

PANEL PACKET

April 2026



Employment Training Panel



PANEL NOTICE/AGENDA

MEETING TIME/PLACE

Friday, April 24, 2026 at 9:30 a.m.
CalEPA Coastal Room
1001 I Street
Sacramento, CA 95814
Phone: (916) 737-4200

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

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

Join Zoom Webinar:

<https://us06web.zoom.us/j/85082060648>

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

The Actual order of Agenda items may be changed without notice.

| | |
|--|--|
| Call to Order by Chair | Rebecca Bettencourt |
| <ul style="list-style-type: none">• Roll Call• Action to Approve April Panel Meeting Agenda• Action to Approve March Panel Meeting Minutes | |
| Executive Report | Jessica Grimes |
| <ul style="list-style-type: none">• Legislative/Budget/Other | Tara Armstrong Kumani Armstrong/ Michael Cable Laura Campbell |
| Policy Committee Report Out | Gretchen Newsom |
| Review, *Public Comment and Action on Proposals | Jana Lazarewicz |

Panel Date: April 24, 2026

Presentation and Action Item: Funding Priorities & Limitations Marcela Loza

Presentation and Action Item: FY 26/27 Apprenticeship Willie Atkinson
Funding Model Recommendations

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 in alphabetical order 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, April 20, 2026, 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.

| | |
|--|-----------|
| AeroVironment, Inc.----- | \$150,024 |
| Balfour Beatty Construction, LLC----- | \$455,000 |
| CMH Manufacturing West, Inc. dba Clayton Homes ----- | \$312,200 |
| GKN Aerospace Chem-Tronics Inc. dba GKN Aerospace (Critical Proposal)-----WITHDRAWN ----- | \$842,800 |
| Greater San Fernando Valley Chamber of Commerce ----- | \$849,045 |
| Mariani Nut Company-----WITHDRAWN ----- | \$297,920 |
| Sierra Pacific Home & Comfort, Inc. ----- | \$159,600 |
| Vehicles For Change San Diego, Inc. ----- | \$22,014 |

PROPOSALS APPROVED
BY DELEGATION ORDER FOR 03/17/26 – 04/13/26

| ≤ \$75,000 | Approved Date | Approved Amount |
|---|--------------------------|----------------------------|
| DocuSource, Inc. dba Equipment Brokers Unlimited | 04/01/26 | \$64,400 |
| Element Science, Inc. | 03/30/26 | \$63,840 |
| Kana Development Group Inc. | 04/07/26 | \$50,400 |
| Open Biopharma Training Institute, Inc. dba Open Biopharma | 03/30/26 | \$38,640 |
| S. Bravo Systems, Inc. | 03/30/26 | \$74,480 |



State of California—Labor and Workforce Development Agency

Employment Training Panel

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Memo and Action item: FY 26/27 Apprenticeship Funding Model Recommendations

REVIEW AND ACTION ON PROPOSALS

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SUMMARY OF DELEGATION ORDERS

Delegation Orders

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DocuSource, Inc. dba Equipment Brokers Unlimited

Element Science, Inc.

Kana Development Group Inc.

Open Biopharma Training Institute, Inc. dba Open Biopharma

S. Bravo Systems, Inc.



Memorandum

To: Panel Members

Date April 24, 2026

From: Jessica Grimes
Executive Director

Subject: **Directions to Meeting Sites**

The Employment Training Panel will meet on **Friday, April 24, 2026 at 9:30 a.m.**

In-Person
California Environmental Protection Agency (Cal/EPA)
Sacramento, CA 95814
Coastal Room, 2nd Floor
1001 I Street, Sacramento, CA 95814

Telephone (916) 737-4200 (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**



Memorandum

To: Panel Members

From: Jessica Grimes
Executive Director

Date: April 24, 2026

Subject: **Future Meeting Sites**

| | |
|--|---|
| <p>April Panel April 24th, 2026</p> | <p>CalEPA – Coastal Hearing Room 1001 I Street Sacramento, CA 95814 Friday 9:30 AM – 3:30 PM</p> |
| <p>May Panel May 29th, 2026</p> | <p>CalEPA – Coastal Hearing Room 1001 I Street Sacramento, CA 95814 Friday 9:30 AM – 3:30 PM</p> |
| <p>July Panel July 17th, 2026</p> | <p>CalEPA – Coastal Hearing Room 1001 I Street Sacramento, CA 95814 Friday 9:30 AM – 3:30 PM</p> |
| <p>August Panel August 21st, 2026</p> | <p>CalEPA – Coastal Hearing Room 1001 I Street Sacramento, CA 95814 Friday 9:30 AM – 3:30 PM</p> |
| <p>September Panel September 25th, 2026</p> | <p>CalEPA – Coastal Hearing Room 1001 I Street Sacramento, CA 95814 Friday 9:30 AM – 3:30 PM</p> |
| <p>October Panel October 23rd, 2026</p> | <p>CalEPA – Coastal Hearing Room 1001 I Street Sacramento, CA 95814 Friday 9:30 AM – 3:30 PM</p> |



**STATE OF CALIFORNIA
EMPLOYMENT TRAINING PANEL**

Friday, March 27, 2026

Panel Members

Rebecca Bettencourt
Chair

Dee Dee Myers
Ex-Officio Member

Rick Smiles
Member

Gretchen Newsom
Member

Doug Tracy
Member

Derek Kirk
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
CalEPA Coastal Room
1001 I Street
Sacramento, CA 95814
Friday, March 27, 2026**

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
Jennifer Fothergill
Derek Kirk
Mike Greenlee
Douglas Tracy

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 MARCH PANEL MEETING AGENDA

The March Panel Meeting Agenda was reviewed.

ACTION: Member Newsom moved to approve the March Panel Meeting Agenda.
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
Jennifer Fothergill – aye
Derek Kirk – aye
Mike Greenlee – aye
Douglas Tracy – aye

ACTION TO APPROVE JANUARY 2026 PANEL MEETING MINUTES

The January 2026 Panel Meeting Minutes included in the Panel Packet were reviewed.

ACTION: Member Newsom moved to approve the January 2026 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
Jennifer Fothergill – aye
Derek Kirk – aye
Mike Greenlee – aye
Douglas Tracy – aye

EXECUTIVE REPORT

Good morning, and happy Friday to everyone! Welcome to our seventh panel meeting for the 2025–26 fiscal year.

Proposal Highlights

For this panel, we have 39 proposals submitted for review. If approved, ETP will fund projects totaling approximately \$12.1 million dollars:

- 57% fall within the priority industry sector of manufacturing;
- 38% come from High Unemployment Areas;
- 60% represent small businesses;
- 64% are repeat contractors, while
- 36% are from new contractors.

New Contractor Highlight

Taking a broader look at the contracts that have been funded this fiscal year, I am proud to share that ETP continues to expand access to new contractors, thanks to the efforts of our staff at our regional offices and our Economic Development Unit:

- Of the 229 total projects approved this year, 65 projects, representing 28%, have been awarded to new contractors. These new contractor projects account for \$13.4 million in funding and support 11,684 trainees.

Small Business Highlight

This month, we are also highlighting small business engagement:

- 12 small business projects are included in today's panel
- If approved, \$682,948 in funding will support small businesses that will benefit 502 trainees.

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

Presentations

Additionally, Jana Lazarewicz will present an informational update on the Paid Family Leave Small Business 4 Grant Awardees.

As a reminder, ETP will pause acceptance of new funding applications from April 23 at 5:00 PM to May 1 at 8:00 AM. This pause allows ETP time to implement potential FY 2026–27 updates to funding allocations and priority industries and initiatives.

LEGISLATIVE REPORT

We are in the second year of the 2025-2026 legislative session.

You will find the bills that are being tracked in the panel packet.

One significant amendment is SB 1059, which is the Employment Training Panel Bill, which was amended a couple of days ago. It was originally a placeholder to make changes for ETP's enabling legislation.

If there are any questions about what is in the Legislative Memo or other questions, please let me know.

Peter Cooper sent some bills in regard to AI and GenAI.

Panel had a question about SB 1059 regarding one of the proposals under Section 4, Subsection D that talked about eliminating existing trainer to trainer ratios and asked whether that was coming from Staff or the outside.

Michael Cable answered that from his understanding, it was an outside effort, and the Legal Unit did not provide any input on it.

TECHNOLOGY REPORT

GenAI Adoption for ETP

We are currently developing a project plan to implement Generative AI using Microsoft Copilot. The goal of this initiative is to support our staff in their day-to-day work by improving efficiency, reducing manual tasks, and enhancing overall productivity.

ETP Application for FY 2026-27

ETP's Application Workgroup has been focused on streamlining the application process to improve the user experience. Key enhancements include:

- Reducing the overall number of pages
- Eliminating duplicate questions
- Introducing picklists and more conditional logic to simplify navigation

These changes are designed to make the application more efficient and user-friendly, while maintaining the integrity of the information we need to collect.

The updated application will open on **May 1st** for the new fiscal year.

Importantly, while the format and usability are improving, there are **no substantial changes to the content being requested**.

There is one new change coming – we are introducing a system enhancement to support Applicants to aligning with the annual funding cap.

During the training plan process, if the requested amount exceeds the allowed cap for the Fiscal Year, Applicants will receive a message to adjust their training plan before submission to be within the cap amount.

More written communication will follow, and I will also give an update during the April Panel with some data showing reduction in number of questions.

Panel had a question whether Tara was referring to the overall funding cap that the Panel set with Staff, and not the individual contracts.

Tara Armstrong stated that the cap last year was \$500,000, so when contractors are creating their applications, anyone submitting over that would get an alert to adjust their training plan to be under that cap. She also pointed out that critical proposals have a higher cap, in which case, they can self-identify, and it can be adjusted in-house.

Michael Cable asked whether the applications were deemed not submitted until the adjustment is made.

Tara Armstrong confirmed yes.

REPORT OF THE CHIEF DEPUTY DIRECTOR

Regarding Funding

- Today's Panel Meeting is for approximately \$12.1 million dollars.
 - That includes 11 approved delegation orders for a total of \$492,548.
 - Delegation Orders are Proposals capped at \$75,000 and approved under delegated authority by the Director on a continuous flow basis.

- If all the proposals scheduled for today's Panel meeting are approved, the panel will fund 39 projects for a total of \$12,066,978.

Regarding Demand

We have 222 applications in demand:

- 86 applications are currently in development.
- 18 applications are in eligibility review.
- And 118 submitted applications are pending review.

Regarding Allocations

Including today's proposals, we will have approved 258 contracts for a total of \$73 million, which is 73% of the total allocation for the 2025-26 fiscal year. Together, these proposals are projected to train 66,468 workers in various industries across California.

ACTION ON PROPOSALS

Single Employer Contracts

Tab No. 1: Abbott Cardiovascular Systems Inc. dba Abbott Vascular, Inc.

Panel questioned the mention of certifications that aren't nationally recognized but within medical devices and asked for clarification.

Steven Payne stated that the medical device workforce was a unique field where it is very hard to find people with transferable skills from other jobs and other industries. What tends to happen is that medical device workers poach from each other. With his employees, he tries to make their certification processes unique to the Company's processes, so part of the screening process for new hires involves putting them through skills tests to see which skills are applicable from their experience and then match them with the appropriate production processes and lines on the floor.

Panel asked for confirmation that it wasn't a true transferrable certificate.

Phillip Herrera said it could be someday if there was a bit more standardization between the companies.

Steven Payne mentioned how they are currently looking to roll in a new product for their site, and one of the things his team is looking at right now is identifying the skills that are needed versus the skills they currently have and designing their certification criteria around that.

Panel questioned the 8% turnover rate, and this being their ninth ETP Contract, and asked whether the 8% turnover rate has been consistent or whether it was going down.

Steven Payne said it has been consistent and brought up the fact that industry standard was between 8-10%.

Panel commented that in the past, they have seen life science contracts come through with a turnover rate of 4% or less and would like to see their retention rate a little higher.

ACTION: Member Kirk moved to approve Abbott Cardiovascular Systems Inc. dba Abbott Vascular, Inc. in the amount of \$599,760. 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
Rick Smiles – aye
Gretchen Newsom – aye
Jennifer Fothergill – aye
Derek Kirk – aye
Mike Greenlee – aye
Douglas Tracy – aye

Tab No. 2: Betts Company

Panel commented on the bulk of Bett Company's manufacturing staff being in Fresno County, which is a HUA, and how a significant portion of them were being compensated less than \$20.00 an hour, and asked about wage progression for these employees.

Andrew Smith said that those positions were a minority of their positions and represent the lowest level of skill. He also mentioned how they have explored wage increases in the past but also had to make smart business decisions.

Panel was not satisfied with the response and wanted him to expand on his answer.

Andrew Smith stated that at Betts, there is typically a 3% annual increase for all positions across the board, and that it is reasonable for those individuals to be at \$20.00 per hour in the first year and then \$22.00 per hour the second year.

Panel was curious about the 10-week AI training program that was mentioned and asked about how it was being implemented with the manufacturing workforce.

Andrew Smith said that the institute they were working through was the VJAL Institute. Within the second week of the coursework, they were creating agents to automate processes. From the manufacturing side, he said, there was so much they could do to enhance the life of their workers and allow them to be more productive. Andrew shared that the overall goal for AI would be to give better visibility to leadership, as the Company really values their staff.

Panel observed that it was not in their curriculum and asked whether they would be adding it or if they were funding it separately.

ACTION: Member Smiles moved to approve Betts Company in the amount of \$476,000. Member Kirk 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
Jennifer Fothergill – aye
Derek Kirk – aye
Mike Greenlee – aye
Douglas Tracy – aye

Tab No. 3: BFS Group of California LLC

Panel commented on their issues with compensation being married to commission and sales and saw that the Company's post-retention wage would be \$18.50 per hour, but what was specified in the wage table was \$16.90 an hour which is the California minimum wage and asked whether it would truly be \$18.50 per hour afterwards.

Lydia Makish stated that their salespeople receive a base salary plus commission, and the beginning base salary is typically \$18.50 per hour.

Panel looked at Staff and instructed them to hold BFS Group of California LLC to the post-retention wage.

Heather Miguel said yes.

Panel had concerns over the Company's last turnover rate, previously being at 1% and now being at 10% and asked about what happened with their workforce reduction.

Lydia Makish stated their turnover rate for 2025 was 7.4%, and the reduction was due to acquisitions within the Company and having to make some changes for the company infrastructure.

Panel asked what they were doing to retain their workforce now.

Lydia Makish shared that she has two training coordinators and an HR Manager and understands that there are a lot of dynamics in capturing all the training hours and making sure they are diligent and organized in training and rosters. She sees that there is a greater need for training with all these new acquisitions.

Keith Brama commented that the previous contract was written with their Northern California operations which didn't get off to a good start, and Lydia and her team came in halfway through the contract and was able to still deliver 96%, even without Northern California.

ACTION: Member Smiles moved to approve BFS Group of California LLC in the amount of \$599,200. 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 – aye
Jennifer Fothergill – aye
Derek Kirk – aye
Mike Greenlee – aye
Douglas Tracy – aye

Tab No. 4: CALSPEC Enterprises, Inc. dba California Bath Restoration

Withdrawn

Tab No. 5: Edwards Lifesciences LLC

Panel questioned this being their 4th contract in the last 5 years and the fact that they were looking for a sizable increase.

Richa Mukherjee said that her and Phil Herrera have been working on how to think more strategically and broadly about where the Company is going from a direction standpoint and the growth goals they have for the facility in California. Based on these projections and the amount of training they are going to do, as well as their continued expansion, she feels the increase is justified.

Phillip Herrera also said that when his company does an assessment, they also look at the other Go-Biz incentives too. They saw immediately there was a huge commitment for CapEx spending and hiring workers. Philip was confident that Edwards Lifesciences LLC would do great.

ACTION: Member Smiles moved to approve Edwards Lifesciences LLC in the amount of \$838,880. 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
Rick Smiles – aye
Gretchen Newsom – aye
Jennifer Fothergill – aye
Derek Kirk – aye
Mike Greenlee – aye
Douglas Tracy – aye

Tab No. 6: Foothill Packing, Inc.

Panel observed that the bulk of the Company's trainees were being compensated less than \$20.00 an hour at \$18.50, and that their wage increases were between 1-5% annually and asked whether it was applicable to the field labor staff as well.

Mark Hullinger said yes and that he was already seeing those increases this year.

Panel asked for more elaboration.

Mark shared it was about 4% so far over the same period last year.

Panel Member Kirk brought up for Mark's awareness, that his office and the State Labor Agency have partnered with Hartnell College to expand a recently developed certificate program for farm workers called the AG Step Program, that is competency based and provides credit for prior learning and could provide incredible resources for him and his workforce.

ACTION: Member Kirk moved to approve Foothill Packing, Inc. in the amount of \$329,280. 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
Jennifer Fothergill – aye
Derek Kirk – aye
Mike Greenlee – aye
Douglas Tracy – aye

Tab No. 7: Heritage Companies, LLC dba Ninth Avenue Foods

Heritage Companies, LLC dba Ninth Avenue Foods presented its proposal to Panel.

Panel had no questions or comments.

ACTION: Member Newsom moved to approve Heritage Companies, LLC dba Ninth Avenue Foods in the amount of \$152,320. 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
Jennifer Fothergill – aye

Derek Kirk – aye
Mike Greenlee – aye
Douglas Tracy – aye

Tab No. 8: Holder’s Air Conditioning & Heating, Inc. dba Holders Air Conditioning & Heating, Frontier Plumbing

Subcontractor stated that under this proposal, the plumbers make the same as HVAC, and it was just a typo on the 130. She also commented that the reason their wages are lower in the Central Valley was that 65% of their incoming people have limited English skills as English is not their first language. They work with Porterville Adult Education to help with some of the remedial training. Subcontractor also shared that they progress very fast and are at the top of their wage within 2 years. Additionally, she mentioned that the employees go through a review every six months and once they complete their training, they receive 4-7% increases.

ACTION: Member Newsom moved to approve Holder’s Air Conditioning & Heating, Inc. dba Holders Air Conditioning & Heating, Frontier Plumbing in the amount of \$273,000. 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
Jennifer Fothergill – aye
Derek Kirk – aye
Mike Greenlee – aye
Douglas Tracy – aye

Tab No. 9: Industrial Threaded Products, Inc.

Panel looked at the Company’s productive lab curriculum and asked what Good Manufacturing Processes looked like versus Equipment Operation, Maintenance, and Troubleshooting.

Norm Alexander said that with production equipment, they are focusing on the forging area, so a lot of that, they are training and developing in-house. The overlap was mostly around material movement, the same way they apply in their warehouse operations, and doing that effectively and efficiently at the lowest possible cost.

Panel understood there is someone side by side with the trainee, but said there is a gray line, whether there are two people making the product versus one.

ACTION: Member Newsom moved to approve Industrial Threaded Products, Inc. in the amount of \$174,000. 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
Jennifer Fothergill – aye
Derek Kirk – aye
Mike Greenlee – aye
Douglas Tracy – aye

Tab No. 10: Infineon Technologies Americas Corp.

Glenn Jones attributed their previous shortfalls to the unprecedented disruptions caused by COVID-19.

Panel appreciated the high wages.

Glenn Jones mentioned that they did come in at more money, because this project combines Infineon and Cyprus, which are separate entities, that previously had separate contracts. They plan to earn the full amount quickly and come back for more.

Panel respected the transparency of using out-of-state contractors and it not being hidden.

ACTION: Member Newsom moved to approve Infineon Technologies Americas Corp. in the amount of \$100,800. 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 – aye
Jennifer Fothergill – aye
Derek Kirk – aye
Mike Greenlee – aye
Douglas Tracy – aye

Tab No. 11: International Coffee & Tea, LLC

Panel appreciated the high wages.

ACTION: Member Smiles moved to approve International Coffee & Tea, LLC in the amount of \$240,240. 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
Rick Smiles – aye
Gretchen Newsom – aye
Jennifer Fothergill – aye
Derek Kirk – aye
Mike Greenlee – aye
Douglas Tracy – aye

Tab No. 12: Mariani Nut Company

Withdrawn

Tab No. 13: Motive Energy Storage Systems, LLC

Panel observed that much of the work Motive Energy Storage Systems, LLC does is electrical related but didn't see any electricians on the proposal.

Barry Vince said there are no electricians in this project.

Panel had concerns over their curriculum having electrical related courses such as Splicing and Termination Wiring, Wireless System Installation, and Wireless Charging Systems, but weren't including electricians.

Barry Vince explained that to his understanding, there are a lot of helpers who are working with electricians that are doing that type of work, so they are exposed to things such as electrical systems.

Panel stated that the curriculum looked duplicative of apprenticeship training to become an electrician.

Subcontractor shared that if there were concerns over specific courses, they would be okay with removing them. She also explained there were Installers that are a part of this project that need to have electrical knowledge to install certain equipment, and then the electricians would come in and make sure it was done safely. Similarly, there were assistants that have to have electrical knowledge to install the energy batteries and the different infrastructure that the Company provides.

Panel observed that it seems more about awareness and safe working, but noticed they have Electrical Systems Installation as a course, and it seems like there are non-electricians installing the electrical systems, and then an electrician coming in to turn on the power.

