that they had communication issues with a consultant that helped the Company and the consultant not understanding the training Employed Security Service Center, Inc. was providing, so not everything was reported correctly.

**ACTION:** Member Newsom moved to approve Employed Security Service Center, Inc. in the amount of \$254,080. Member Smiles Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 5 to 0.

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

**Tab No. 38: Friends of the Port dba Working Waterfront Coalition**

Jana Lazarewicz brought to Panel's attention that the proposal still showed the terms "at-risk youth" and "ex offender" as staff was still internally implementing the changes, so in the future, you would see "opportunity youth" and "justice involved."

**ACTION:** Member Smiles moved to approve Friends of the Port dba Working Waterfront Coalition in the amount of \$251,838. Member Newsom Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 5 to 0.

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

**Tab No. 39: San Bernardino Community College District**

Panel acknowledged the listed vendors and asked whether they would be utilizing other community colleges and other regions to train to help expand their funds.

John Fox said that there were colleges close to theirs, but their ETP projects were not quite at a point that it made sense to come and get their own funding.

**ACTION:** Member Smiles moved to approve San Bernardino Community College District in the amount of \$849,736. Member Hill Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 5 to 0.

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

**Tab No. 40: San Joaquin Partnership, Inc.**

**ACTION:** Member Smiles moved to approve San Joaquin Partnership, Inc. in the amount of \$389,350. Member Hill Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 5 to 0.

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

**Tab No. 41: The Corporation for Manufacturing Excellence (MANEX)**

**ACTION:** Member Newsom moved to approve The Corporation for Manufacturing Excellence (MANEX) in the amount of \$838,600. Member Smiles Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 5 to 0.

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

#### **Tab No. 42: Valley Contractors Exchange**

Panel asked for elaboration on the type of construction workers they were training as Panel was used to seeing different classifications such as Electrician, Plumber, Bricklayer, etc.

Amy Rohrer shared that it was all of the above. Their main target audience for trainees would be entry-level frontline construction workers, laborers, and field workers, so they can upskill them to hopefully get into more public works type work.

**ACTION:** Member Smiles moved to approve Valley Contractors Exchange in the amount of \$107,820. Member Hill Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 5 to 0.

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

#### **Apprenticeships**

#### **Tab No. 43: California State Society for Opticians**

**ACTION:** Member Newsom moved to approve California State Society for Opticians in the amount of \$19,760. Member Smiles Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 5 to 0.

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

#### **Tab No. 44: Got Power, Inc.**

**ACTION:** Member Smiles moved to approve Got Power, Inc. in the amount of \$49,664. Member Hill Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 5 to 0.

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

#### **Tab No. 45: Strive Community Health Institute**

Willie Atkinson brought to Panel's attention that for development fees, it would only be 10% of the awarded amount.

Panel wanted clarification that the trainees they would be training under this contract would not be charged tuition.

Erica McDaniel confirmed and shared that all students that came through the program would be afforded stipends or grants to offset any costs.

**ACTION:** Member Smiles moved to approve Strive Community Health Institute in the amount of \$49,990. Member Hill Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 5 to 0.

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

#### **Amendments**

#### **Tab No. 46: Fullerton Chamber of Commerce dba North Orange County Chamber**

Panel wanted clarification that they were looking to move workers from a lower wage to a higher wage.

Contractor confirmed that was correct.

**ACTION:** Member Newsom moved to approve the request for an amendment by Fullerton Chamber of Commerce dba North Orange County Chamber as presented. Member Smiles Seconded. All Panel Members present voted in the affirmative for approval of the amendment as moved.

Motion carried by roll call vote, 5 to 0.

Rebecca Bettencourt – aye

Rick Smiles – aye  
Gretchen Newsom – aye  
Mike Hill – aye  
Jennifer Fothergill – aye

**Tab No. 47: The Chamber of the Chino Valley**

**ACTION:** Member Newsom moved to approve the request for an amendment by The Chamber of the Chino Valley as presented. Member Smiles Seconded. All Panel Members present voted in the affirmative for approval of the amendment as moved.

Motion carried by roll call vote, 5 to 0.

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

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

No comments.

**PUBLIC COMMENT ON MATTERS NOT ON THE AGENDA**

No comments.

**MEETING ADJOURNMENT**

Chair Bettencourt asked for motion to adjourn the Panel meeting.

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

Motion carried by roll call vote, 5 to 0.

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

Chair Bettencourt Adjourned the meeting at 12:35 p.m.