Subcontractor said that there is a lot of pre-work that needs to be done, and that's where the Installers come in, which need to have a basic working knowledge of the electrical infrastructure.

Panel felt that an installer of an electrical system is an electrician.

Barry Vince stated that they are installing solar systems as well as a battery storage system.

Panel still had concerns, as they felt if one was installing electrical systems and an electrician just comes in and flips a power switch, that one is pretty much taking an Installer to do an electrician's job.

Barry Vince explained that it was not true in these circumstances as the electricians are doing the certified electrician work, and the Installers are doing the structures around that which is where the general understanding of the electrical systems come into play.

Panel acknowledged the ongoing battle with curriculum lists and how some people are very specific while others are more general. Panel was comfortable with general electrical safety being on the curriculum and stripping all other items.

Subcontractor was okay with that.

ACTION: Member Smiles moved to approve Motive Energy Storage Systems, LLC in the amount of \$537,264. Member Kirk 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
Jennifer Fothergill – aye
Derek Kirk – aye
Mike Greenlee – aye
Douglas Tracy – aye

Tab No. 14: Old Pueblo Ranch Inc.

Panel commented on the Company's previous performance being at 86% and with the mention of new lines and asking for more funding, wanted to know how they'll achieve higher performance.

Contractor said that the new lines are completely different than what they have now, so it would be all new training.

ACTION: Member Newsom moved to approve Old Pueblo Ranch Inc. in the amount of \$331,100. 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
Jennifer Fothergill – aye
Derek Kirk – aye
Mike Greenlee – aye
Douglas Tracy – aye

Tab No. 15: Senra Systems, Inc.

Senra Systems, Inc. presented its proposal to Panel.

Panel had no questions or comments.

ACTION: Member Newsom moved to approve Senra Systems, Inc. in the amount of \$204,960. 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
Jennifer Fothergill – aye
Derek Kirk – aye
Mike Greenlee – aye
Douglas Tracy – aye

Tab No. 16: Skillsserve, Inc.

Panel noticed it had been a while since they were last at Panel and asked what brought them back.

Nadine Castellanos said they realized the importance of the ETP program. She also mentioned that during the previous contract, the Company didn't have a dedicated person to oversee the program, which is why she was brought in.

ACTION: Member Newsom moved to approve Skillsserve, Inc. in the amount of \$298,200. 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

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

Tab No. 17: Taylor Farms Pacific, Inc.

Panel asked the reasoning behind the increase of funding that was requested.

Subcontractor answered that the \$302,000 contract was a literacy contract and was concurrent with the \$599,000 contract.

Panel was curious how the literacy contract went as many have struggled.

Ruby Lopez shared that 60-65% were primarily Spanish speaking, so being able to train their employees on technology and other things really helped advance their skills.

ACTION: Member Smiles moved to approve Taylor Farms Pacific, Inc. in the amount of \$599,760. Member Kirk 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
Jennifer Fothergill – aye
Derek Kirk – aye
Mike Greenlee – aye
Douglas Tracy – aye

Tab No. 18: Triumph Protection Group Inc.

Panel had concerns over the 19% turnover rate and asked for elaboration.

Chad Courtney answered that last year, they lost two large clients, and it affected the Company, whereas in previous years, he estimates their turnover rate being 9%.

Panel asked whether Triumph Protection Group Inc. has been experiencing the ancillary effects of the recent company closures or job losses in Solano County.

Chad Courtney said it has done the opposite. The Company recently gained Solano County College and Napa Valley as well as picking up several special events in the area.

ACTION: Member Newsom moved to approve Triumph Protection Group Inc. in the amount of \$109,440. 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
Jennifer Fothergill – aye
Derek Kirk – aye
Mike Greenlee – aye
Douglas Tracy – aye

Tab No. 19: Trojan Battery Company, LLC

Panel asked for details on their last contract and what will be different this time around.

Stacey Navarrete answered that with the previous contract as well as this one, there has been an additional focus on employee training and development, and they now have a dedicated training department that specializes in not only the onboarding process and training the employees, but also helping with level progression.

ACTION: Member Smiles moved to approve Trojan Battery Company, LLC in the amount of \$504,000. 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 – aye
Jennifer Fothergill – aye
Derek Kirk – aye
Mike Greenlee – aye
Douglas Tracy – aye

Tab No. 20: Valdez Painting, Incorporated dba VPI

Member Greenlee recused himself.

Panel acknowledged the fact that in construction, retention is always challenging. They asked what the Company is doing to retain its employees.

Eric Tickler stated there is a lot of seasonality to their work and some of it is out of their control. They have a good retention rate with their non-union employees, but the union is based on the workload they have and when they can do it.

Panel observed their previous contract being at 77% and earning \$192,000, but that they were currently asking for \$313,320 and asked if they were confident that they would be higher than 77%.

Eric Tickler answered that they are asking for alternate record keeping based on the remote shadowing of the workforce, which they didn't get until midway through their last contract, so now are confident that this time around, they will have a higher percentage.

ACTION: Member Smiles moved to approve Valdez Painting, Incorporated dba VPI in the amount of \$313,320. Member Newsom Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 6 to 0.

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

Tab No. 21: Volt Lites, Inc.

Panel asked for elaboration on their higher turnover rate.

Sarah Marie Campbell stated that their higher turnover rate was something they were proud of. Those who really succeed in the lighting industry are often freelance or go to work for a performer, so they retain the people that make sense, but hope that they are giving people the skills that allow them to thrive elsewhere.

ACTION: Member Newsom moved to approve Volt Lites, Inc. in the amount of \$95,200. 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 – aye
Jennifer Fothergill – aye
Derek Kirk – aye
Mike Greenlee – aye
Douglas Tracy – aye

Multiple Employer Contracts

Tab No. 22: Access dba Access, Inc.

Panel had questions about who the employers were that they were connecting the trainees with and who were hiring the trainees.

Kristie Buckley shared that they have been operating a WIOA Workforce Development Program for several years and were the Youth One Stop Career Center. While they run their workforce development program, they are trying to come up with career pathways their youth are interested in and can gain the skills and development to get them into those trainings. They also run career academics with construction, healthcare, and hospitality. With this project, they are hoping to really start engaging with more employers who are in those in-demand industries and figuring out how to connect their youth to these jobs.

She also mentioned one company they are working with is Crash Champions, who does collision repair, and they were chosen as one of their pilots. The neat thing about this opportunity is starting wages, after training, are \$52.00 per hour.

Panel asked whether they have done any partnerships with the construction apprenticeship programs in San Diego County.

Kristie Buckley said yes and that they were aligned with Jag California, Learn for Life, and San Diego Workforce Partnership.

Panel was curious how much training was through commercial skills versus business skills or job readiness skills.

Kristie Buckley said the training tends to be more on the technical side versus job readiness focused.

ACTION: Member Smiles moved to approve Access dba Access, Inc. in the amount of \$408,100. 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
Rick Smiles – aye
Gretchen Newsom – aye
Jennifer Fothergill – aye
Derek Kirk – aye
Mike Greenlee – aye
Douglas Tracy – aye

Tab No. 23: Glendale Community College Professional Development Center

Panel commented on them being on the Capitol Morning Report and how refreshing it was to see that many employers on the employers list were under 100 employees.

ACTION: Member Smiles moved to approve Glendale Community College Professional Development Center in the amount of \$849,847. 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 – aye
Jennifer Fothergill – aye
Derek Kirk – aye
Mike Greenlee – aye
Douglas Tracy – aye

Tab No. 24: Mt. San Antonio College

Panel noticed their prior performances being at 77%, 88%, and now 100%, and asked how confident they were that they could do the same.

Debbie Wong stated that they have held a contract since 2014, and prior to the snapshot that Panel sees in the proposal today, they did perform at 100% before that. Now, they are being intentional with bridging strong relationships with their local community colleges within their region, but also with their chambers.

ACTION: Member Newsom moved to approve Mt. San Antonio College in the amount of \$849,048. 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
Jennifer Fothergill – aye
Derek Kirk – aye
Mike Greenlee – aye
Douglas Tracy – aye

Tab No. 25: Murrieta Chamber of Commerce

Panel was curious how they make it work as a chamber, as others have challenges and achieve just 50%.

Patrick Ellis said the success is providing trainers as well as allowing in-house training. He also mentioned that many look at ETP as a cash-flow type of thing, which cannot be done.

Panel also commented that one of the unique aspects of him and Nancy from San Fernando Valley was that both serve on their workforce boards, so they have that specific and direct connection to the training infrastructure that is being provided and are driving industry collaboration and voice in a lot of those conversations.

It was announced that Doug Tracy departed.

ACTION: Member Kirk moved to approve Murrieta Chamber of Commerce in the amount of \$849,464. Member Smiles Seconded. All Panel Members present voted in the affirmative for approval as moved.

Panel announced Member Tracy left.

Motion carried by roll call vote, 6 to 0.

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

Tab No. 26: San Joaquin County Economic Development Association

Panel questioned them requesting more than double what they received the last time and asked why.

Francisco Martin was confident in their program and the requirements that come with roster sheets, and additionally added their roots are growing within San Joaquin County.

ACTION: Member Newsom moved to approve San Joaquin County Economic Development Association in the amount of \$371,792. Member Smiles Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 6 to 0.

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

Tab No. 27: Shasta Builder's Exchange

Panel asked about the nature of their relationship with Shasta-Tehama-Trinity Joint Community College District, given that they are serving very similar places.

Chad Scott stated they are partners but make sure to not go after the same workers. Additionally, he added that Shasta Builder's Exchange covers counties that the Community College District does not. He also meets different people with different focuses and industries.

Panel commented on the strong list of Northern California counties and was intrigued about their connection to the South Valley.

Subcontractor said that it was an administrative mistake, and Tulare County should not have been there.

Panel asked whether they have partnerships with construction apprenticeship programs.

Chad shared that his Organization represents employers who are signatories, but he doesn't directly engage in those relationships.

Panel had concerns over Job Number 5 and the fact that there were 63 workers that were in the column of being compensated less than \$20.00 per hour and asked what was going on.

Chad Scott exclaimed that he didn't see anyone's retention near that baseline and that everyone was above \$20.00 per hour. He added that the people Panel was referring to were employers that were new to the program.

ACTION: Member Kirk moved to approve Shasta Builder's Exchange in the amount of \$632,795. Member Smiles Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 6 to 0.

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

Tab No. 28: Shasta-Tehama-Trinity Joint Community College District

Shasta-Tehama-Trinity Joint Community College District presented its proposal to Panel.

Panel had no questions or comments.

ACTION: Member Kirk moved to approve Shasta-Tehama-Trinity Joint Community College District in the amount of \$426,740. Member Smiles Seconded. All Panel Members present voted in the affirmative for approval as moved.

Motion carried by roll call vote, 6 to 0.

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

PRESENTATIONS

Paid Family Leave Small Business 4 (PFL SB 4) Grant Awardees

Chief of Program Operations, Jana Lazarewicz, presented the grant awardees for Paid Family Leave Small Business 4.

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

Chair Bettencourt commented on the void on Policy Committee with the resignation of Panel Member Hill, and said she extended the invite to Panel, and to express their interest to Dr. Grimes by email by next Friday.

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, 6 to 0.

Rebecca Bettencourt – aye

Rick Smiles – aye

Gretchen Newsom – aye

Jennifer Fothergill – aye

Derek Kirk – aye

Mike Greenlee – aye

Chair Bettencourt Adjourned the meeting at 12:26 p.m.

Single Employer Contractor

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

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

These features apply to core program funding.

Multiple Employer Contractor

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

- Up to 8% of program costs may be approved as additional funding for recruitment, placement and assessment activities. For New Hire training, the MEC may receive up to another 4% (total 12%). These costs must be justified.
- The project may be retraining or new hire training, or a combination of both. Training may take place at the worksite or a training center, or both.
- All MECs are capped at \$850,000 and are limited to one contract per Fiscal Year.

Retraining

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

New Hire Training

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

These features apply to core program funding.

Delegation Order Process

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



Employment Training Panel

MEMORANDUM

To: Panel Members April 24, 2026

cc: Jessica Grimes, Executive Director
Peter Cooper, Assistant Director/Senior Advisor
Kumani Armstrong, Assistant Director/Chief Counsel
Laura Campbell, Chief Deputy Director
Tara Armstrong, Deputy Director of Technical Branch

From: Michael A. Cable, Staff Attorney

Subject: Pending Legislation; California Legislature; 2025-2026 Regular Session

I. ASSEMBLY BILLS

- [AB-1534 Student financial aid: federal Workforce Pell Grant program.](#)

Summary: This bill, beginning on July 1, 2026, would prohibit a campus of the University of California, the California State University, or the California Community Colleges, a private postsecondary educational institution, or an independent institution of higher education that receives state financial assistance from disbursing federal Workforce Pell Grant program funds to students enrolled in the institution's short-term programs, and advertising, marketing, or informing students about the availability of those funds unless the institution has (1) obtained authorization from the Governor that the institution meets the requirements of the federal Workforce Pell Grant program, and (2) obtained approvals and met all requirements set forth by the United States Department of Education. The bill would require a postsecondary educational institution seeking a determination that one or more of its short-term programs meets the requirements of the federal Workforce Pell Grant program to provide to the Governor, among other things, certification with any applicable verification required by the Governor that is sufficient to demonstrate that for each federal aid award year, the short-term program meets specified criteria related to its short-term program, as provided. This bill would prohibit the Governor from authorizing a postsecondary educational institution to receive federal Workforce Pell Grant program funds for a short-term program unless, among other things, the Governor determines that the short-term program meets the requirements of the above-described federal provisions and the Governor consults with the Labor and Workforce Development Agency and an advisory board, which the bill would establish. The bill would require a postsecondary educational institution to ensure that any confidential student information collected for purposes of the bill is only disclosed to the Governor or relevant state entities. The bill would authorize the Labor and Workforce Development Agency to adopt rules and regulations to implement the bill as it deems necessary.

Status: On 03/23/2026: Re-referred to Com. on L. & E.

- [AB-1542 Sensitive personal information.](#)

Summary: The California Consumer Privacy Act of 2018 (CCPA) grants a consumer various rights with respect to personal information, as defined, that is collected or sold by a business, as defined, including the right to direct a business that collects sensitive personal information, as defined, about the consumer to limit its use, as prescribed. The California Privacy Rights Act of 2020, approved by the voters as Proposition 24 at the November 3, 2020, statewide general election, amended, added to, and reenacted the CCPA. This bill would, under the CCPA, prohibit a business, service provider, or contractor from selling or sharing sensitive personal information to a third party.

Status: On 02/02/2026: Referred to Com. on P. & C.P.

- [AB-1729 State employment: telework programs.](#)

Summary: Existing law requires every state agency to develop and implement a telecommuting plan as part of its telecommuting program in work areas where telecommuting is identified as being both practical and beneficial to the organization. Existing law requires the Department of General Services to establish a unit for purposes of overseeing telecommuting programs that is required to, among other things, develop and update policy, procedures, and guidelines to assist agencies in the planning and implementation of telecommuting programs. Existing law requires the department to establish criteria for evaluating the state's telecommuting program. Existing law defines "telecommuting" for purposes of those provisions. This bill would revise and recast those provisions. The bill would replace the term "telecommuting" with "telework," as defined. The bill would also require the Department of General Services to establish a telework dashboard that displays the cost-effectiveness and efficiency benefits of state telework programs, including documenting annual savings to the state of reduced office space and operating costs. The bill would additionally require each state agency, every 10 years, to evaluate its telework program to ensure that it aligns with the state agency's unique operational needs to carry out its programmatic missions and to help recruit and retain a qualified workforce.

Status: On 04/08/2026: From committee: Do pass and re-refer to Com. on APPR. (Ayes 6. Noes 0.) (April 8). Re-referred to Com. on APPR.

- [AB-2646 Employment: minimum wages: agricultural workers.](#)

Summary: Existing law establishes a minimum wage for all industries and imposes criminal penalties for violation of these wage provisions. Existing law authorizes the Labor Commissioner to collect due and unpaid wages or benefits on behalf of workers. Under existing law, the commissioner acts as trustee and deposits collected wages and benefits into the Industrial Relations Unpaid Wage Fund, which is continuously appropriated for the purpose of remitting the collected wages or benefits. This bill would require the minimum hourly wage for an approved agricultural employee and corresponding employee, as defined, to be \$19.75 per hour. Commencing January 1, 2027, and each January thereafter, the bill would require the above-described minimum hourly wage to be adjusted by an amount equal to the cost-of-living adjustment for social security benefits, as specified. By expanding the scope of a crime, the bill would impose a state-mandated local program. By increasing the revenue to the Industrial Relations Unpaid Wage Fund, a continuously appropriated fund, and expanding the purposes for which moneys in that fund may be used, the bill would make an appropriation.

Status: On 03/26/2026: Re-referred to Com. on L. & E.

II. SENATE BILLS

- [SB-1059 Employment Training Panel.](#)

Summary: Existing law establishes the Employment Training Panel within the Employment

Development Department and sets forth its powers and duties with respect to certain employment training programs. Existing law declares the intent of the Legislature that the purpose of provisions relating to the panel is to establish an employment training program to promote a healthy labor market in a growing, competitive economy and to fund only projects that meet specified criteria, including, among other things, fostering retention of high-wage, high-skilled jobs in manufacturing, and other industries, as provided. This bill would state the intent of the Legislature to enact subsequent legislation relating to the Employment Training Panel.

Status: On 04/09/2026: Set for hearing April 15.

- [SB-1114 Data collection: sexual orientation, gender identity, and intersex status: disclosure.](#)
Summary: Existing law, the Lesbian, Gay, Bisexual, Transgender, and Intersex Disparities Reduction Act, requires the State Department of Public Health, among other specified state entities, in the course of collecting demographic data directly or by contract as to the ancestry or ethnic origin of Californians, to collect voluntary self-identification information pertaining to sexual orientation, gender identity, and variations in sex characteristics/intersex status (SOGISC). This bill would define “information pertaining to SOGISC” to mean information pertaining to a person’s sexual orientation identity, gender identity or gender expression, identification as intersex, or identification as possessing sex characteristics that vary from those typically associated with a person’s sex assigned at birth. This bill would prohibit information pertaining to SOGISC collected pursuant to the Lesbian, Gay, Bisexual, Transgender, and Intersex Disparities Reduction Act, or collected by public postsecondary education institutions in accordance with the above paragraph, from being disclosed in personally identifiable form to any entity outside of California state government, or a vendor contracted to provide services to the California state government, subject to specified exceptions, and would require information pertaining to SOGISC reported in an identifiable form to be limited to the minimal extent required to meet the applicable exception, and in compliance with the Information Practices Act of 1977. The bill would provide that these provisions also apply to information that could reasonably be used to infer a person’s transgender or intersex status, as specified, and a violation of these provisions is subject to penalties described in the Information Practices Act of 1977. By expanding the scope of a crime in the Information Practices Act of 1977, this bill would impose a state-mandated local program.

Status: On 04/10/2026: Set for hearing April 20.

- [SB-1132 Workforce development: workplace rights training.](#)
Summary: Existing law establishes the California Workforce Development Board as the body responsible for assisting the Governor in the development, oversight, and continuous improvement of California’s workforce investment system and the alignment of the education and workforce investment systems to the needs of the 21st century economy and workforce. Existing law requires the board to assist the Governor in specified activities for this purpose. Existing law requires each local workforce development board to develop and submit to the Governor a comprehensive 4-year local plan and to establish at least one full service one-stop career center, as specified. This bill would require the California Workforce Development Board to develop a workplace rights curriculum in partnership with subject matter experts and would require the local boards to ensure provision of a workplace rights training consistent with that curriculum to individuals receiving services through the California workforce system. The bill would require each local plan to include a description of how the local board plans to comply with this training requirement. The bill would state the intent of the Legislature to provide this training to individuals receiving services through the one-stop system, as specified. The bill would require the California Workforce Development Board, in partnership with the Employment Development Department and the Labor and Workforce

Development Agency, to ensure local compliance with these provisions. By imposing new requirements on local workforce development boards, this bill would impose a state-mandated local program.

Status: On 04/13/2026: April 13 hearing: Placed on APPR. suspense file.

Employment Training Panel (ETP) Presentation & Action Items FY 26/27 Funding Strategies

**Presented by:
Marcela Loza – Finance Section Chief**



AGENDA

- **Priority Industries**
- **Funding Allocations**
- **Funding Limitations/Moratoriums**
- **Project Caps**
- **Reimbursement Rates**

Background

ETP reviews our funding strategies annually for the following State Fiscal Year (FY), including priority industries, allocations, funding limitations/moratoriums, project caps, and reimbursement rates

Priority Industries

Staff is recommending the following changes to the Priority Industry designations for FY26/27.

Add:

| Industry Name | NAICS Industry Group | NAICS Codes | Codes to Add |
|-----------------------------------|---|-----------------|--------------|
| Health Care and Social Assistance | General Medical and Surgical, Psychiatric and Substance Abuse Hospitals | 622110 - 622310 | 3 |

Remove:

| Industry Name | NAICS Industry Group | NAICS Codes | Codes to Remove |
|---------------|-----------------------------|-----------------|-----------------|
| Retail Trade | Food and Beverage Retailers | 445110 - 445320 | -10 |

Allocations

Staff is recommending the following allocations for FY 26/27.

| Contract Category | Percentage |
|----------------------------------|-------------|
| Single Employer | 40% |
| Small Business | 5% |
| Critical Proposal | 5% |
| Multiple Employer Contract (MEC) | 25% |
| Apprenticeship | 25% |
| Total | 100% |

Funding Limitations/Moratoriums

ETP Staff is recommending a continuation of the moratorium on the following types of projects for Core Funds:

- Adult Entertainment
- Car Dealerships
- Commission on Retail Trades
- Gambling
- Mortgage Banking
- Multi-Level Marketing
- Partners & Principles in Professional Firms
- Revision Requests to Increase Funding
- Training for Employees of Training Agencies

Project Caps

Staff is recommending an increase in funding caps:

| Contract Type | FY 25/26 Caps | Proposed FY 26/27 Caps |
|---|---------------|------------------------|
| Single Employers (includes Small Business) | \$600K | \$650K |
| Critical Proposals | \$850K | \$900K |
| Multiple Employer (MEC) | \$850K | \$900K |

Note: Caps apply per contractor per FY

Reimbursement Rates

Staff is recommending keeping our reimbursement rates the same as FY 26/27:

| Category | FY 25/26 Reimbursement Rate | Proposed FY 26/27 Reimbursement Rate |
|---|-----------------------------|--------------------------------------|
| Computer Based Training (CBT) | \$11 | \$11 |
| Apprenticeship | \$22 | \$22 |
| Non-Priority Industry | \$24 | \$24 |
| Retraining – all remaining populations and delivery methods | \$28 | \$28 |

Action Item

Staff is requesting Panel approval for the following items, as described below for FY 26/27:

- Priority Industry
- Funding Allocations
- Limitations/Moratoriums
- Project Caps
- Reimbursement Rates

Thank you!





Memorandum

To: Panel Members

Date: April 24, 2026

From: Willie Atkinson Jr. Assessment and Programs Division
Manager

Subject: **FY 26/27 Apprenticeship Funding Model Recommendations**

I. **Issue Statement:**

The Panel has been asked to address challenges of allocating limited apprenticeship funding within a highly oversubscribed program. Demand for funding has progressively and consistently exceeded available resources in recent years. As a result, clear guidance is needed to establish a consistent equitable allocation framework that addresses the continuing excess in demand.

II. **Background Information:**

At the March 23, 2012, Panel meeting, the Panel approved the Apprenticeship Pilot Program (6–0) following input from DAS, the Department of Education, the California Community College Chancellor’s Office, and trade organizations. The pilot was established to supplement—rather than displace—existing apprenticeship funding, including Related and Supplemental Instruction (RSI), funds, by reimbursing a reduced rate per hour of related instruction rather than the full priority rate.

In the years following implementation of the Apprenticeship Pilot Program, both the number of funded programs and overall demand have steadily increased, culminating in 92 apprenticeship proposals approved in FY 2025–26 with a total funding demand reaching approximately \$80 million.

Consistent with the collaborative approach used to develop the original Apprenticeship Pilot Program, ETP has continued to actively engage stakeholders—including DAS, the Department of Education, the California Community College Chancellor’s Office, program sponsors, and industry representatives, for ongoing program improvements and effectiveness. This continued engagement has resulted in a series of targeted enhancements over the years, which include:

1. Transitioned to an annual funding window to ensure all eligible programs have the opportunity to apply for and receive some level of funding support.
2. Allocated a set percentage of Core funding towards funding Apprenticeship programs.
3. Supported the passage of Legislation to clarify ETP's ability to fund apprenticeship programs.
4. Established a dedicated Apprenticeship Unit with a Manager to provide direct, consistent customer service and support to program stakeholders.
5. Created an Apprenticeship Subcommittee made up of Panel members.

ETP has made significant progress in institutionalizing apprenticeship funding as a core component of its program portfolio.

At the October 24, 2025, Panel meeting, the Panel proposed establishing a subcommittee to take a phased approach in evaluating and improving the equity of apprenticeship funding for the upcoming fiscal year. This action was taken in response to concerns raised regarding the equitable distribution of funding in apprenticeship proposals approved at the September 2025 Panel meeting. The Apprenticeship Subcommittee was tasked with developing recommendations for a funding model to be presented at the April Panel meeting and implemented for the application window for FY 26/27 opening from 12:00 am on May 11, 2026 through 11:59 pm, June 22, 2026.

Continuing the collaborative approach of stakeholder engagement, ETP Staff conducted an Apprenticeship Funding Equity Survey to gather input on the distribution of apprenticeship training funds. In addition, the Apprenticeship Subcommittee hosted two listening sessions, the first on March 12, 2026, in Long Beach, California, and the second on March 27, 2026, in Sacramento, California. During these sessions, ETP staff presented key findings from the stakeholder survey, and the subcommittee facilitated opportunities for public comment and discussion.

III. **Analysis and Recommendations:**

In providing recommendations for an equitable funding model, consideration was given to the following:

- Public comments submitted and made during the March 2026 listening sessions.
- Responses to the Apprenticeship Funding Equity Survey.

- Administrative feasibility of making changes prior to the application window opening.
- Making the application process less complex for the applicant and ETP Staff
- Panel and public feedback from memos submitted to the Policy Committee and Panel meetings in July, August, and December of 2021, January 2022, and April 2023 regarding funding recommendations.

An additional consideration in the development of an equitable funding model is that funding under this program is subject to availability and may vary from year to year; therefore, it should not be viewed as a consistent or guaranteed source of support. Program funds are intended to be supplemental in nature and are not designed to displace existing employers or sponsor investments in training. Instead, ETP resources are allocated with the intent of reaching the broadest possible audience and maximizing the overall impact of available funds.

Another key factor is that training of an apprentice is generally an inherent requirement of an apprenticeship program. These training components are core obligations established by program standards and are expected of both program sponsors and employers. As such, ETP funding is intended to support, enhance, or expand upon this required training—such as increasing capacity, improving quality, or broadening access—rather than replacing costs that sponsors are already obligated to incur.

Accordingly, Staff recommends the following actions for approval:

1. **Contract Holder** – The funding model includes a structured three-part administrative threshold analysis to determine contract responsibility. Under this approach, contract holder determination would first default to the sponsor of the approved program standards, recognizing their primary role in oversight of the apprenticeship program. Where a sponsor oversees multiple programs, a single consolidated contract would be established to encompass all participating programs under that sponsor. Second, the entity identified on the STD 204 Payee Data Record would be reviewed to confirm the appropriate legal payee and ensure alignment with the contracting entity. Finally, apprenticeship training trust documents, where applicable, would be considered to further validate governance structure, fiscal accountability, and authorized responsibility for administering funds. Together, these three criteria provide a consistent, transparent framework for identifying the appropriate contract holder and ensuring administrative clarity within the funding model.

Note: Applying the three-part threshold analysis to proposals approved in the FY25/26, 23 proposals would have been consolidated into eight, with no change in the total amounts awarded. This change would save staff

resources, eliminate the need to conduct multiple monitoring visits, audits, and reduce the number of contract revisions, as well as being less administrative cumbersome for the applicant.

2. **Per Apprentice Rate I** - The Apprentice rate is determined strictly, by the total number of registered apprentices with DAS, from all the applications submitted during the window, and the total funding allocation, with no funding cap.

The rate is only used to determine the total award amount for each proposal. Pre-apprentices and Journeyworkers can be included in the proposal once the award amount is determined. Administratively, ETP Staff will develop the proposal for the awarded amount, using the current process of projected number of trainees, training hours and reimbursement rate.

DAS registered apprenticeship data will be requested by ETP Staff on the next business day after the closing of the application window in order to provide applicants with ample time to update their information with DAS.

Note: Per existing state law, it is a requirement that all apprentices must be registered with DAS within 30 days of executing an apprentice agreement. ETP would not be the first funding Agency to implement this type of methodology. DAS in its awarding of the California Apprenticeship Council (CAC) Training Funds utilizes a proportional funding distribution method based on the number of registered apprentices.

3. **Per Apprentice Rate II** - The Apprentice rate is determined by the total number of trainees in a program as submitted by all applicants and the total allocation, with no funding cap. The numbers submitted will be validated against DAS data to ensure alignment. Data will be collected on the next business day after the closing of the application window.

Note: Comparison table with examples of proposals funded in FY25/26, at the highest awarded amount of \$362,800, applying the Per Apprenticeship Rate I (\$702) and II (\$902), and the number of registered apprentices with DAS and number of apprentices submitted by the applicant.

| FY25/26 Award | Per Apprentice Rate I (\$702) - DAS | Per Apprentice Rate II (\$902) – Self-Reported |
|----------------------|--|---|
| \$362,800 | \$473,148 (674) | \$405,900 (450) |
| \$362,800 | \$360,126 (513) | \$541,200 (600) |
| \$362,800* | \$450,684 (642) | \$373,428 (414) |
| \$362,800* | \$0 (0) | \$365,310 (405) |
| \$362,800 | \$181,818 (259) | \$306,680 (340) |
| \$362,800 | \$87,750 (125) | \$361,702 (401) |

* The applicant submitted two applications and was awarded funding for two proposals under the same entity and DAS standards.

IV. **Action:**

The Panel will need to choose whether to approve inclusion of #1 relating to who may apply, and, if so, whether to apply either #2 or #3 to the applications submitted to determine contract amount.



**Training Proposal for:
AeroVironment, Inc.**

Contract Number: ET26-0286

Panel Meeting of: April 24, 2026

Project Profile

| | | | | |
|---|---|---------------------|---|--|
| Contract Attributes: | Priority Rate Retrainee | Industry Sector(s): | Professional, Scientific, and Technical Services | |
| | | Priority Industry: | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |
| Counties Served: | Sonoma, Ventura | Repeat Contractor: | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |
| Union(s): | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | | | |
| Number of Employees in: | CA: 1,297 | U.S.: 3,792 | Worldwide: 3,920 | |
| <u>Turnover Rate:</u> | 8% | | | |
| <u>Managers/Supervisors:</u> (% of total trainees) | 8% | | | |

Funding Detail

| |
|-----------------------------|
| In-Kind Contribution |
| \$303,432 |

| |
|--------------------------|
| Total ETP Funding |
| \$150,024 |

Training Plan Table

| Job No. | Job Description | Estimated No. of Trainees | Range of Hours | | | Average Cost per Trainee | Post-Retention Wage |
|---------|-------------------------|---------------------------|----------------|------|---------------|--------------------------|---------------------|
| | | | Class / Lab | CBT | Weighted Avg: | | |
| 1 | Priority Rate Retrainee | 141 | 8-200 | 0-60 | 38 | \$1,064 | \$24.67 |

*Post-Retention Wage is the Contractual Wage.

| | |
|---|--|
| Published Minimum Hourly Wage by County: | |
| Job Number 1: | \$24.67 per hour for Sonoma and Ventura County |
| Health Benefits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | This is employer share of cost for healthcare premiums – medical, dental, vision. |
| Used to meet the Post-Retention Wage?: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |
| Health Benefits may be used to meet the Post-Retention Wage as follows: | |
| Job Number 1: | \$1.67 |
| Fringe Benefits: | The Company provides a comprehensive benefits package that covers up to 80% for medical, dental, and vision. In addition, the Company provides paid vacation, flexible spending accounts, hearing aid, Hospital Indemnity Plan, 401(k) Account, Critical Illness Plan, Disability Insurance, Identity Theft Protection, Life and AD&D Insurance, Long Term Care Insurance, Employee Assistance Program, Rocket Lawyer Legal Benefits, sick leave donation, travel assistance, Tuition Assistance & Professional Development Program, BRAVO! – Employee Recognition Program, and Employee Discounts. |
| Wage Progression: | At AV, the wage progression strategy is grounded in a performance-driven, equitable approach that rewards contribution, growth, and potential. Employees receive annual salary or wage increases through a structured performance review process. This process allows for merit-based increases of up to 10%, based on both individual performance and business outcomes. The performance review process occurs on an annual cycle, with a formal mid-year check-in to provide continuous feedback and ensure alignment with goals. This system fosters transparency and ongoing development conversations between employees and their managers. The Company is committed to internal mobility and creating pathways for advancement. Any employee, regardless of level or function, is eligible for promotion based on performance, readiness, and organizational need. This approach supports the Company’s broader strategy of investing in its people while ensuring it maintains a high-performing, future-ready workforce. |

| Wage Range by Occupation | | | | | |
|--|-------------------|------------------------------|----------------|-----------------|--------------|
| Occupations | Wage Range | Estimated number of trainees | | | |
| | | Total | \$20 and Under | \$20.01 to \$25 | Over \$25.01 |
| JOB NUMBER 1 - Priority Rate, Retrainee | | | | | |
| Manufacturing/Technician Staff | \$23.00 - \$58.00 | 28 | 0 | 6 | 22 |

| Wage Range by Occupation | | | | | |
|--|-------------------|------------------------------|----------------|-----------------|--------------|
| Occupations | Wage Range | Estimated number of trainees | | | |
| | | Total | \$20 and Under | \$20.01 to \$25 | Over \$25.01 |
| Logistics Staff | \$25.00 - \$58.00 | 12 | 0 | 2 | 10 |
| Operations Support Staff | \$25.00 - \$78.00 | 34 | 0 | 2 | 32 |
| Engineering/Information Technology Staff | \$25.00 - \$90.00 | 55 | 0 | 4 | 51 |
| Managers/Supervisors | \$38.00 - \$98.00 | 12 | 0 | 0 | 12 |

Introduction

Founded in 1971 and headquartered in Arlington, VA, AeroVironment, Inc. (AV) (<https://www.avinc.com/>) designs, develops, manufactures, and supports the operation of Unmanned Aircraft Systems (UAS), tactical missile systems, and other similar defense systems. These systems provide situational awareness, multi-band communications, force protection, and other mission critical effects. AV primarily provides products and services to the United States Department of Defense, United States Military, law enforcement departments, and first responders. Training will be delivered at the Company's six California locations in Simi Valley, Petaluma, and Moorpark. This will be AV's third ETP Contract and its third within the last five years.

ETP Priority 10200(b)

AV's training program aligns with UIC Section 10200(b) by supporting the advanced manufacturing and defense technology sector that delivers high-wage jobs in California to meet the growing market demand. The global UAS market is valued at \$38.3 billion in 2025, with projections to reach \$189.6 billion by 2034. The market in the United States is currently valued at \$12.2 billion. Rapid changes in autonomous technology, using sensor data and analytics have contributed to the expansion of the UAS market into a major industry employing both civilian and military roles.

Veterans Program

Although AV does not have a separate Veterans Job Number, the Company actively recruits veterans and emphasizes military experience as a valuable asset to the organization. This is driven by its close partnership with the United States Department of Defense and allied military organizations.

Project Details

In their previous ETP Contract, AV focused training on new technology and products that were being manufactured at that time. For this project, training will focus on the industry's rapid growth, as well as new technologies and products in demand based on current customer needs and new contracts.

AV was recently awarded a \$240 million contract to supply long-haul laser communications terminals for deployment in orbit. The Company's terminals use laser-based optical links rather than traditional radio frequencies, allowing satellites to exchange large amounts of data securely and at high speed. This new contract will require additional work and supplemental skills training for their California workforce, including extensive business unit training so that

employees can effectively manufacture the product in a timely manner and also provide on-going support and service.

Additionally, AV recently provided equipment to the United States Army under the Long-Range Reconnaissance program including multiple P550 UAS', comprehensive training equipment, and master trainers to instruct operators on rapid fielding and operational integration. The Company will continue to support the Army with seamless delivery, training, and sustainment to ensure these systems are ready when needed.

Furthermore, the proposed ETP funding will enable AV to expand its training capacity for both new and existing employees, allowing the company to implement new training and curriculum that focuses on their products, processes, and systems. This enhanced training will ensure the company remains competitive in the industry.

Training Plan

Training will be delivered via Class/Lab, E-Learning, and Computer-Based Training (CBT) methods in the following:

Business Skills: This training will be offered to all occupations in courses such as Advanced Communication Skills, Customer Support Practices, and Problem Solving.

Computer Skills: This training will be offered to all occupations in courses such as AeroVironment Proprietary System Skills, Cybersecurity, and Data and Systems Integration.

Continuous Improvement Skills: This training will be offered to all occupations in courses such as Critical Thinking, Change Management, Decision Making, and Root Cause Analysis.

Manufacturing Skills: This training will be offered to Managers/Supervisors, Manufacturing/Technician Staff, and Engineering/Information Technology Staff in courses such as Aerospace Standards, Applied Engineering Skills, Proprietary Manufacturing Methods and Applications, and Cost Optimization Strategies.

Certified Safety Training

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, Manufacturing/Technician Staff will receive up to 12 hours of training. Field training may be required, although not funded by ETP. Completion of the training results in a certificate that expands employment opportunities. This coursework is not under Cal-OSHA, but is administered under the Department of Transportation and CalTRANS. There are various certification entities for the coursework and instructors. In this proposal, the certification entity has not yet been determined.

Computer-Based Training (CBT)

CBT will be provided to supplement class/lab which is a more convenient means of delivering basic training. Trainees will receive between 0-60 hours of CBT.

Electronic Recordkeeping/LMS

Staff has reviewed and approved the Company's Learning Management System (LMS).

Commitment to Training

AV spends approximately \$700,000 annually on training including general onboarding training along with core training on skills appropriate to respective job duties. ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

The training program will be administered by the Company’s Director of Learning and Performance and Manager. They will be responsible for organizing and directing training, tracking and uploading the hours in to the ETP systems, and handling communication and meetings with ETP staff. The Company has also retained the services of a third party subcontractor to assist with the administration of this training proposal.

Prior Projects

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

| Contract No. | Term | Approved Amount | Payment Earned | |
|---------------|---------------------|-----------------|-----------------|---|
| | | | \$ | % |
| ET23-0219 | 12/19/22 - 12/18/24 | \$82,800 | \$82,800 (100%) | |
| ET19-0257-000 | 03/01/19 - 05/28/21 | \$364,000 | \$239,669 (66%) | |

ET19-0257: This contract had lower performance as a result of the COVID 19 Pandemic restrictions. The shutdown and social distancing requirements greatly hindered overall training efforts as the Company had to pause in-person training to make the appropriate business adjustments.

Subcontractors

| Subcontractor Type | Subcontractor Name | City, State | Cost / % |
|--------------------|--------------------|----------------------|----------------------|
| Development | JobForward | Huntington Beach, CA | \$9,000 |
| Administrative | JobForward | Huntington Beach, CA | 13% of Earned Amount |

| Training Vendor(s) | City, State | Cost | Description of Service |
|--------------------|-------------|------|------------------------|
| To Be Determined | - | - | - |

Self-Attestations

The Applicant has self-certified under penalty of perjury under the laws of the State of California that at the time of submission of this application, to the best of my knowledge, information, and/or belief, the applicant is in compliance with all state and federal labor and health and safety laws. UIC section 10205(e)(1)(F)

The Applicant has self-certified under penalty of perjury under the laws of the State of California that at the time of submission of this application, to the best of my knowledge, information, and/or belief, that the applicant is not ineligible to bid, be awarded, or subcontract on a public works project. UIC section 10205(e)(2)(B)

The Applicant has self-certified under penalty of perjury under the laws of the State of California that at the time of submission of this application, to the best of my knowledge, information, and/or belief, that the applicant does not have a final determination, order, judgment, or award issued against them for violations of labor law that remain unabated or unsatisfied following the period during which an appeal may be made. UIC section 10205(e)(2)(C)

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Advanced Communication Skills
- Contract Development Strategies
- Customer Support Practices
- Presentation Skills / Meeting Management
- Problem Solving
- Remote and Hybrid Work Effectiveness
- Train-the-Trainer

Computer Skills

- AeroVironment Proprietary System Skills
- Cybersecurity
- Data and Systems Integration

Continuous Improvement Skills

- Change Management
- Collaboration Techniques
- Critical Thinking
- Decision Making
- ISO Skills
- Manufacturing Best Practices
- Mentoring / Feedback
- Process Improvement / Management Skills
- Project / Program Management
- Quality System Processes
- Root Cause Analysis
- Time Management

Hazardous Materials Skills - Certified

- Hazard Communication
- Hazardous Materials Awareness
- Hazardous Materials Handling and Disposal

Manufacturing Skills

- Aerospace Standards
- Applied Engineering Skills
- Cost Optimization Strategies
- Global Product Export and Compliance Practices
- Precise Assembly / Fabrication Skills
- Proprietary Manufacturing Methods and Applications
- Value Engineering Skills

Computer-Based Training

Trainees may receive any of the following:

Business Skills

- Remarkable Customer Service (1 hour)
- Inclusive Leadership (1 hour)
- Providing Service Excellence (1 hour)
- Time Management Basics (1 hour)
- Email Etiquette (2 hours)
- Decision Making (1 hour)
- Facilitating Meetings and Groups
 - Module 1: Meeting Planning and Preparation (1.5 hours)
 - Module 2: Facilitation Techniques and Best Practices (2 hours)
 - Module 3: Managing Group Dynamics and Participation (2 hours)
 - Module 4: Conflict Resolution and Consensus Building (1.5 hours)
- Navigating Relational Conflict (1 hour)
- Working with Difficult People
 - Module 1: Understanding Difficult Behaviors and Personality Types (2 hours)
 - Module 2: Communication Strategies and Active Listening (2 hours)
 - Module 3: De-escalation Techniques and Conflict Management (2 hours)
 - Module 4: Setting Boundaries and Maintaining Professionalism (2 hours)
- 3 Routes to Good Communication (1 hour)
- 8 Keys to a More Respectful Workplace: In Doubt? Find Out! (1 hour)
- 8 Keys to a More Respectful Workplace: Listen for Understanding (1 hour)
- 8 Keys to a More Respectful Workplace: Recap (1 hour)
- Air Vehicle International Traffic in Arms Regulations (AV ITAR) and Export Training (1 hour)
- Business Execution: 01-Execution Strategies (1 hour)
- Business Execution: 02-Inspiring Workplace Excellence (1 hour)
- Business Execution: 03-Turning Ideas Into Actions (1 hour)
- Complaint Handling (1 hour)
- Developing Your Customer Focus (1 hour)
- Effective Listening Training (1 hour)
- Effective Meetings (1 hour)
- Effective Presentation Design (1 hour)
- General Data Protection Regulation (1 hour)
- Generating Great Ideas (1 hour)
- Handling Conflict: An Employee's Guide (1 hour)
- Handling Difficult Customers (1 hour)
- Handling Difficult People (1 hour)
- Handling Difficult People Round 1 - Conflict Management (1 hour)
- Healthy Communication: 01. Types of Communication at Work (1 hour)
- Healthy Communication: 02. How to Communicate Well at Work (1 hour)
- Healthy Communication: 03. How Not to Communicate (1 hour)
- Improving Operations by Enabling Growth (1 hour)

- Individual Listening Skills (1 hour)
- Interpersonal Communication (1 hour)
- Keys to a More Respectful Workplace Introduction (1 hour)
- Nonverbal Communication: Aligning Nonverbal Communication with Intentions (1 hour)
- Over the Rainbow Customer Service Training (1 hour)
- Persuasion & Negotiation Training (1 hour)
- Respect: How to be Respected (1 hour)
- Respect: Working with Dislike (1 hour)
- Service Matters: Advice for New Team Members (1 hour)
- Service Matters: Building Rapport (1 hour)
- Service Matters: Demonstrating You Care (1 hour)
- Service Matters: Excellent Customer Service Natural or Learned? (1 hour)
- Service Matters: Handling Bad Days (1 hour)
- Service Matters: Handling Varied Customer Styles (1 hour)
- Service Matters: Introduction (1 hour)
- Service Matters: Is the Customer Always Right? (1 hour)
- Service Matters: Motivation to Excel (1 hour)
- Service Matters: Taking Ownership (1 hour)
- Service Matters: What's in it for You? (1 hour)
- Service Matters: Who Would Replace You? (1 hour)
- The Art of Execution (1 hour)
- The Art of Influence (1 hour)
- The Importance of Good Communication Skills (1 hour)
- The Power of One- Taking Accountability to Get Results (1 hour)

Computer Skills

- Power BI (Business Intelligence) Masterclass (Beginner to Advanced)
 - Module 1: Power BI Fundamentals and Interface (1.5 hours)
 - Module 2: Data Connection and Transformation (1.5 hours)
 - Module 3: Data Visualization and Report Creation (2 hours)
 - Module 4: Advanced Features and Dashboard Publishing (1 hour)
- Adobe Acrobat DC Pro: Beginner (3 hours)
- Introduction to SQL (Structured Query Language) Training
 - Module 1: SQL Fundamentals and Database Concepts (3 hours)
 - Module 2: Basic Queries (SELECT, WHERE, ORDER BY) (3 hours)
 - Module 3: Joins and Relationships (3 hours)
 - Module 4: Aggregate Functions and GROUP BY (2 hours)
 - Module 5: Subqueries and Advanced Queries (3 hours)
 - Module 6: Data Manipulation (INSERT, UPDATE, DELETE) (2 hours)
- CompTIA Network+ N10-007
 - Module 1: Networking Concepts and OSI Model (4 hours)
 - Module 2: Network Infrastructure and Devices (4 hours)
 - Module 3: IP Addressing and Subnetting (4 hours)
 - Module 4: Routing and Switching (4 hours)
 - Module 5: Network Security Fundamentals (3 hours)
 - Module 6: Wireless Networking Technologies (3 hours)
 - Module 7: Network Troubleshooting and Tools (4 hours)
- OneNote 2013 (1 hour)

- SQL - Basics Training (2 hours)
- Cyber Security Awareness (1 hour)
- Intermediate Microsoft Word 2016 Training (1 hour)
- Advanced Microsoft Outlook 2016 (1 hour)
- Autotime Training (1 hour)
- Creating an Online Spreadsheet (1 hour)
- Cyber Security Basics (1 hour)
- Excel 2016 - Frequently Used Formulas and Functions (1 hour)
- Excel 2016 - Pivot Tables (1 hour)
- Excel 2016 - Statistical Analysis (1 hour)
- Excel 2016 PC (1 hour)
- Excel Online Training (1 hour)
- Handling Sensitive Information Securely (1 hour)
- Mobile Device Security (1 hour)
- Outlook 16 Training (1 hour)
- PowerPoint 2016 - Adding Media (1 hour)
- PowerPoint 2016 - Present & Share (1 hour)
- PowerPoint 2016 - Shapes & SmartArt (1 hour)
- PowerPoint 2016 - Working with Pictures (1 hour)
- PowerPoint 2016 (Mac) (1 hour)
- PowerPoint 2016 (PC) (1 hour)
- Understanding Cyber Security (1 hour)
- USB Attack (1 hour)
- Word 2016 - Mail Merge (1 hour)
- Word 2016 - Table of Contents and References (1 hour)
- Word 2016 - Tables and Graphics (1 hour)
- Word 2016 - Tracking Changes & Comments (1 hour)
- Word 2016 (Mac) (1 hour)
- Word 2016 (PC) (1 hour)
- Word 2016 Newsletter (1 hour)

Continuous Improvement Skills

- Agile Project Management: 02. Traditional vs. Agile Project Management (1 hour)
- Agile Project Management: 04. Agile Manifesto Principles 7-12 (1 hour)
- Agile Project Management: 05. Value Driven Project Management (1 hour)
- Agile Project Management: 06. Setting Vision and Prioritization in Agile Projects (1 hour)
- Agile Project Management: 07. Scrum and Extreme Programming (XP) Methodologies (1 hour)
- Agile Project Management: 09. Planning Agile Projects (1 hour)
- Agile Project Management: 11. Implementing Agile Projects (1 hour)
- Agile Project Management: 15. Soft Skills and Servant Leadership in Agile Projects (1 hour)
- Agile Project Management: 03. Agile Manifesto Principles 1-6 (1 hour)
- Accelerate Goal Achievement (1 hour)
- Acting Effectively on a Team (1 hour)
- Becoming a Great Leader: Building an Effective Leadership Team (1 hour)

- Becoming a Great Leader: Characteristics (1 hour)
- Becoming a Great Leader: Creating Followership (1 hour)
- Becoming a Great Leader: Developing Followers (1 hour)
- Becoming a Great Leader: Developing Yourself (1 hour)
- Becoming a Great Leader: Effective Delegation (1 hour)
- Becoming a Great Leader: Empowering Followers (1 hour)
- Becoming a Great Leader: Fundamentals (1 hour)
- Becoming a Great Leader: How to be a Follow-able Leader (1 hour)
- Becoming a Great Leader: How to Motivate Employees (1 hour)
- Becoming a Great Leader: Introduction (1 hour)
- Becoming a Great Leader: Leadership and Power (1 hour)
- Becoming a Great Leader: Motivational Leadership (1 hour)
- Becoming a Great Leader: Putting It All Together (1 hour)
- Building Accountability: Managing Yourself (1 hour)
- Building Accountability: Taking Ownership (1 hour)
- Building Accountability: Trust and Performance at Work (1 hour)
- Coaching Skills: Captain (1 hour)
- Coaching Skills: Contributor (1 hour)
- Coaching Skills: Introduction (1 hour)
- Coaching Skills: Key Player (1 hour)
- Coaching Skills: Rookie (1 hour)
- Coaching Skills: The Coaching Conversation (1 hour)
- Coping with Change: Change Behaviors (1 hour)
- Coping with Change: Change for Managers (1 hour)
- Coping with Change: Change Model (1 hour)
- Coping with Change: Change Phases (1 hour)
- Coping with Changes in Your Team (1 hour)
- Creating the Mindset for Your New Role (1 hour)
- Critical Thinking (1 hour)
- Critical Thinking and Problem Solving (1 hour)
- Decision Making (1 hour)
- Discussing Your New Leadership Role (1 hour)
- Effective Decision Making (1 hour)
- Emotional Intelligence - Perceiving Emotions (1 hour)
- Emotional Intelligence (1 hour)
- Emotional Intelligence Essentials (1 hour)
- Emotional Intelligence Fundamentals (1 hour)
- Emotional Intelligence: What is Emotional Intelligence? (1 hour)
- Establishing Yourself as a Leader (1 hour)
- Get Smarter With Goals (1 hour)
- Goal Setting (1 hour)
- Goal-Setting in the Workplace (1 hour)
- Handling Change (1 hour)
- Helping Others Achieve Goals (1 hour)
- How Do I Build an Effective Leadership Team (1 hour)
- Kaizen: The Philosophy of Continuous Improvement (1 hour)
- Leadership in Times of Change (1 hour)
- Making an Impact (1 hour)

- Making Change Happen (1 hour)
- Making Decisions (1 hour)
- Making Your New Management Position Successful Part A (1 hour)
- Making Your New Management Position Successful Part B (1 hour)
- Managing Difficult People (1 hour)
- Master Lean Thinking to Boost Value and Results (1 hour)
- Project Teams Rely on Each Other (1 hour)
- Reducing Resistance to Change (1 hour)
- Reinforce Great Teamwork (1 hour)
- S.M.A.R.T. Goals (1 hour)
- Share Your Knowledge and Expertise (1 hour)
- Situational Leadership (1 hour)
- Stepping up to Leadership (1 hour)
- Successful Time Management (1 hour)
- Team Building: 01. What is Team Building? (1 hour)
- Team Building: 02. Types of Teams (1 hour)
- Team Building: 03. Effective Team Members (1 hour)
- Team Building: 04. Team Development and the Tuckman Model (1 hour)
- Team Building: 05. Characteristics of a Successful Team (1 hour)
- Team Building: 06. Teams in Crisis Situations (1 hour)
- Team Norms and Expectations (1 hour)
- Teamwork in Critical Situations (1 hour)
- Teamworking (1 hour)
- The Art of Negotiation (1 hour)
- The Fundamentals of Ownership Thinking (1 hour)
- Transformational Leadership: Creating Focus During Change (1 hour)
- Transformational Leadership: Dealing with Resistance (1 hour)
- Transformational Leadership: Transforming the Organization (1 hour)
- Understand the Expectations of a New Role (1 hour)
- What It Takes to Be a Leader (1 hour)



**Training Proposal for:
Balfour Beatty Construction, LLC**

Contract Number: ET26-0287

Panel Meeting of: April 24, 2026

Project Profile

| | | | | |
|---|---|---------------------|---|--|
| Contract Attributes: | Priority Rate Retrainee SET | Industry Sector(s): | Construction | |
| | | Priority Industry: | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |
| Counties Served: | Los Angeles, Orange, Riverside, Sacramento, San Diego, Ventura | Repeat Contractor: | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |
| Union(s): | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | | | |
| Number of Employees in: | CA: 350 | U.S.: 350 | Worldwide: 30,000 | |
| <u>Turnover Rate:</u> | 5% | | | |
| <u>Managers/Supervisors:</u> (% of total trainees) | N/A | | | |

Funding Detail

| |
|-----------------------------|
| In-Kind Contribution |
| \$625,899 |

| |
|--------------------------|
| Total ETP Funding |
| \$455,000 |

Training Plan Table

| Job No. | Job Description | Estimated No. of Trainees | Range of Hours | | | Average Cost per Trainee | Post-Retention Wage |
|---------|-----------------------------|---------------------------|----------------|------|---------------|--------------------------|---------------------|
| | | | Class / Lab | CBT | Weighted Avg: | | |
| 1 | Priority Rate SET Retrainee | 325 | 8-200 | 0-40 | 50 | \$1,400 | \$33.64 |

*Post-Retention Wage is the Contractual Wage.

| | |
|---|--|
| Published Minimum Hourly Wage by County: | |
| Job Number 1: | \$33.64 per hour for SET Priority Wage |
| Health Benefits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No This is employer share of cost for healthcare premiums – medical, dental, vision. | |
| Used to meet the Post-Retention Wage?: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |
| Health Benefits may be used to meet the Post-Retention Wage as follows: | |
| Job Number 1: | \$2.50 |

| Wage Range by Occupation | | | | | |
|---|-------------------|------------------------------|----------------|-----------------|--------------|
| Occupations | Wage Range | Estimated number of trainees | | | |
| | | Total | \$20 and Under | \$20.01 to \$25 | Over \$25.01 |
| JOB NUMBER 1 - Priority Rate, SET, Retrainee | | | | | |
| Project Engineer | \$31.96 - \$62.86 | 80 | 0 | 0 | 80 |
| Safety | \$31.14 - \$68.15 | 60 | 0 | 0 | 60 |
| Administration Staff | \$31.14 - \$70.00 | 40 | 0 | 0 | 40 |
| Frontline Supervisor/Manager | \$36.87 - \$79.00 | 20 | 0 | 0 | 20 |
| Technician | \$50.48 - \$71.59 | 75 | 0 | 0 | 75 |
| Estimator | \$52.89 - \$72.35 | 50 | 0 | 0 | 50 |

Introduction

Founded in 1933 and headquartered in San Diego, Balfour Beatty Construction, LLC (Balfour), (www.balfourbeattyus.com) is a professional construction management company that provides a full range of construction management, general contracting, design build, integrated delivery, and pre-construction services. The Company’s customers include private developers and public entities such as K-12 school districts, community colleges, and universities. Training under this proposal will take place at their seven locations in San Diego, Orange, Riverside, Ventura, Los Angeles, and Sacramento Counties. This is Balfour’s fourth ETP Contract and its second in the last five years.

Veterans Program

Balfour employs Veterans and encourages Veterans to apply for open positions.

Project Details

Previous training focused on project management and sustainability. Balfour has identified a need to evolve its training program as the Company expands its market area and new projects are acquired. Balfour has over 60 active projects throughout California including the new Sacramento International Airport Pedestrian Walkway and the Orange County Youth Transition Center. The Company has invested over \$1.1M on new software and equipment including Microsoft Copilot, ClearStory, Procore, and Field AI Equipment. Training will ensure Balfour can implement advanced capabilities into existing operations in order to provide quick turnaround on orders.

The Company has also grown substantially in the last 2 years and projects to hire 10 new employees within the next 2 years. With the current workload and aggressive expansion plans, training is crucial to ensure employees are up to date on the latest technology to stay in alignment with standard operating procedures with opportunities for employees to move into higher roles within the business. Balfour will continue to train on sustainable design (energy efficiency), technology, and project delivery methods. Although training may be similar to prior projects, no trainee will receive duplicate training.

Training Plan

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

Business Skills: Training will be offered to all occupations focused on improving client relations. Training topics include Critical Conversations, Negotiation, and Client Relations.

Commercial Skills: Training will be offered to Project Engineers, Technicians, Safety, Estimators, and Frontline Supervisor/Managers focused on equipment operation. Training topics include Estimating, Field AI Equipment, and Drone Equipment.

Computer Skills: Training will be offered to all occupations focused on internal software. Training topics include Bluebeam, Procore, and Comaea.

Continuous Improvement Skills: Training will be offered to all occupations focused on lean operation. Training topics include Lean Techniques, Sustainability, and Zero Waste.

Certified Safety Training

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

Hazardous 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, Estimators, Frontline Supervisor/Managers, Project Engineers, Safety, and Technicians may receive up to 24 hours of training. Field training may be required, although not funded by ETP. Completion

of the training results in a certificate that expands employment opportunities. This coursework is not under Cal-OSHA, but is administered under the Department of Transportation and CalTRANS. There are various certification entities for the coursework and instructors. In this proposal, the certification entity has not yet been determined.

Computer-Based Training (CBT)

CBT will be provided to supplement class/lab which is a more convenient means of delivering basic training. Trainees will receive between 0-40 hours of CBT.

Alternate Recordkeeping

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

Special Employment Training

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

➤ Wage and Retention Modifications

For trainees employed in a priority industry, the Panel may modify the wage up to 25% below the statewide average hourly wage (from \$44.85 to \$33.64). The Company requests this modification.

Impact/Outcome

Trainees may receive the following certifications:

- Leadership in Energy and Environmental Design (LEED)
- Design Build Institute of America (DBIA)
- Certified Construction Manager (CCM)
- Planning & Scheduling Professional Certification
- Lean Construction Certified
- Certified Professional Estimator (CPE)
- OSHA 10/30
- HAZMAT

Commitment to Training

Balfour invests \$100k on training annually for all its locations. Training includes orientation and general safety. ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

The Senior Professional and Vice President in Human Resources will be responsible for overseeing all aspects of the training project including scheduling trainings, roster collection, and enrolling trainees. The Vice President will also be responsible for ensuring all training hours are captured correctly for each office. Training will be provided by in-house experts and external

vendors as necessary. Balfour has also retained a third party administrator to assist with the administration of this project.

Prior Projects

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

| Contract No. | Term | Approved Amount | Payment Earned \$ % |
|---------------------|---------------------|------------------------|-------------------------------|
| ET23-0174 | 10/31/22 - 10/30/24 | \$247,020 | \$246,596 (100%) |

Subcontractors

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

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

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Accounting
- Business Acquisition
- Client Relations
- Critical Conversations
- Frontline Leadership
- Negotiation
- Presentation Skills
- Project Management

Commercial Skills

- Construction Procedures
- Drone Equipment
- Environmental Procedures
- Energy Efficiency
- Estimating
- Field AI Equipment
- Product Knowledge
- Scheduling
- Zero Harm

Computer Skills

- Bluebeam
- ClearStory
- Comaea
- Customer Relationship Management (CRM)
- Dayforce
- Document Crunch
- Estimating/Preconstruction Software
- Extracts Pro
- Field Building Information Modeling (BIM) Management
- Financial Accounting Software
- InDesign
- Job Management System (JMS)
- Join Platform
- LeadTime
- Microsoft Copilot (AI)
- Microsoft Office (Intermediate/Advanced)
- OpenSpace
- Procore
- Smartsheet
- Scheduling Software
- Virtual & Augmented Reality
- Virtual Design & Construction

Continuous Improvement Skills

- Certified Construction Manager (CCM)
- Certified Professional Estimator (CPE)
- Design Build Institute of America (DBIA)
- Leadership in Energy and Environmental Design (LEED)
- Lean Construction Certified
- Lean Techniques
- Planning & Scheduling Professional Certification
- Project Delivery Methods
- Quality Control
- Sustainability
- Supplier Diversity
- Zero Waste

Hazardous Materials Skills - Certified

- HAZMAT

Safety Skills - OSHA 10 (Certified-OSHA Instructor)

- OSHA 10

Safety Skills - OSHA 30 (Certified-OSHA Instructor)

- OSHA 30

Computer-Based Training

Trainees may receive any of the following:

Safety Skills - OSHA 10 (Certified-OSHA Instructor)

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

Safety Skills - OSHA 30 (Certified-OSHA Instructor)

- Asbestos Awareness (30 mins)
- Asbestos for Supervisors (2 hrs)
- Caught-in or Between (1.5 hrs)
- Confined Spaces (30 mins)
- Cranes, Derricks, Hoists, Elevators and Conveyors (1 hr)
- Electrical Safety (2 hrs)

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



Training Proposal for:
CMH Manufacturing West, Inc. dba Clayton Homes

Contract Number: ET26-0285

Panel Meeting of: April 24, 2026

Project Profile

| | | | | |
|---|---|---------------------|---|--|
| Contract Attributes: | Priority Rate Retrainee | Industry Sector(s): | Manufacturing | |
| | | Priority Industry: | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |
| Counties Served: | Riverside | Repeat Contractor: | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | |
| Union(s): | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | | | |
| Number of Employees in: | CA: 230 | U.S.: 230 | Worldwide: 230 | |
| <u>Turnover Rate:</u> | 8% | | | |
| <u>Managers/Supervisors:</u> (% of total trainees) | 5% | | | |

Funding Detail

| |
|-----------------------------|
| In-Kind Contribution |
| \$425,000 |

| |
|--------------------------|
| Total ETP Funding |
| \$312,200 |

Training Plan Table

| Job No. | Job Description | Estimated No. of Trainees | Range of Hours | | | Average Cost per Trainee | Post-Retention Wage |
|---------|-------------------------|---------------------------|----------------|-----|---------------|--------------------------|---------------------|
| | | | Class / Lab | CBT | Weighted Avg: | | |
| 1 | Priority Rate Retrainee | 223 | 8-200 | 0-0 | 50 | \$1,400 | \$25.00 |

*Post-Retention Wage is the Contractual Wage.

| | |
|---|--|
| Published Minimum Hourly Wage by County: | |
| Job Number 1: | \$24.67 per hour for Riverside County |
| Health Benefits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | This is employer share of cost for healthcare premiums – medical, dental, vision. |
| Used to meet the Post-Retention Wage?: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | |
| Health Benefits may be used to meet the Post-Retention Wage as follows: | |
| Job Number 1: | \$0.00 |
| Fringe Benefits: | CMH Manufacturing West, Inc., dba Clayton Homes pays on average \$425 per month for employees Medical, Dental, Vision and life benefits. In addition, employees accrue vacation time every pay period and earn roughly 2 weeks of total vacation per year. Other fringe benefits include the option to participate in a 401(k) plan after the first open enrollment. |
| Wage Progression: | Performance reviews are conducted after 90 days and then annually thereafter. Reviews are intended to provide feedback on performance and to provide opportunities for course correction. The Company evaluates employees for wage increases and promotions on an annual basis and always includes a breakdown and discussion around the employees' total compensation. Increases are on average 5% to 6%. |

| Wage Range by Occupation | | | | | |
|--|-------------------|------------------------------|----------------|-----------------|--------------|
| Occupations | Wage Range | Estimated number of trainees | | | |
| | | Total | \$20 and Under | \$20.01 to \$25 | Over \$25.01 |
| JOB NUMBER 1 - Priority Rate, Retrainee | | | | | |
| Administration | \$25.00 - \$50.00 | 55 | 0 | 20 | 35 |
| Production | \$25.00 - \$55.00 | 100 | 0 | 55 | 45 |
| Transportation/Installation | \$25.00 - \$55.00 | 58 | 0 | 38 | 20 |
| Manager/Supervisor | \$25.00 - \$60.00 | 10 | 0 | 2 | 8 |

Introduction

Founded in 1956 and headquartered in Perris, CMH Manufacturing West, Inc., dba Clayton Homes (Clayton Homes)(www.claytonhomes.com) is a single-family home builder. The Company builds, sells, finances and insures modern manufactured homes, modular homes, CrossMod® homes, site-built homes and Park Model Recreational Vehicles (PMRV). Customers include first-time homebuyers, buyers looking for customizable housing options, and those seeking accessible financing through Clayton Home's affiliated services. Beyond homebuyers, Clayton Homes also engages with homebuilders, retail home centers, financial

and insurance customers, and local communities involved in housing development. Training will take place at its single location in Perris. This will be the Company's first ETP Contract.

ETP Priority 10200(b)

Clayton Homes aligns with ETP priorities by developing workers with the skills needed to operate new technologies and modern manufacturing methods used in today's home building processes. The Company continually updates training to support evolving production equipment, quality control systems, and operational standards, ensuring frontline employees gain high value experience and transferable skills that strengthen California's manufacturing workforce.

Veterans Program

Although Clayton Homes does not have a formal Veteran outreach program, the Company employs Veterans and welcomes Veterans to apply for employment through its standard company hiring process.

Project Details

Clayton Homes is undergoing operational and technological changes that require employees to update their skills to maintain safety, quality, and efficiency. In addition, the Company is expanding its product lines to include manufactured, modular, CrossMod®, site-built homes, and PMRVs. Evolving quality and regulatory standards, along with rising customer expectations for modern, customizable homes, require employees to strengthen their technical skills, improve customer service capabilities, and adopt updated digital tools and processes. The proposed training will equip workers with technical, operational, and customer service skills, as well as knowledge in the new construction methods, materials, and production processes that are needed to meet these demands.

Training also supports workforce development by strengthening technical expertise in areas such as accounting, purchasing, operational efficiency, program management, and scheduling. Employees will receive hands-on instruction in manufacturing skills including glass fabrication and installation and green building techniques, preparing employees for career advancement through quality standards and lean manufacturing training. Together, these efforts enable the Company to meet the growing demand for modern, affordable housing.

This training is essential to ensure employees can perform their jobs safely and efficiently, adapt to new building technologies, and uphold Clayton Homes' commitment to quality and affordability while delivering a consistent customer experience. Clayton Homes also anticipates hiring between 10 and 20 employees over the next 24 months, and these newly hired employees will be included in the training plan to ensure they gain the critical skills needed for success.

Training Plan

Training will be delivered via Class/Lab, E-Learning, and Productive Lab as outlined below:

Business Skills: Training will be offered to all occupations and will provide the skills necessary to improve customer service, increase efficiency and product knowledge. Training will include Conflict Resolution, Leadership, and Marketing and Business Development.

Computer Skills: Training will be offered to all occupations and will focus on digital technologies and software that support daily operations. Training will include Crystal Reports Accounting Software and Microsoft Office (Intermediate/Advanced).

Continuous Improvement Skills: Training will be offered to all occupations and will focus on increasing efficiency, problem-solving techniques, and job performance. Training topics include Process Improvement, Productivity Improvement, and Quality Improvement.

Manufacturing Skills: Training will be provided to all occupations and will focus on the skills and knowledge needed to operate and maintain current production equipment, ensure product quality, and implement best practices. Training topics include Blueprint Reading, Equipment Operations/Maintenance, and Inventory Control-Cycle Counting.

Productive Laboratory

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

The Company anticipates that 60 Production staff trainees will receive up to 12 hours of PL-Manufacturing Skills training. PL training will allow Clayton Homes to provide hands-on instruction in a productive environment that cannot be adequately replicated in a classroom setting due to variables between each type of job, environmental conditions such as weather, people, and/or vehicle traffic that the Company is required to work around. PL will be used to train employees on equipment including chop saws, compressors, drills, hand tools, nail guns, paint sprayers, sanders, and skill saws. Topics will include Filler Equipment Operation, High Temperature Short Time Machine, and Sheet Metal Forming (press brake / panel bender).

This training will help new and incumbent workers achieve the competencies necessary to perform their jobs with the highest level of safety and efficiency. PL training will utilize an experienced trainer to specify the scope of work, explain the process, equipment, and verify that the trainee understands standards and specifications. The trainer will observe the PL trainees performing the task, provide feedback, and ensure that the task has been performed correctly to ensure that the employee understands the process and reaches competency. The trainer-to-trainee ratio will be 1:1.

Alternate Recordkeeping

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

Commitment to Training

Clayton Homes spends approximately \$90,000 annually on training and includes continuous employee development through on-the-job instruction, safety and compliance training, structured new hire onboarding, and ongoing operational and technical training on new home models, construction methods, and sales tools. The Company also provides customer experience and professional development training to ensure employees deliver knowledgeable, high-quality support throughout the home building process. ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

The Human Resources Manager will oversee all aspects of ETP training and administrative responsibilities including scheduling, delivery, documentation of training, and other ETP activities. Training will be provided by in-house subject matter experts. The Company has also retained a third-party administrator to assist with the administration of this project.

Subcontractors

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

| Training Vendor(s) | City, State | Cost | Description of Service |
|---------------------------|--------------------|-------------|-------------------------------|
| To Be Determined | - | - | - |

Self-Attestations

The Applicant has self-certified under penalty of perjury under the laws of the State of California that at the time of submission of this application, to the best of my knowledge, information, and/or belief, the applicant is in compliance with all state and federal labor and health and safety laws. UIC section 10205(e)(1)(F)

The Applicant has self-certified under penalty of perjury under the laws of the State of California that at the time of submission of this application, to the best of my knowledge, information, and/or belief, that the applicant is not ineligible to bid, be awarded, or subcontract on a public works project. UIC section 10205(e)(2)(B)

The Applicant has self-certified under penalty of perjury under the laws of the State of California that at the time of submission of this application, to the best of my knowledge, information, and/or belief, that the applicant does not have a final determination, order, judgment, or award issued against them for violations of labor law that remain unabated or unsatisfied following the period during which an appeal may be made. UIC section 10205(e)(2)(C)

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Accounting
- Coaching
- Communication
- Conflict Resolution
- Customer Relations
- Finance
- Goal Setting
- Inventory Control
- Leadership
- Marketing and Business Development
- Product Knowledge
- Program Management
- Project Management
- Purchasing
- Scheduling
- Team Cohesiveness

Computer Skills

- Crystal Reports Accounting Software
- Microsoft Office (Intermediate/Advanced)

Continuous Improvement Skills

- 5S (Sort, Set in Order, Shine, Standardize, Sustain)
- AS9100 Quality Standards
- ISO9001-2008 Quality Management Requirements
- ISO 13485 Quality Management Requirements
- Lean Manufacturing
- Process Improvement
- Productivity Improvement
- Quality Improvement

Manufacturing Skills

- Blueprint Reading
- Construction Techniques
- Equipment Operations/Maintenance
- Glass Fabrication and Installation
- Green Building Techniques
- Inspection Techniques
- Inventory Control-Cycle Counting
- Job Site Procedures
- Leadership Energy Environmental Design (LEED)
- Manufacturing Modular Homes

- Material Requirements Planning (MRP)
- Quality Control
- Warehouse Procedures (Shipping, Receiving, Order Picking/Packing)

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

Trainees may receive any of the following:

Manufacturing Skills

- Blow Mold Equipment Operation
- Conveyor Equipment and Controls Training
- Drywall, Plumbing, Electrical, and Shingles Installation
- Filler Equipment Operation
- Forklift Practical Training
- Hand Tools
- Handling and Investigating of Out of Specification Finished Goods
- Hazard Training
- High Temperature Short Time (HTST) Machine
- Paint Sprayer Operation
- Power Tool Operation (Chop Saw, Compressor, Drill, Nail Gun, Sander, Sawzall, Skillsaw)
- Production Controls Training
- Raw Material - Receiving, Inspection, Storage, Testing and Release
- Sheet Metal Forming (press brake/panel bender)
- Welding (spot, tig/mig, jet line)
- Wire Machine / Wire Harness Assembly

**GKN Aerospace Chem-Tronics Inc.
dba GKN Aerospace**

WITHDRAWN

Mariani Nut Company

WITHDRAWN

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Business Writing
- Communication Skills
- Critical Thinking
- Customer Service
- Digital Security Awareness
- Finance & Accounting Principles
- Goal Setting
- Leadership Skills
- Organizational Changes
- Presentation Skills
- Problem Solving & Decision Making
- Product Knowledge
- Project Management
- Sales Skills
- Time Management
- Utilizing Artificial Intelligence

Computer Skills

- Artificial Intelligence
- Decision Resource, Inc.
- INFO (Brand Specific) Support
- Mobile Devices
- Materials Requirement Planning (MRP) System
- Microsoft Office (Intermediate/Advanced)
- Networking
- One Point Learning System
- Syteline Enterprise Resource Planning (ERP) System

Hazardous Materials Skills

- Fumigation Procedures
- Lockout/Tagout
- Material Disposal
- Pesticides and Sanitation

Manufacturing Skills

- Assembly Processes
- Automated Palletizing
- Automated Packaging
- Bagging/Bag Lines
- Boiler Utilization
- British Retail Consortium (BRC) Global Standards
- Equipment Maintenance

- Equipment Operation
- Error Reduction
- Facility Processes & Procedures
- Forklift Training
- Facility Processes
- GFSI (Global Food Safety Initiative)
- Good Manufacturing Practices
- Kaizen (The 5S Approach)
- LEAN Practices
- Laser Sorters
- Manufacturing Basics
- Pest Control
- Programmable Logic Controllers (PLC) Machine
- Package Equipment Operations
- Product Handling
- Production Technique
- Quality Assurance
- Sanitation Training
- Six Sigma
- Sorter Operations
- X-Ray Machinery



**Training Proposal for:
Sierra Pacific Home & Comfort, Inc.**

Contract Number: ET26-0288

Panel Meeting of: April 24, 2026

Project Profile

| | | | | |
|---|---|---------------------|---|--|
| Contract Attributes: | Priority Rate Retrainee SB < 100 SET | Industry Sector(s): | Construction | |
| | | Priority Industry: | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |
| Counties Served: | Sacramento | Repeat Contractor: | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |
| Union(s): | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | | | |
| Number of Employees in: | CA: 98 | U.S.: 98 | Worldwide: 98 | |
| <u>Turnover Rate:</u> | 3% | | | |
| <u>Managers/Supervisors:</u> (% of total trainees) | N/A | | | |

Funding Detail

| |
|-----------------------------|
| In-Kind Contribution |
| \$250,000 |

| |
|--------------------------|
| Total ETP Funding |
| \$159,600 |

Training Plan Table

| Job No. | Job Description | Estimated No. of Trainees | Range of Hours | | | Average Cost per Trainee | Post-Retention Wage |
|---------|---|---------------------------|----------------|-----|---------------|--------------------------|---------------------|
| | | | Class / Lab | CBT | Weighted Avg: | | |
| 1 | Priority Rate SB < 100 SET Retrainee | 95 | 8-200 | 0-0 | 60 | \$1,680 | \$33.64 |

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

| |
|---|
| Published Minimum Hourly Wage by County: Job Number 1: \$33.64 per hour SET Modified Wage. |
| Health Benefits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No This is employer share of cost for healthcare premiums – medical, dental, vision. |
| Used to meet the Post-Retention Wage?: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| Health Benefits may be used to meet the Post-Retention Wage as follows: Job Number 1: \$0.00 |

Compensation Used To Meet Post-Retention Wage

| Occupation | Type of Compensation | Amount Per Hour |
|--|----------------------|-----------------|
| Administration Staff | Bonuses | \$8.64 |
| Justification | | |
| Administration Staff are paid a standard hourly wage. They do not engage in selling and only receive bonuses as additional compensation. | | |

| Occupation | Type of Compensation | Amount Per Hour |
|--|----------------------|-----------------|
| Dispatchers | Commission + Bonuses | \$13.64 |
| Justification | | |
| Dispatchers are paid a standard hourly wage. They do not participate in sales activities however, they do receive commissions & bonuses according to their designated commission structure. Compensation is tied to company performance and team-based outcomes. In addition, Dispatchers have the opportunity to earn an hourly bonus for perfect attendance each pay period. | | |

| Occupation | Type of Compensation | Amount Per Hour |
|--|----------------------|-----------------|
| Installers | Bonuses | \$15.64 |
| Justification | | |
| Installers receive an hourly rate plus a monthly panel piece-rate bonus as part of their regular earnings. | | |

| Occupation | Type of Compensation | Amount Per Hour |
|---|----------------------|-----------------|
| Technicians | Commission + Bonuses | \$15.64 |
| Justification | | |
| Technicians earn a base hourly rate along with bonuses and commissions as part of their regular pay. They dedicate at least 50% of their time to selling additional products or services. | | |

| Wage Range by Occupation | | | | | |
|---|-------------------|------------------------------|----------------|-----------------|--------------|
| Occupations | Wage Range | Estimated number of trainees | | | |
| | | Total | \$20 and Under | \$20.01 to \$25 | Over \$25.01 |
| JOB NUMBER 1 - Priority Rate, SET, Retrainee | | | | | |
| Dispatchers | \$20.00 - \$32.00 | 8 | 0 | 6 | 2 |
| Technicians | \$18.00 - \$35.00 | 46 | 25 | 15 | 6 |
| Administration Staff | \$25.00 - \$32.00 | 4 | 0 | 0 | 4 |
| Installers | \$18.00 - \$40.00 | 31 | 20 | 6 | 5 |
| Field Supervisors | \$40.00 - \$43.00 | 2 | 0 | 0 | 2 |
| Frontline Managers | \$35.00 - \$50.00 | 4 | 0 | 0 | 4 |

Introduction

Founded in 1984 and headquartered in Rancho Cordova, Sierra Pacific Home & Comfort, Inc. (Sierra Pacific) (<https://www.sierrapacifichome.com/>) provides services related to home energy efficiency, including heating, ventilation, and air conditioning (HVAC) installation, construction and repair. The Company also provides solar installation and services, home performance audits, and window and door replacements. Sierra Pacific's core customer base includes both residential and commercial clients throughout Northern California.

Training will be conducted at the sole location in Rancho Cordova. This will be Sierra Pacific's third ETP contract, and the second in the last five years.

Veterans Program

Sierra Pacific is led by veterans and encourages applicants with a military background to apply. The Company currently has 11 veterans employed.

Project Details

The previous contract focused on training for new products, including water-efficient and treatment products, alternative energy storage equipment, and updated software. This phase of training targets more experienced employees who are advancing in their careers as long-term industry professionals. It builds on the prior effort by leveraging established processes to deliver a strong training plan, track progress and completion, and support employee advancement. At the same time, technologies—such as residential solar requirements—have evolved, and the labor pool has shifted. The HVAC industry is experiencing a significant shortage of skilled labor. As a result, the industry is drawing more individuals with limited work experience, increasing the need for comprehensive training. Where companies once hired

technicians with substantial prior training, they now must develop most skill sets internally, placing additional pressure on contractors to train and retain new hires.

This training is essential to ensure employees understand evolving HVAC technologies, control systems, and installation requirements. Without this knowledge, the Company would be unable to remain compliant, risking the loss of customers and contracts.

Training Plan

Training will be provided via Classroom/Lab and E-Learning in the following:

Business Skills: This training will be offered to all occupations and will include course topics such as Accounting Techniques, Financial Analysis, Project Management, and Written Communications.

Commercial Skills: This training will be offered to Installers, Technicians, Frontline Managers, Dispatchers, and Field Supervisors, and will include course topics such as Blueprint Interpretation, Home Performance Techniques, Project Estimation, and Water Heater Installation & Maintenance.

Computer Skills: This training will be offered to all occupations and will include course topics such as Docusign, HVAC Learning Solutions, Service Titan, and Social Media Platforms.

Alternate Recordkeeping

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

Special Employment Training

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

➤ Wage and Retention Modifications

For trainees employed in a priority industry, the Panel may modify the wage up to 25% below the statewide average hourly wage (from \$44.85 to \$33.64). The Company requests this modification.

Other Compensation

Sierra Pacific has a formal commission and bonus plan that is a regular part of the compensation structure. Commission is based on a commission rate for the sales achieved. Commission and Bonuses are paid on a monthly basis.

Supplemental wage (commission + bonuses) income can range from \$0.00 - \$15.64 per hour for Technicians, Administrative Staff, Installers, and Dispatchers. Up to \$15.64 per hour in supplemental wages (commission + Bonuses) may be used for 46 Technicians, up to \$8.64 per hour in supplemental wages (bonuses) for four Administrative Staff, up to \$15.64 per hour in supplemental wages (bonuses) may be used for 31 Installers, and up to \$13.64 per hour in supplemental wages (commission + bonuses) may be used for eight Dispatchers to meet the

Post-Retention ETP Minimum wage requirement of \$33.64. While some trainees receive health benefits, others do not.

ETP Regulation 4418 (b) states Panel may use commission earnings to determine a trainee's hourly wage for services rendered in the sale of good or services, paid to employees whose principal job duty is sales. ETP Regulation 4418 (c) states Panel may use bonus earnings to determine a trainee's hourly wage for extraordinary work or to induce continued employment.

Impact/Outcome

Technicians will be trained in alignment with their current skill level, with the objective of progressing to higher levels of competency. New entrants to the trade will complete an initial HVAC certification through a comprehensive technical training program that includes formal testing and successful completion of the North American Technician Excellence (NATE) examination. Existing technicians will participate in advanced diagnostic and repair training and will be required to complete the advanced-level NATE examination.

Commitment to Training

Sierra Pacific has an annual training budget of \$250,000. The existing training consists of new hire training, ongoing safety training, trade skill training, communication training, and professional skills development training.

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

➤ **Training Infrastructure**

The training project will be managed by the Operations Manager, who will supervise and conduct training for the Technicians, with oversight provided by the President of Sierra Pacific. The Human Resources department will assist with monitoring compliance and proper documentation. The Company has retained a third-party administrator to assist with ETP administrative requirements. Training will be delivered by internal subject matter experts and third-party training vendors as needed.

Prior Projects

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

| Contract No. | Term | Approved Amount | Payment Earned | |
|--------------|---------------------|-----------------|----------------|-------|
| | | | \$ | % |
| ET22-0183 | 12/20/21 - 12/19/23 | \$244,260 | \$237,302 | (97%) |

*ET19-0104 - All discrepancies found in the audit for this contract have been resolved.

Reported Audits

| Contract Number | Final Audit Report Date | Unearned/Disallowed Costs | Audit Findings |
|-----------------|-------------------------|---------------------------|----------------|
|-----------------|-------------------------|---------------------------|----------------|

| | | | |
|---------------|-----------|-------------|--|
| ET19-0104-000 | 9/12/2023 | \$15,401.00 | <ul style="list-style-type: none"> • Four trainees did not meet minimum wage requirements. • One trainee did not meet post-training retention requirements. • One trainee had ineligible training hours. • Trainee wage rates were inaccurately reported to ETP. |
|---------------|-----------|-------------|--|

Subcontractors

| Subcontractor Type | Subcontractor Name | City, State | Cost / % |
|---------------------------|---------------------------|---------------------|----------------------|
| Development | Propel Consulting Group | El Dorado Hills, CA | \$5,000 |
| Administrative | Propel Consulting Group | El Dorado Hills, CA | 13% of Earned Amount |

| Training Vendor(s) | City, State | Cost | Description of Service |
|---------------------------|--------------------|-------------|---|
| Lennox | Sacramento, CA | \$5,000.00 | Training On Lennox Products for HVAC teams. |

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

Trainees may receive any of the following:

Business Skills

- Accounting Techniques
- Customer Service
- Developing Leaders
- Financial Analysis
- Leadership & Coaching
- Maximizing Performance
- Problem Solving & Decision Making
- Project Knowledge
- Project Management
- Sales Presentation
- Team Building
- Written Communications

Commercial Skills

- Blueprint Interpretation
- Building Regulations
- Disposal of Hazardous Materials
- Electrical Maintenance
- Equipment Operation
- Handling of Hazardous Materials
- Home Performance Techniques
- HVAC (Heating Ventilation Air Conditioning) Installation & Maintenance
- Plumbing Maintenance
- Project Estimation
- Quality Control
- Solar Installation & Maintenance
- Tool Operation
- Water Heater Installation & Maintenance

Computer Skills

- Auto Attendant Phone Systems
- Centah (Lead and Workflow Management System)
- Docusign
- Dropbox
- Google My Business
- HVAC (Heating Ventilation Air Conditioning) Learning Solutions
- Intacct Sage
- Intermediate/Advanced MS Office
- iSolved Payroll
- Service Titan
- Social Media Platforms
- When I Work (TimeKeeping Software)



Training Proposal for:
Greater San Fernando Valley Chamber of Commerce
Contract Number: ET26-0289

Panel Meeting of: April 24, 2026

Project Profile

| | | | |
|----------------------|---|--|--|
| Contract Attributes: | Priority Rate Retrainee SB < 100 SET | Industry Sector(s): | MEC Administrative and Support and Waste Management and Remediation Services Agriculture, Forestry, Fishing and Hunting Health Care and Social Assistance Information Manufacturing Professional, Scientific, and Technical Services Transportation and Warehousing |
| | | Priority Industry: | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Counties Served: | Statewide | Repeat Contractor: | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Union(s): | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | | |
| Turnover Rate: | ≤ 20% | Managers/Supervisors: (% of total trainees) | ≤ 20% |

Funding Detail

| | | | | |
|----------------------|---|----------------------|---|--------------------------|
| Program Costs | + | Support Costs | = | Total ETP Funding |
| \$793,940 | | \$55,105 | | \$849,045 |

| | | |
|-----------------------|-----------------------------------|-----------|
| In-Kind Contribution: | 50% of Total ETP Funding Required | \$982,566 |
|-----------------------|-----------------------------------|-----------|

Training Plan Table

| Job No. | Job Description | Estimated No. of Trainees | Range of Hours | | | Average Cost per Trainee | Post-Retention Wage |
|---------|---|---------------------------|----------------|-----|---------------|--------------------------|---------------------|
| | | | Class / Lab | CBT | Weighted Avg: | | |
| 1 | Priority Rate Small Business Retrainee | 485 | 8-200 | 0-0 | 53 | \$1,587 | \$24.67 |
| 2 | Priority Rate Small Business SET Retrainee | 50 | 8-200 | 0-0 | 53 | \$1,587 | \$33.64 |

*Post-Retention Wage is the Contractual Wage.

| | |
|---|---|
| Published Minimum Hourly Wage by County: | |
| Job Number 1: | \$26.91 per hour for Alameda, Marin, San Mateo, Santa Clara and San Francisco counties; \$25.57 per hour for Contra Costa County; \$24.79 per hour for Los Angeles County; and \$24.67 per hour for all other counties |
| Job Number 2: | \$33.64 SET Modified Wage |
| Health Benefits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No This is employer share of cost for healthcare premiums – medical, dental, vision. | |
| Used to meet the Post-Retention Wage?: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |
| Health Benefits may be used to meet the Post-Retention Wage as follows: | |
| Job Number 1: | \$2.50 |
| Job Number 2: | \$2.50 |
| Fringe Benefits: | All companies listed on the Participating Employer Demand List are compliant with California law and offer health, medical and dental insurance to the employees. Average health benefits per employee (including medical, dental, vision, life) are \$525.00 per month. Benefits account for approximately 30% of total compensation. Vacation time is accrued per pay period. Total usage for both groups is around 2 weeks on average. Lastly, all trainees will have the option to participate in the Company's 401k after first open enrollment. |
| Wage Progression: | Reviews are conducted after 90 days and then as needed. Reviews are intended to provide feedback on performance and for course correction. Wage increases and promotions are held annually, and the review always includes a breakdown and conversation around the employee's total compensation and has an average of 5-6% progression. |

| Wage Range by Occupation | | | | | |
|---|-------------------|------------------------------|----------------|-----------------|--------------|
| Occupations | Wage Range | Estimated number of trainees | | | |
| | | Total | \$20 and Under | \$20.01 to \$25 | Over \$25.01 |
| JOB NUMBER 1 - Priority Rate, Small Business, Retrainee | | | | | |
| Customer Service | \$22.17 - \$50.00 | 93 | 0 | 10 | 83 |
| Administration | \$22.17 - \$50.00 | 60 | 0 | 10 | 50 |
| Operator | \$22.17 - \$50.00 | 50 | 0 | 10 | 40 |
| Production | \$22.18 - \$55.00 | 170 | 0 | 20 | 150 |
| Technician | \$22.17 - \$58.00 | 57 | 0 | 7 | 50 |
| Managers & Supervisors | \$22.20 - \$65.00 | 55 | 0 | 10 | 45 |
| JOB NUMBER 2 - Priority Rate, Small Business, SET, Retrainee | | | | | |
| Clinical & Direct Patient Care | \$31.14 - \$50.00 | 20 | 0 | 0 | 20 |
| Nutrition & Specialized Patient Support | \$31.14 - \$50.00 | 10 | 0 | 0 | 10 |
| Behavioral, Social & Community Health Services | \$31.14 - \$52.00 | 20 | 0 | 0 | 20 |

Introduction

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

San Fernando Valley Chamber provides a comprehensive array of business services and programs targeted to help small, large, women-owned, entrepreneurial, Veteran, and minority-owned businesses in the following industries: manufacturing, exporting, aviation, healthcare, education, technology, distribution and warehousing, engineering, food processing, smart equipment, and pharmaceutical industries. Training will be provided at facilities identified by the participating employers. This will be San Fernando Valley Chamber's tenth ETP Contract in the last five years.

ETP Priority 10200(b)

Training will support incumbent workers in developing in-demand skills in areas such as business operations, digital technology, continuous improvement, manufacturing, and literacy. These skills will enable employees to adapt to evolving workplace requirements, including new technologies and processes, improving productivity and operational efficiency for employers. The training will also increase employee retention, support career advancement, and lead to higher wages. Additionally, training provided to key sectors such as manufacturing, healthcare,

logistics, and high-tech industries will strengthen workforce capabilities, improve product and service quality, and enhance overall competitiveness in the regional and state economy.

Veterans Program

Although there is no separate Veterans component in this project, San Fernando Valley Chamber works directly with local organizations that focus on Veteran needs. The Company partners with the Veterans Chamber of Commerce. Participating employers actively recruit Veterans through the Veterans Administration and other Veteran resources. A portion of the Veteran population participating in this project may include transitioning active duty Veterans who are within one year prior to their anticipated separation date from service.

Project Details

San Fernando Valley Chamber will continue to advance employer-driven training and development objectives focused on attracting and retaining talent, increasing job satisfaction, improving productivity, and supporting business growth. Ongoing workforce needs assessments have identified a strong demand for customized training programs that equip employees with targeted skills, enhance performance, and support long-term retention.

Priority training areas include communication, social media marketing, leadership, computer and technical skills, continuous improvement, literacy, and manufacturing competencies. Employers have also identified a growing need for training in emerging technologies, including artificial intelligence, with applications in business analytics, process automation, and customer engagement.

In the healthcare and social assistance sectors, employers have emphasized the need for training to address workforce shortages and upskill frontline roles such as medical assistants, certified nurse assistants, and community health workers. Additionally, businesses are preparing for increased economic activity associated with major international events in Southern California, including the FIFA World Cup and the 2028 Olympic and Paralympic Games, which will require a highly skilled and adaptable workforce.

Through customized, employer-specific training curricula, the Organization will prepare employees to take on expanded responsibilities, support business growth, and enable companies to enter new markets or introduce new products and services. This targeted approach to workforce development will strengthen employer competitiveness and support sustained economic expansion over the next two years.

Training Plan

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

Business Skills: Training will be offered to all occupations. Training will include Business Writing Skills, Conflict Resolution, and Project Management.

Computer Skills: Training will be offered to the Administration, Customer Service, Managers & Supervisors, Operator, Production, and Technician occupations. Training will include Adobe Suite, AI in Marketing and Customer Engagement, and Introduction to Artificial Intelligence for Business.

Continuous Improvement: Training will be offered to the Administration, Customer Service, Managers & Supervisors, Operator, Production, and Technician occupations. Training will include ISO Auditor Training, Six Sigma, and Lean Manufacturing.

Job Readiness Skills: Training will be offered to the Administration, Customer Service, Managers & Supervisors, Operator, Production, and Technician occupations. Training will include Enhancing Teamwork, Critical Thinking, and Digital Literacy.

Literacy Skills: This training will be offered to the Administration, Customer Service, Production, Technician, and Operator occupations. Training will include Continuous Learning, Oral Communication, and Workplace Literacy (reading, writing and basic math).

Management Skills: This training will be offered to Managers & Supervisors and training will include Communicating for Leadership Success, Delegating, and Performance Management.

Manufacturing Skills: Training will be offered to the Production and Technician occupations. Training will include Advanced Measurement Skills, Blue Print Reading, and 3-D Printing.

Medical Skills (Didactic): Training will be offered to the Clinical & Direct Patient Care, Behavioral, Social & Community Health Services, and Nutrition & Specialized Patient Support occupations. Training will include Behavioral Health Treatment, Medical Office Scribe, and Terminology.

Alternate Recordkeeping

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

Special Employment Training

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

➤ Wage and Retention Modifications

For trainees employed in a priority industry, the Panel may modify the wage up to 25% below the statewide average hourly wage (from \$44.85 to \$33.64). The Company requests this modification for Job Number 2.

Impact/Outcome

Each training module is designed with clearly defined objectives and measurable outcomes to ensure participants achieve targeted skill development. Trainers establish performance benchmarks that trainees are expected to meet upon completion of the program. Trainees will have the opportunity to earn industry-recognized certifications, including ISO, Lean Enterprise, and Six Sigma, based on demonstrated competency and application of continuous improvement practices. These certifications support business growth by enhancing operational efficiency, expanding market opportunities, attracting new customers, and increasing sales. As a result, the proposed training will strengthen workforce stability, support career advancement, and improve overall employer competitiveness.

Commitment to Training

ETP funds will not displace the existing financial commitment to training. The majority of participating employers provide some level of on-the-job training to new employees and off-site seminar training. ETP funding will enable companies to provide employees with a broader spectrum of skills development. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

San Fernando Valley Chamber's CEO will oversee the ETP project's administration. Two internal staff members will process all paperwork including monitoring, reviewing, marketing, and outreach. Each training location has a person to coordinate training. The Organization and its regional partners will provide recruitment and expert training vendors to the membership and the surrounding area. San Fernando Valley Chamber has hired training vendors, Custom Corporate Communications and Western Training Group (WTG), to provide training. This will account for 70% of the training, while the remainder of the training will be provided internally by subject matter experts. Trainers will provide the training schedule and curriculum, and maintain assessments. San Fernando Valley Chamber has also retained the services of a third party administrative subcontractor to assist with the administration of this project.

Marketing and Support Costs

San Fernando Valley Chamber has established relationships with various Chambers of Commerce, the Valley Industry & Commerce Association, The Valley Economic Alliance, and a collaborative network of businesses including hospitals and colleges. San Fernando Valley Chamber utilizes flyers, websites, and email communication to promote training opportunities, government-assisted programs, and various networking events. The Company has two employees dedicated to marketing, recruiting, assessment, scheduling, and training. San Fernando Valley Chamber requests 8% support costs to fund extensive marketing, advertising, creating flyers and collateral material, and hiring additional staff.

Trainer Qualifications

Since 2005, Custom Corporate Communications (C3) has assisted over 400 clients and trained more than 20,000 employees across California. With 19 years of instructional experience, the group has been retained to provide Business Skills and Computer Skills training. C3 specializes in helping businesses improve workforce capabilities in communication, technology, and business operations through practical, tailored training.

Western Training Group has over 10 years of instructional experience specializing in Continuous Improvement, Manufacturing Skills, and Quality training. The Group helps businesses optimize processes and enhance operational efficiency through hands-on, practical training. With clients throughout California, they have trained more than 8,000 employees across the state.

Tuition Reimbursement

San Fernando Valley Chamber 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) (\$ %) |
|--------------|-----------------|---------------------|--------------------------|--------------|--|
| ET25-0167 | \$845,604 | 12/16/24 - 12/15/26 | 572 | 338 | \$630,148 (75%) |
| ET24-0202 | \$749,808 | 08/28/23 - 03/30/27 | 381 | 0 | \$28,007 (4%) |
| ET23-0378 | \$183,114 | 06/12/23 - 06/30/26 | 75 | 33 | \$142,452 (78%) |

ET25-0167: Based on ETP Systems, 21,040 reimbursable hours have been tracked for potential earnings of \$630,148 (75% of approved amount). The Contractor projects final earnings of 100% based on training delivered to date and committed to by employers.

ET24-0202 (Healthcare Workforce Advancement Fund): Based on ETP Systems, 1,138 reimbursable hours have been tracked for potential earnings of \$28,007 (4% of approved amount). This active contract has experienced a slower start due to administrative and onboarding challenges with participating healthcare organizations. Despite these initial barriers, training activity is now underway with participating employers. The San Fernando Valley Chamber continues to conduct targeted outreach and engagement efforts to expand participation, support employer onboarding, and maximize training delivery and overall contract performance.

ET23-0378 (Workforce Literacy Program): Based on ETP Systems, 5,276 reimbursable hours have been tracked for potential earnings of \$142,452 (78% of approved amount). The Contractor projects final earnings of 100% based on training delivered to date and committed to by employers.

Prior Projects

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

| Contract No. | Term | Approved Amount | Payment Earned (\$ %) |
|---------------|---------------------|-----------------|-----------------------|
| ET24-0107 | 07/24/23 - 07/23/25 | \$746,610 | \$737,606 (99%) |
| ET24-0103 | 07/24/23 - 06/30/26 | \$377,298 | \$377,298 (100%) |
| ET23-0170 | 10/31/22 - 10/30/24 | \$599,428 | \$594,041 (99%) |
| ET22-0132-000 | 10/01/21 - 09/30/23 | \$599,428 | \$599,256 (100%) |
| ET21-0118-000 | 07/01/20 - 06/30/22 | \$599,440 | \$597,878 (100%) |
| ET20-0112-000 | 08/05/19 - 08/04/21 | \$749,300 | \$749,300 (100%) |

*ET24-0103 Workforce Literacy Program

Subcontractors

| Subcontractor Type | Subcontractor Name | City, State | Cost / % |
|---------------------------|---------------------------|--------------------|----------------------|
| Development | Training Funding Source | Seal Beach, CA | \$0 |
| Administrative | Training Funding Source | Seal Beach, CA | 10% of Earned Amount |

| Training Vendor(s) | City, State | Cost | Description of Service |
|---------------------------------|--------------------|--------------|---|
| Custom Corporate Communications | Redondo Beach, CA | \$200,000.00 | Custom Corporate Communications (C3) will provide Business Skills and Computer Skills training. C3 specializes in helping businesses improve workforce capabilities in communication, technology, and business operations through practical, tailored training. |
| Western Training Group | Ojai, CA | \$100,000.00 | Instructional experience specializing in Continuous Improvement, Manufacturing Skills, and Quality training. The Group helps businesses optimize processes and enhance operational efficiency through hands-on, practical training. |

Self-Attestations

The Applicant has self-certified under penalty of perjury under the laws of the State of California that at the time of submission of this application, to the best of my knowledge, information, and/or belief, the applicant is in compliance with all state and federal labor and health and safety laws. UIC section 10205(e)(1)(F)

The Applicant has self-certified under penalty of perjury under the laws of the State of California that at the time of submission of this application, to the best of my knowledge, information,

and/or belief, that the applicant is not ineligible to bid, be awarded, or subcontract on a public works project. UIC section 10205(e)(2)(B)

The Applicant has self-certified under penalty of perjury under the laws of the State of California that at the time of submission of this application, to the best of my knowledge, information, and/or belief, that the applicant does not have a final determination, order, judgment, or award issued against them for violations of labor law that remain unabated or unsatisfied following the period during which an appeal may be made. UIC section 10205(e)(2)(C)

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Business Writing Skills
- Communication Skills
- Conflict Resolution
- Customer Service
- Finance for Non-Finance People
- Goal Setting
- Leadership Skills
- Managing Change
- Performance Management Skills
- Project Management
- Sales Skills
- Team Building
- Time and Priority Management

Computer Skills

- Adobe Suite
- AI in Marketing and Customer Engagement
- Automating Business Processes with AI
- Basic Computer Literacy
- Data Literacy & AI-Driven Analytics
- Ecommerce
- Ethical and Responsible Use of AI
- Google Drive and Google Docs
- Introduction to Artificial Intelligence for Business
- Microsoft Office Suite Intermediate and Advanced (Word, Excel, Access, PowerPoint, Outlook)
- QuickBooks and Accounting Software
- Search Engine Optimization (SEO)
- Social Media Networking Training
- Upskilling for Technical Roles
- User Management
- Using Generative AI Tools (e.g., ChatGPT, Copilot, Gemini)

Continuous Improvement Skills

- ISO Auditor Training
- Quality Engineering
- Six Sigma
- Statistical Process Control Team Building
- Lean Enterprise
- Lean Manufacturing
- Lean Office
- Kaizen 7S

- Process Improvement
- Process Mapping
- Problem Solving
- Root Cause Analysis Safety Training
- Set Up Time Reduction

Job Readiness Skills

- Enhancing Teamwork
- Critical Thinking
- Professionalism
- Digital Literacy
- Mastering Interview Techniques
- Workplace Behaviors:
 - Appropriate Workplace Behaviors
 - Understanding Culture
 - Etiquette for Professional Environments

Literacy Skills

- Collaboration
- Continuous Learning
- Critical Thinking
- Graphic Literacy
- Oral Communication
- Vocational English· Computer & Digital Literacy
- Workplace Literacy (reading, writing, and basic math)

Management Skills

- Advanced Supervisor Development
- Building/Developing Trust with Teams
- Coaching Series
- Communicating for Leadership Success
- Decision Making
- Delegating
- Developing Safety Plans and Procedures
- Driving Change
- Effectively Managing Challenging People
- Employee Engagement
- Engaging and Retaining Talent
- Facilitating with Impact
- Fostering Innovation
- Improving New Hire Orientation
- Interviewing
- Making Meetings Work
- Performance Management
- Planning and Managing Resources
- Risk Management/Disaster Preparation
- Strategic Planning
- Supervisor Development Series

- Team Leader and Supervisor Readiness
- Your Leadership Journey

Manufacturing Skills

- Advanced Measurement Skills
- Inventory Management
- Electrical Fundamentals
- Blue Print Reading
- 3-D Printing
- Manufacturing Job Breakdown and Instruction
- Operations
- Data Analytic

Medical Skills (Didactic)

- Behavioral Health Treatment
- Certified Nursing Assistant Skills
- Disinfecting Equipment and Supplies
- Educating the Patient & Family
- HIPPA
- Interpersonal Skills
- Medical Office Scribe
- Methods for Handling Conflict
- Nurse Assistant Roles and Responsibilities
- Patient Care Skills
- Patient Rights
- Patient Safety
- Problem Solving
- Safety Leadership
- Standard Operating Procedures
- Terminology
- Understanding Patient Needs

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

| | |
|--|--------------------|
| Contractor's Name: Greater San Fernando Valley Chamber of Commerce | CCG No.: ET26-0289 |
| Reference No: 26-0268 | Page 1 of 4 |

ALPHABETIZE BY COMPANY NAME

| | |
|--|--|
| Company: Agile Occupational Medicine | Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Address: 3200 Bristol Street Suite 600 | |
| City, State, Zip: Costa Mesa, CA 92626 | |
| Collective Bargaining Agreement(s): n/a | |
| Estimated # of employees to be retrained under this Contract: 70 | Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| Total # of full-time company employees worldwide: 183 | |
| Total # of full-time company employees in California: 183 | |
| <hr/> | |
| Company: AJ Kirkwood & Associates, Inc | Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Address: 4300 N. Harbor Blvd. | |
| City, State, Zip: Fullerton, CA 92835 | |
| Collective Bargaining Agreement(s): n/a | |
| Estimated # of employees to be retrained under this Contract: 95 | Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| Total # of full-time company employees worldwide: 356 | |
| Total # of full-time company employees in California: 356 | |
| <hr/> | |
| Company: Aldan American | Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Address: 2675 Temple Ave. | |
| City, State, Zip: Signal Hill, CA 90755 | |
| Collective Bargaining Agreement(s): n/a | |
| Estimated # of employees to be retrained under this Contract: 25 | Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Total # of full-time company employees worldwide: 30 | |
| Total # of full-time company employees in California: 30 | |
| <hr/> | |
| Company: Arlon Graphics LLC | Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Address: 200 Boysenberry Ln. | |
| City, State, Zip: Placentia, CA 92870 | |
| Collective Bargaining Agreement(s): n/a | |
| Estimated # of employees to be retrained under this Contract: 60 | Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| Total # of full-time company employees worldwide: 400 | |
| Total # of full-time company employees in California: 200 | |

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

| | |
|--|--------------------|
| Contractor's Name: Greater San Fernando Valley Chamber of Commerce | CCG No.: ET26-0289 |
| Reference No: 26-0268 | Page 2 of 4 |

| | |
|--|--|
| Company: Barnum & Celillo Electric Inc. | Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Address: 135 Main Ave. | |
| City, State, Zip: Sacramento, CA, 95838 | |
| Collective Bargaining Agreement(s): N/A | |
| Estimated # of employees to be retrained under this Contract: 85 | Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| Total # of full-time company employees worldwide: 252 | |
| Total # of full-time company employees in California: 252 | |

| | |
|--|--|
| Company: FUJI Foods Products | Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Address: 14420 Bloomfield Ave. | |
| City, State, Zip: Santa Fe Springs, CA, 90670 | |
| Collective Bargaining Agreement(s): N/A | |
| Estimated # of employees to be retrained under this Contract: 50 | Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| Total # of full-time company employees worldwide: 102 | |
| Total # of full-time company employees in California: 102 | |

| | |
|--|--|
| Company: Fuji San | Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Address: 14420 Bloomfield Ave. | |
| City, State, Zip: Santa Fe Springs, CA, 90670 | |
| Collective Bargaining Agreement(s): N/A | |
| Estimated # of employees to be retrained under this Contract: 20 | Small Business? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Total # of full-time company employees worldwide: 54 | |
| Total # of full-time company employees in California: 24 | |

| | |
|---|--|
| Company: Glaukos | Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Address: 229 Avenida Fabricante | |
| City, State, Zip: San Clemente, CA 92672 | |
| Collective Bargaining Agreement(s): n/a | |
| Estimated # of employees to be retrained under this Contract: 110 | Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| Total # of full-time company employees worldwide: 740 | |
| Total # of full-time company employees in California: 400 | |

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

| | |
|--|--------------------|
| Contractor's Name: Greater San Fernando Valley Chamber of Commerce | CCG No.: ET26-0289 |
| Reference No: 26-0268 | Page 3 of 4 |

| | |
|--|--|
| Company: Miramonte Resort & Spa-Tommy Bahama | Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Address: 45000 Indian Wells Ln. | |
| City, State, Zip: Indian Wells, CA 92210 | |
| Collective Bargaining Agreement(s): n/a | |
| Estimated # of employees to be retrained under this Contract: 60 | Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| Total # of full-time company employees worldwide: 250 | |
| Total # of full-time company employees in California: 250 | |

| | |
|--|--|
| Company: Proponent-Kirkhill Aircraft Parts CO | Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Address: 3120 E. Enterprise Street | |
| City, State, Zip: Brea, CA 92821 | |
| Collective Bargaining Agreement(s): n/a | |
| Estimated # of employees to be retrained under this Contract: 85 | Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| Total # of full-time company employees worldwide: 562 | |
| Total # of full-time company employees in California: 255 | |

| | |
|--|--|
| Company: Rice Services / NP Mechanical | Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Address: 9129 Stellar Court | |
| City, State, Zip: Corona, CA 92883 | |
| Collective Bargaining Agreement(s): NA | |
| Estimated # of employees to be retrained under this Contract: 70 | Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| Total # of full-time company employees worldwide: 531 | |
| Total # of full-time company employees in California: 531 | |

| | |
|--|--|
| Company: Viewsonic | Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Address: 10 Pointe Drive Ste. 200 | |
| City, State, Zip: Brea, CA 92821 | |
| Collective Bargaining Agreement(s): NA | |
| Estimated # of employees to be retrained under this Contract: 50 | Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| Total # of full-time company employees worldwide: 1200 | |
| Total # of full-time company employees in California: 200 | |

**Participating Employers in Retrainee
Multiple Employer Contracts**

Self-reported listing of potential employers participating in the contract

| | | |
|--|--|--|
| Contractor's Name: Greater San Fernando Valley Chamber of Commerce | | CCG No.: ET26-0289 |
| Reference No: 26-0268 | | Page 4 of 4 |
| Company: West Coast Drywall | | Priority Industry? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Address: 3595 Presley Ave. | | |
| City, State, Zip: Riverside, CA 92507 | | |
| Collective Bargaining Agreement(s): NA | | |
| Estimated # of employees to be retrained under this Contract: 100 | | Small Business? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| Total # of full-time company employees worldwide: 1800 | | |
| Total # of full-time company employees in California: 1800 | | |
| | | |



Training Proposal for:
Vehicles For Change San Diego, Inc.
Contract Number: ET26-0991

Panel Meeting of: April 24, 2026

Project Profile

| | | | |
|----------------------|---|--|---|
| Contract Attributes: | Apprenticeship | Industry Sector(s): | MEC |
| | Justice-Involved | | Transportation and Warehousing |
| | Multiple Barriers | | |
| | New Hire | Priority Industry: | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| | Priority Rate | | |
| Counties Served: | San Diego | Repeat Contractor: | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No |
| Union(s): | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | | |
| Turnover Rate: | N/A | Managers/Supervisors: (% of total trainees) | ≤ 20% |

Funding Detail

| | | | | |
|-----------------------|-----------------------------------|----------------------|---|--------------------------|
| Program Costs | + | Support Costs | = | Total ETP Funding |
| \$20,592 | | \$1,422 | | \$22,014 |
| In-Kind Contribution: | 50% of Total ETP Funding Required | | | Inherent |

Training Plan Table

| Job No. | Job Description | Estimated No. of Trainees | Range of Hours | | | Average Cost per Trainee | Post-Retention Wage |
|---------|--|---------------------------|----------------|-----|---------------|--------------------------|---------------------|
| | | | Class / Lab | CBT | Weighted Avg: | | |
| 1 | Justice-Involved Multiple Barriers Priority Rate Apprentice New Hire | 18 | 8-200 | 0-0 | 52 | \$1,223 | \$21.44 |

*Post-Retention Wage is the Contractual Wage.

| | |
|---|---|
| Published Minimum Hourly Wage by County: | |
| Job Number 1: | \$20.48 New Hire Standard Wage |
| Health Benefits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No This is employer share of cost for healthcare premiums – medical, dental, vision. | |
| Used to meet the Post-Retention Wage?: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |
| Health Benefits may be used to meet the Post-Retention Wage as follows: | |
| Job Number 1: | \$2.50 |
| Fringe Benefits: | This DAS-registered apprenticeship program complies with the requirements set forth in SB 1321 and California Code of Regulations, Title 8, Section 208. In accordance with these requirements, apprentice compensation includes a wage package consisting of both taxable wages and verifiable fringe benefits, such as health insurance, pension contributions, and other customary industry benefits. All fringe benefit contributions are documented, auditable, and reasonably related to actual benefit costs, as required by law. If fringe benefits are not provided, the full value of the wage package is paid directly as wages. |
| Wage Progression: | This DAS-registered apprenticeship program complies with SB 1321 and California Code of Regulations, Title 8, Section 208, by establishing a clearly defined wage progression schedule. Apprentice wages increase at regular intervals based on the completion of specified on-the-job training hours, related supplemental instruction (RSI), and fulfillment of any additional criteria set forth by the program standards. This structured progression meets ETP requirements for demonstrating wage increases over time and supports long-term career development in the occupation. |

| Wage Range by Occupation | | | | | |
|---|-------------------|------------------------------|----------------|-----------------|--------------|
| Occupations | Wage Range | Estimated number of trainees | | | |
| | | Total | \$20 and Under | \$20.01 to \$25 | Over \$25.01 |
| JOB NUMBER 1 - Ex-Offender, Multiple Barriers, Priority Rate, Apprentice, New Hire | | | | | |
| Automotive Technician Specialist | \$18.94 - \$21.44 | 18 | 18 | 0 | 0 |

Introduction

Vehicles for Change San Diego (VFCSD), was founded in 2022 and is headquartered in National City, CA. VFCSD (<https://www.vfcsandiego.org>) is a 501(c)(3) non-profit training agency that designs and delivers an automotive service technician apprenticeship program. Participant recruitment is conducted entirely through reentry partners such as probation and parole offices, community organizations, the San Diego Workforce Partnership (SDWP), San Diego's Subregional Workforce Development Boards, and Urban Corps. VFCSD offers certification-based instruction. Beyond technical skills, apprentices receive job-readiness training and dedicated placement support with core employers. To date, VFCSD has graduated 87 justice-impacted individuals across nine cohorts within partners such as Kearny Mesa Subaru, Jiffy Lube, and Dragonfly Automotive, and has a zero recidivism among recent graduates, with 10% advancing to higher education programs in the automotive field.

ETP Priority 10200(b)

VFCSD's program provides structured Automotive Service Technician training, paired with case management and wraparound services, leading to stable employment in California's priority and in-demand automotive industry. Trainees have a clear path to gain experience and complete certification which can lead to early job placement and management opportunities. The program model works with employers, community-based organizations, and public systems to design training that supports both job quality and equity. This approach helps workers with multiple barriers to access real career opportunities while meeting employer demand for skilled, reliable staff.

Veterans Program

VFCSD's training program primarily targets justice-impacted individuals with no veterans currently included. The agency remains open to exploring future outreach and partnerships benefiting military and veteran communities as opportunities arise.

Apprenticeship Program

The Panel funds Apprentice training that does not displace any other source of government funds, or replace an existing apprenticeship program approved by the Division of Apprenticeship Standards (DAS). ETP funding supplements cost of delivery for the Related and Supplemental Instruction (RSI) portion of DAS-approved apprenticeship training. Apprenticeship programs vary in length. This is a one year program. The curriculum is developed with input from DAS and Butte County Office of Education, the designated Local Educational Agency. RSI delivered in-house by VFCSD certified master mechanics.

Project Details

VFCSD is committed to equipping justice-impacted individuals including those returning from incarceration, transitional youth, gang-involved individuals, low-income, single parents, women, and people of color with automotive service technician skills to overcome systemic employment barriers. These challenges include social justice bias around criminal records, gang affiliation, limited education, unstable housing, poor transportation access, and caregiving responsibilities, all of which hinder stable employment attainment. To address these needs and assist with these challenges VFCSD offers case management and wrap around services to trainees.

Employer-partners include:

- Automotive parts suppliers - Discount Tire, Firestone, and NAPA
- Independent repair shops - Dragonfly Automotive, Quick and Easy Automotive
- Local automotive dealerships - Ball Auto, Kearny Mesa Subaru
- Quick service shops - Jiffy Lube and Midas.

San Diego's automotive sector faces technician shortages amid EV/hybrid shifts, an aging workforce, and post-pandemic demand. ETP funding will enable VFCSD to train more underserved justice-impacted individuals.

Justice-Involved/Opportunity Youth

VFCSD serves a 100% justice impacted population but are not requesting any waivers for this proposal.

Training Plan

The training and support provided through VFCSD prepares participants for the Automotive Service Excellence (ASE) Auto Maintenance and Light Repair Test (Test G1). The primary goal of training is to equip participants with the comprehensive knowledge, practical skills, and essential employability competencies required to perform maintenance and light repair tasks on modern automobiles. This program aims to prepare participants for successful ASE G1 certification and to foster their development into skilled, employable entry level automotive technicians.

Curriculum is customized by VFCSD through various sources: ASE G1 foundational exam, SDWP essential skills curriculum, Torrey Pines Bank financial literacy program, OSHA safety certification, and VFCSD's Executive Director's master technician experience and knowledge of San Diego's reentry sectors.

Training will be delivered to Apprentices via Class/Lab methodologies in topics sampled below:

Business Skills: Automotive Service Excellence G1 Certification Exam Preparation, Brakes, Electrical Systems, Engine Diagnostics, Lift Operation, Lubricating and Cooling Systems, Oil Changes, Preventative Maintenance, and Tires and Wheels.

Job Readiness Skills: Collaboration, Communication, Creative and Critical Thinking, Customer Service Dependability, Emotional Intelligence, Financial Literacy, Interviewing, Job Search Skills, Professionalism, Resourcefulness, and Resume Writing.

Incidental Placement

Incidental placement with public and nonprofit entities is permissible for the trainees, not to exceed 20%. VFCSD will not exceed this standard.

Commitment to Training

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

Training Infrastructure

VFCSD's Executive Director and Director of Development will oversee the project. Trainee progress will be logged on a weekly basis with the support of the VFCSD case manager and automotive instructor. VFCSD's employer relations specialist will provide job referrals and coaching to trainees. VFCSD staff will manage all training logistics, employer coordination, data tracking, roster management, and Cal-E-Force documentation and will remain in compliance with all ETP requirements. Training will be delivered in-house by a subject matter expert and ASE G1 Certified Master Technician. With 40 years experience in the field, the instructor will serve a dual role as trainer and case manager.

Marketing and Support Costs

VFCSD is requesting 8% support costs. All costs are related to the program and include staff time, shop supplies and equipment, supportive services, boots, uniforms, and tools for trainees, classroom equipment, and facilities expenses.

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).

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

- Approval for WIOA funding under the I-TRAIN program: Essential skills training provided by San Diego Workforce Partnership (SDWP) an approved ETPL provider. SDWP programs are WIOA eligible via CalJOBS for in-demand occupations.

Tuition Reimbursement

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

Subcontractors

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

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

Self-Attestations

The Applicant has self-certified under penalty of perjury under the laws of the State of California that at the time of submission of this application, to the best of my knowledge, information, and/or belief, the applicant is in compliance with all state and federal labor and health and safety laws. UIC section 10205(e)(1)(F)

The Applicant has self-certified under penalty of perjury under the laws of the State of California that at the time of submission of this application, to the best of my knowledge, information, and/or belief, that the applicant is not ineligible to bid, be awarded, or subcontract on a public works project. UIC section 10205(e)(2)(B)

The Applicant has self-certified under penalty of perjury under the laws of the State of California that at the time of submission of this application, to the best of my knowledge, information, and/or belief, that the applicant does not have a final determination, order, judgment, or award issued against them for violations of labor law that remain unabated or unsatisfied following the period during which an appeal may be made. UIC section 10205(e)(2)(C)

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

Hands-on and Theoretical Automotive Skill

- Automotive Service Excellence G1 Certification Exam Preparation
- Brakes
- Electrical Systems
- Engine Diagnostics
- Lift Operation
- Lower End Theory
- Lubricating and Cooling Systems
- Oil Changes
- Preventative Maintenance
- Tires and Wheels
- Upper End Theory

Job Readiness Skills

- Collaboration
- Communication
- Customer Service
- Creative and Critical Thinking
- Dependability
- Emotional Intelligence
- Financial Literacy
- Interviewing
- Job Search Skills
- Professionalism
- Resourcefulness
- Resume Writing



**LIST OF PROPOSALS ≤ \$75,000 APPROVED
BY DELEGATION ORDER FOR 03/17/26 – 04/13/26**

| <i>Project</i> | | <i>Approved Date</i> | <i>Approved Amount</i> |
|----------------|---|--------------------------|----------------------------|
| ET26-0280 | Docusource, Inc. dba Equipment Brokers Unlimited | 04/01/26 | \$64,400 |
| ET26-0257 | Element Science, Inc. | 03/30/26 | \$63,840 |
| ET26-0279 | Kana Development Group Inc. | 04/07/26 | \$50,400 |
| Et26-0224 | Open Biopharma Training Institute Inc. dba Open Biopharma | 03/30/26 | \$28,560 |
| ET26-0278 | S. Bravo Systems, Inc. | 03/30/26 | \$74,480 |

Total -----\$281,680



Training Proposal for:

DocuSource, Inc. dba Equipment Brokers Unlimited

Contract Number: ET26-0280

Delegation \leq \$75,000 Single Employer

Panel Meeting of: April 24, 2026

Project Profile

| | | | | |
|---|---|---------------------|---|--|
| Contract Attributes: | Priority Rate Retrainee SB < 100 | Industry Sector(s): | Wholesale Trade | |
| | | Priority Industry: | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |
| Counties Served: | Los Angeles | Repeat Contractor: | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |
| Union(s): | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | | | |
| Number of Employees in: | CA: 50 | U.S.: 55 | Worldwide: 55 | |
| <u>Turnover Rate:</u> | 7% | | | |
| <u>Managers/Supervisors:</u> (% of total trainees) | N/A | | | |

Funding Detail

| |
|-----------------------------|
| In-Kind Contribution |
| \$90,500 |

| |
|--------------------------|
| Total ETP Funding |
| \$64,400 |

Training Plan Table

| Job No. | Job Description | Estimated No. of Trainees | Range of Hours | | | Average Cost per Trainee | Post-Retention Wage |
|---------|--|---------------------------|----------------|-----|---------------|--------------------------|---------------------|
| | | | Class / Lab | CBT | Weighted Avg: | | |
| 1 | Priority Rate SB < 100 Retrainee | 46 | 8-200 | 0-0 | 50 | \$1,400 | \$24.79 |

*Post-Retention Wage is the Contractual Wage.

| | |
|---|--|
| Published Minimum Hourly Wage by County: Job Number 1: \$24.79 for Los Angeles County | |
| Health Benefits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No This is employer share of cost for healthcare premiums – medical, dental, vision. | |
| Used to meet the Post-Retention Wage?: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |
| Health Benefits may be used to meet the Post-Retention Wage as follows: Job Number 1: \$2.50 | |
| Fringe Benefits: | Docusource, Inc. dba Equipment Brokers Unlimited (Docusource) provides 8 paid holidays per year, 5 sick days per year and paid vacation time (2-4 weeks depending on years of service) to all employees. The Company also pays up to \$550 a month per person for health insurance premiums. |
| Wage Progression: | The starting wage for newly hired staff at the Company is \$20 per hour. Upon successful completion of an internal training program and after 90 days with the Company, the manager may increase an employee's hourly rate. Additional pay increases may follow after 12 months with Docusource based on job performance and departmental advancement opportunities available at the time. For incumbent staff, wage increases are merit-based and aligned with skill acquisition. Each staff member's post-training development plan is reviewed quarterly by a manager and the Human Resources Department (HR Department) to determine eligibility for job specific wage increases. |

| Wage Range by Occupation | | | | | |
|--|-------------------|------------------------------|----------------|-----------------|--------------|
| Occupations | Wage Range | Estimated number of trainees | | | |
| | | Total | \$20 and Under | \$20.01 to \$25 | Over \$25.01 |
| JOB NUMBER 1 - Priority Rate, Retrainee | | | | | |
| Administration | \$22.29 - \$40.00 | 8 | 0 | 2 | 6 |
| Service Tech | \$22.29 - \$40.00 | 20 | 0 | 5 | 15 |
| Sales | \$22.30 - \$45.00 | 8 | 0 | 2 | 6 |
| Warehouse Staff | \$22.29 - \$45.00 | 8 | 0 | 1 | 7 |
| Owners | N/A | 2 | 0 | 0 | 2 |

Introduction

Founded in 1990 and headquartered in Chatsworth, Docusource specializes in the wholesale distribution of digital copiers, printers, facsimile equipment, and related services. The Company also provides enterprise content management, document imaging, records management, and paperless office solutions to a diverse client base that includes accounting firms, school districts, insurance companies, government agencies, and corporate customers.

Docusource’s affiliated company, Revolution Office LLC, will also participate in this project. Training under this proposal will be delivered at the company’s headquarters in Chatsworth. This will be the Company's second contract in the last five years.

ETP Priority 10200(b)

The proposed training will support California’s economy by strengthening local production capacity, increasing export potential, and reducing reliance on imported goods. By investing in workforce skill development, the project will enhance operational efficiency and competitiveness within the state.

The training will also create and sustain high-skill, high-wage employment opportunities, with a focus on frontline workers. Through training in new and advanced technologies, employees will gain transferable skills that support career advancement and access to higher-wage positions, contributing to long-term workforce stability and economic growth.

Veterans Program

While Docusource works with the Veterans Administration to fill open positions, the Company is not seeking a separate Veteran job number at this time.

Project Details

In its previous project, Docusource focused on foundational skills of its employees. This proposed project will focus on new tools, systems and capabilities needed for expanded business growth.

Docusource has experienced increased demand for its services as customers seek faster, multifunction machines that streamline scanning, faxing, and high-speed printing processes.

To remain competitive and effectively respond to evolving customer needs, the Company must provide training on advanced equipment and emerging technologies.

The proposed training will ensure employees are proficient in the features and capabilities of new systems, including the ability to diagnose, repair, and update equipment in the field. This technical upskilling will improve service responsiveness, enhance customer satisfaction, and support operational efficiency. In conjunction with this growth, DocuSource plans to hire 5 to 10 additional employees over the next two years, all of whom will participate in the structured training program to ensure workforce readiness and long-term performance.

Training Plan

Training will be delivered via Class/Lab and E-Learning Delivery methods. Training will include:

Business Skills: This training will be offered to all staff. Training will include Customer Service Excellence, Interpersonal Communication, Leadership Skills, Marketing, Time Management & Prioritization, Effective Communication, Logistics & Supply Chain Management, and Product Knowledge.

Computer Skills: This training will be offered to all staff. Training will include Cybersecurity Awareness, Microsoft Office Suite (Intermediate & Advanced) & Productivity Tools, Banking & Disbursement Systems, Quickbooks Online, Cloud Based Programs, Lead Generation & Nurturing, and Social Media Marketing.

Continuous Improvement Skills: This training will be offered to all staff. Training will include Collections, Billing Improvement, Operational Excellence, and Organizational Improvement.

Professional Employer Organization

DocuSource and its affiliate Revolution Office LLC, represent that they both use the services of G&A Outsourcing, LLC, a Professional Employer Organization (PEO). However, please note that funding eligibility is based on the Contractor's qualifications and DocuSource will be held solely responsible for performance under the ETP Contract. This Proposal has been reviewed by ETP staff to ensure compliance with all applicable guidelines, and DocuSource and Revolution Office LLC have been informed about the duty to make certain PEO representations in the ETP Contract; including, without limitation, that its PEO Agreement with G&A Outsourcing, LLC clearly establishes the PEO as the party responsible for withholding and reporting Unemployment Insurance taxes, and DocuSource and Revolution Office LLC retains the exclusive right to direct and control the work performed by trainees, and to set the amount of their wages.

Impact/Outcome

With the support of ETP funding, DocuSource will implement structured cross-training programs focused on strengthening employee skill development and adaptability. The training will support the company's continued adoption of advanced technologies, designed to improve efficiency across operations.

As new digital tools and systems are integrated, targeted training will ensure employees can effectively utilize these technologies to enhance productivity, improve service delivery, and support long-term operational growth.

Commitment to Training

Docusource has an annual training budget of \$100,000. Training offered includes onboarding and training on internal product knowledge.

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

➤ Training Infrastructure

This project will be overseen by the Vice President of Finance and Administration. The Company has also retained the services of an administrative subcontractor to assist with the administration of this project.

Prior Projects

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

| Contract No. | Term | Approved Amount | Payment Earned \$ % |
|--------------|---------------------|-----------------|------------------------|
| ET24-0294 | 01/12/24 - 01/11/26 | \$67,390 | \$66,786 (99%) |

Subcontractors

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

| Training Vendor(s) | City, State | Cost | Description of Service |
|--------------------|-------------|------|------------------------|
| To Be Determined | - | - | - |

Self-Attestations

The Applicant has self-certified under penalty of perjury under the laws of the State of California that at the time of submission of this application, to the best of my knowledge, information, and/or belief, the applicant is in compliance with all state and federal labor and health and safety laws. UIC section 10205(e)(1)(F)

The Applicant has self-certified under penalty of perjury under the laws of the State of California that at the time of submission of this application, to the best of my knowledge, information, and/or belief, that the applicant is not ineligible to bid, be awarded, or subcontract on a public works project. UIC section 10205(e)(2)(B)

The Applicant has self-certified under penalty of perjury under the laws of the State of California that at the time of submission of this application, to the best of my knowledge, information, and/or belief, that the applicant does not have a final determination, order, judgment, or award issued against them for violations of labor law that remain unabated or unsatisfied following the period during which an appeal may be made. UIC section 10205(e)(2)(C)

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Customer Relations
- Customer Service Excellence
- Interpersonal Communication
- Key Performance Indicators
- Leadership Skills
- Marketing
- Finance & Accounting
- Time Management & Prioritization
- Effective Communication
- Logistics & Supply Chain Management
- Planning & Forecasting
- Product Knowledge
- Project Management
- Business Development

Computer Skills

- Cybersecurity Awareness
- Microsoft Office Suite (Intermediate & Advanced) & Productivity Tools
- Hubspot & Customer Relationship Management (CRM)
- Inventory Management Systems
- Banking & Disbursement Systems
- Data Analysis & Reporting (e.g., Excel PivotTables, Power BI)
- Quickbooks Online
- ECI (Brand Specific) Enterprise Resource Planning (ERP) System
- Cloud Based Programs
- FormedAI
- Sales Techniques & Strategy
- Lead Generation & Nurturing
- Digital Marketing Fundamentals
- Social Media Marketing
- Search Engine Optimization (SEO)/ Search Engine Marketing (SEM)
- Branding & Positioning

Continuous Improvement Skills

- Collections
- Billing Improvement
- Operational Excellence
- Organizational Improvement



**Training Proposal for:
Element Science, Inc.**

Contract Number: ET26-0257

Delegation \leq \$75,000 Single Employer

Panel Meeting of: April 24, 2026

Project Profile

| | | | | |
|---|---|---------------------|---|--|
| Contract Attributes: | Priority Rate Retrainee | Industry Sector(s): | Manufacturing | |
| | | Priority Industry: | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |
| Counties Served: | San Francisco, San Mateo | Repeat Contractor: | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | |
| Union(s): | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | | | |
| Number of Employees in: | CA: 101 | U.S.: 101 | Worldwide: 101 | |
| <u>Turnover Rate:</u> | 16% | | | |
| <u>Managers/Supervisors:</u> (% of total trainees) | 0% | | | |

Funding Detail

| |
|-----------------------------|
| In-Kind Contribution |
| \$238,637 |

| |
|--------------------------|
| Total ETP Funding |
| \$63,840 |

Training Plan Table

| Job No. | Job Description | Estimated No. of Trainees | Range of Hours | | | Average Cost per Trainee | Post-Retention Wage |
|---------|-------------------------|---------------------------|----------------|------|---------------|--------------------------|---------------------|
| | | | Class / Lab | CBT | Weighted Avg: | | |
| 1 | Priority Rate Retrainee | 57 | 8-200 | 0-10 | 40 | \$1,120 | \$26.91 |

*Post-Retention Wage is the Contractual Wage.

| | |
|--|--|
| Published Minimum Hourly Wage by County: | |
| Job Number 1: | \$26.91 per hour for San Francisco and San Mateo Counties |
| Health Benefits: | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No This is employer share of cost for healthcare premiums – medical, dental, vision. |
| Used to meet the Post-Retention Wage?: | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Health Benefits may be used to meet the Post-Retention Wage as follows: | |
| Job Number 1: | \$0.95 |
| Fringe Benefits: | Element Science provides a comprehensive benefits package to all eligible full-time employees, representing an estimated 40% investment beyond base compensation and underscoring its commitment to employee well-being and retention. Benefits include largely employer-paid medical, dental, and vision insurance; access to HSAs and FSAs; a 401(k)- retirement plan; generous PTO, sick leave, and paid holidays; employer-paid life and disability insurance; employee assistance program; and pre-tax commuter benefits. |
| Wage Progression: | Element Science reviews employee compensation twice annually and considers merit increases based on performance, impact, and alignment with core values; while raises are not guaranteed, high-performing employees typically receive increases of approximately 3–4%. |

| Wage Range by Occupation | | | | | |
|--|-------------------|------------------------------|----------------|-----------------|--------------|
| Occupations | Wage Range | Estimated number of trainees | | | |
| | | Total | \$20 and Under | \$20.01 to \$25 | Over \$25.01 |
| JOB NUMBER 1 - Priority Rate, Retrainee | | | | | |
| Technician | \$27.06 - \$45.75 | 7 | 0 | 0 | 7 |
| Customer Service | \$35.00 - \$44.76 | 7 | 0 | 0 | 7 |

| Wage Range by Occupation | | | | | |
|---------------------------------|--------------------|------------------------------|----------------|-----------------|--------------|
| Occupations | Wage Range | Estimated number of trainees | | | |
| | | Total | \$20 and Under | \$20.01 to \$25 | Over \$25.01 |
| Administrative/Clerical | \$34.66 - \$60.10 | 5 | 0 | 0 | 5 |
| Operatives/Production | \$25.96 - \$72.12 | 16 | 0 | 0 | 16 |
| Quality Assurance | \$50.48 - \$59.77 | 3 | 0 | 0 | 3 |
| Information Technology | \$71.15 - \$71.15 | 1 | 0 | 0 | 1 |
| Engineer | \$54.08 - \$102.55 | 18 | 0 | 0 | 18 |

Introduction

Founded in 2012 and headquartered in San Francisco, Element Science, Inc. (Element Science) (www.elementsci.com) is a medical device and digital health company that develops wearable lifesaving technologies for patients with high-risk cardiovascular conditions. It's primary product, the Jewel Patch Wearable Cardioverter Defibrillator (P-WCD), monitors heart rhythms to prevent sudden cardiac death. The Company serves healthcare providers and patients with high-risk cardiovascular conditions. Training will take place at its San Francisco and Redwood City locations. This will be Element Science's first ETP Contract.

ETP Priority 10200(b)

The proposed project aligns with UIC Section 10200(b) by driving high-quality job creation in California's advanced manufacturing sector, supporting new and expanding businesses that offer high-wage, high-road jobs with opportunities for wage progression. It equips workers with training in new technologies and methods to compete globally, strengthens and promotes California's manufacturing base, and contributes to increased exports from the state.

Veterans Program

Although there is not a dedicated Job Number for Veterans, Element Science is committed to recruiting, supporting, and retaining Veterans a a core part of its workforce development strategy. The Company actively partners with Veteran-focused organizations, posts opportunities on Veteran-specific job boards, and participates in transition assistance programs and job fairs throughout California to connect with qualified Veteran candidates. Hiring managers are trained to identify and translate military experience into relevant skills for roles in quality, manufacturing, field operations, and customer success. As Element Science continues to scale, it will further refine and expand these initiatives to create clear, sustainable pathways for Veterans into high-quality careers in the medical technology sector.

Project Details

Element Science recently received U.S. Food and Drug Administration (FDA) approval for its life-saving wearable defibrillator, creating an immediate need for a highly skilled, compliant workforce. As a Class III medical device manufacturer transitioning from development to full commercialization, the Company requires specialized technical, manufacturing, quality, and regulatory expertise that is not readily available in the labor market. Structured training is essential to ensure employees meet regulatory requirements, scale production, and support safe and effective device deployment.

To address these needs, Element Science is implementing a structured training initiative for new and existing employees to support expanded manufacturing, operations and new workflows, and enhanced quality and regulatory systems. Training will focus on advanced manufacturing processes, device-specific technologies, quality management systems, and compliance with FDA, International Organization for Standardization, and Community Health Accreditation Partner standards. This targeted initiative equips employees to perform the new and expanded roles required by FDA approval and commercialization.

Building on this foundation, the proposed training initiative will develop a workforce fully prepared to manufacture, support, and monitor a Class III medical device in a highly regulated environment. Although the Company underwent restructuring in 2024 due to delayed FDA approval of its medical device—resulting in staffing levels exceeding operational needs and a reduction in force—it is now positioned for growth. The Company has since implemented stricter hiring controls, including requiring clear business justifications, aligning headcount decisions with current operational needs, enforcing executive-level approval, and introducing centralized governance, quarterly reviews, and stronger leadership accountability. The Company feels confident that these combined growth and retention strategies will result in a lower turnover rate in the future.

Following FDA approval and the transition to full-scale commercialization, Element Science expects to double its workforce over the next two years across manufacturing, quality, engineering, field operations, and customer support. ETP-funded training will be essential to maintain product quality, patient safety, and regulatory compliance while enhancing operational efficiency, reducing risk, and supporting sustainable job growth and long-term employee retention.

Training Plan

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

Business Skills: Training will be offered to all occupations and include Customer Communication and Service Excellence.

Computer Skills: Training will be offered to all occupations in Salesforce Customer Relationship Management and Optimization and in SolidWorks, with the goal of enhancing customer and patient experience.

Continuous Improvement Skills: Training will be offered to Operatives/Production and Engineers in Six Sigma Green Belt certification, FDA Regulations and Community Health Accreditation Partner Requirements. This training will foster a culture of continuous improvement, enhance operational performance, and improve safety.

Manufacturing Skills: Training will be offered to Technicians, Operatives/Production, Engineers and Quality Assurance. Training topics include Good Manufacturing Practices, ISO 13485 for Quality Management System, Geometric Design & Tolerance, ISO 14971 for Risk Management and Product Development Lifecycle.

Computer-Based Training (CBT)

CBT will be provided to supplement class/lab, which is a more convenient means of delivering basic training. Trainees will receive between 0-10 hours of CBT.

Alternate Recordkeeping

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

Impact/Outcome

ETP-funded training will drive the Company’s pursuit of Six Sigma Green Belt certification, equipping trainees with data-driven tools to identify root causes, cut process variation, and boost operational efficiency. Additional credentials, such as IPC Soldering Certification (J-STD-001), ensures top-tier reliability, and workmanship in medical device manufacturing, meeting the highest standards of process control.

Commitment to Training

Element Science maintains an annual training budget of approximately \$125,000 for its two California locations. Training includes onboarding and compliance requirements. ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

The Senior Talent Acquisition Partner will oversee project administration, with support from the Chief People Officer and the People Operations team at each location. These staff members will assist with training by managing documentation, coordinating training, and ensuring the project meets ETP requirements. Training will be delivered by in-house experts and vendors if needed.

Subcontractors

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

| Training Vendor(s) | City, State | Cost | Description of Service |
|--------------------|-------------|------|------------------------|
| To Be Determined | - | - | - |

Self-Attestations

The Applicant has self-certified under penalty of perjury under the laws of the State of California that at the time of submission of this application, to the best of my knowledge, information, and/or belief, the applicant is in compliance with all state and federal labor and health and safety laws. UIC section 10205(e)(1)(F)

The Applicant has self-certified under penalty of perjury under the laws of the State of California that at the time of submission of this application, to the best of my knowledge, information,

and/or belief, that the applicant is not ineligible to bid, be awarded, or subcontract on a public works project. UIC section 10205(e)(2)(B)

The Applicant has self-certified under penalty of perjury under the laws of the State of California that at the time of submission of this application, to the best of my knowledge, information, and/or belief, that the applicant does not have a final determination, order, judgment, or award issued against them for violations of labor law that remain unabated or unsatisfied following the period during which an appeal may be made. UIC section 10205(e)(2)(C)

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Customer Communication
- Service Excellence

Computer Skills

- Salesforce Customer Relationship Management and Optimization
- SolidWorks

Continuous Improvement Skills

- Six Sigma (Green Belt) Certification
- FDA Regulations
- Community Health Accreditation Partner Requirements

Manufacturing Skills

- Good Manufacturing Practices
- ISO 13485 for Quality Management System
- Geometric Design & Tolerance (GD&T)
- IPC Soldering Certification (J-STD-001)
- ISO 14971 for Risk Management
- Product Development Lifecycle

Computer-Based Training

Trainees may receive any of the following:

Computer Skills

- Python Programming (4 hrs)
- Microsoft Office (Intermediate/Advanced) (2 hrs)
- Microsoft Excel (Intermediate/Advanced) (2 hrs)

Manufacturing Skills

- Design Control for Medical Devices (2 hrs)



**Training Proposal for:
Kana Development Group Inc.**

Contract Number: ET26-0279

Delegation \leq \$75,000 Single Employer

Panel Meeting of: April 24, 2026

Project Profile

| | | | | |
|---|--|---------------------|---|--|
| Contract Attributes: | Priority Rate Retrainee SB < 100 | Industry Sector(s): | Professional, Scientific, and Technical Services | |
| | | Priority Industry: | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |
| Counties Served: | Riverside | Repeat Contractor: | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | |
| Union(s): | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No LiUNA! Local No. 1184 | | | |
| Number of Employees in: | CA: 37 | U.S.: 37 | Worldwide: 37 | |
| <u>Turnover Rate:</u> | 8% | | | |
| <u>Managers/Supervisors:</u> (% of total trainees) | N/A | | | |

Funding Detail

| |
|-----------------------------|
| In-Kind Contribution |
| \$205,233 |

| |
|--------------------------|
| Total ETP Funding |
| \$50,400 |

Training Plan Table

| Job No. | Job Description | Estimated No. of Trainees | Range of Hours | | | Average Cost per Trainee | Post-Retention Wage |
|---------|--|---------------------------|----------------|-----|---------------|--------------------------|---------------------|
| | | | Class / Lab | CBT | Weighted Avg: | | |
| 1 | Priority Rate SB < 100 Retrainee | 36 | 8-200 | 0-0 | 50 | \$1,400 | \$24.67 |

*Post-Retention Wage is the Contractual Wage.

| |
|---|
| Published Minimum Hourly Wage by County: Job Number 1: \$24.67 per hour in Riverside County. |
| Health Benefits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No This is employer share of cost for healthcare premiums – medical, dental, vision. |
| Used to meet the Post-Retention Wage?: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| Health Benefits may be used to meet the Post-Retention Wage as follows: Job Number 1: \$2.38 |

| Wage Range by Occupation | | | | | |
|--|-------------------|------------------------------|----------------|-----------------|--------------|
| Occupations | Wage Range | Estimated number of trainees | | | |
| | | Total | \$20 and Under | \$20.01 to \$25 | Over \$25.01 |
| JOB NUMBER 1 - Priority Rate, Retrainee | | | | | |
| Residential (RES) Pipe Laborer I | \$22.29 - \$35.00 | 3 | 0 | 1 | 2 |
| Tilt Up (TU) Entry Level Structure Laborer | \$23.00 - \$35.00 | 1 | 0 | 1 | 0 |
| Project Coordinator | \$28.00 - \$38.00 | 1 | 0 | 0 | 1 |
| Residential (RES) Pipe Laborer II | \$30.00 - \$47.00 | 2 | 0 | 0 | 2 |
| Residential (RES) Structure Laborer II | \$35.00 - \$47.00 | 5 | 0 | 0 | 5 |
| Tilt Up (TU) Pipe Laborer II | \$30.00 - \$58.00 | 5 | 0 | 0 | 5 |
| Residential (RES) Structure Laborer Foreman | \$33.61 - \$61.00 | 1 | 0 | 0 | 1 |
| Tilt Up (TU) Labor Equipment Operator | \$41.00 - \$58.79 | 5 | 0 | 0 | 5 |
| Residential (RES) Labor Equipment Operator | \$40.42 - \$61.00 | 3 | 0 | 0 | 3 |
| Tilt Up (TU) Pipe Laborer Foreman | \$41.00 - \$62.00 | 3 | 0 | 0 | 3 |
| Residential (RES) Labor Equipment Operator Foreman | \$31.25 - \$76.92 | 1 | 0 | 0 | 1 |

| Wage Range by Occupation | | | | | |
|---------------------------------|--------------------|------------------------------|----------------|-----------------|--------------|
| Occupations | Wage Range | Estimated number of trainees | | | |
| | | Total | \$20 and Under | \$20.01 to \$25 | Over \$25.01 |
| Superintendent | \$37.14 - \$78.00 | 2 | 0 | 0 | 2 |
| Estimator | \$50.00 - \$80.00 | 2 | 0 | 0 | 2 |
| Structures Division Manager | \$62.00 - \$78.00 | 1 | 0 | 0 | 1 |
| Project Manager | \$33.65 - \$106.73 | 1 | 0 | 0 | 1 |

Introduction

Founded in 2021 and headquartered in Riverside, Kana Development Group Inc. (KDG) (www.kanadg.com) provides planning, construction, engineering, design, and management services for public and private projects. The Company also provides water provisions, wastewater, drainage, transportation construction services, and high-tech installations. KDG's customers include residential developers, general contractors, and other private and public institutions. Training will take place at KDG's location in Riverside. This will be KDG's first ETP Contract.

Currently, there is one active ETP Contract under the Kana umbrella, Kana Pipeline (ET26-0157). This other ETP Contract contains different employer account numbers and are therefore considered a separate entity for ETP purposes. The training for this project will be managed and operated separately and distinctly; and the KDG training detailed in this proposal is not related.

Veterans Program

While the Company does not have a formally targeted Veteran program, KDG welcomes Veterans to apply for open positions through its regular hiring processes.

Union Support

Approximately 29 employees under the following occupation titles are represented by the LiUNA Local 1184: Residential (RES) Labor Equipment Operator; Residential (RES) Labor Equipment Operator Foreman; Residential (RES) Pipe Laborer I; Residential (RES) Pipe Laborer II; Residential (RES) Structure Laborer Foreman; Residential (RES) Structure Laborer II; Tilt Up (TU) Entry Level Structure Laborer; Tilt Up (TU) Labor Equipment Operator; Tilt Up (TU) Pipe Laborer Foreman; and Tilt Up (TU) Pipe Laborer II. The union has submitted a letter of support for this training project.

Project Details

Due to the highly specialized technical roles at KDG, continuous training is essential. The Company has developed a training plan intended to address the growing complexities that trainees face with construction, permitting, and environmental challenges, such as climate change, seismic risks, and sustainability. The training places emphasis on innovation, cost-effectiveness, and creativity to ensure that employees are well-equipped to meet evolving demands and deliver exceptional service.

Since 2021, KDG continues to adapt to significant industry changes including limited land availability, evolving building codes, sustainability demands, and supply chain issues. These

changes require more technical expertise, staff upskilling, and involvement in regulatory guidance and research collaboration. Due to the highly specialized technical roles at KDG, continuous training is essential. Construction pace has increased in recent years and to remain competitive, KDG must enhance employee training by constantly integrating automation and real-time software systems to increase efficiency and reduce errors. Training will help staff optimize the use of construction techniques, as it relates to Hydraulic Shoring, Pneumatic Tools, and Bitumastic Application. Training is designed to keep both new and incumbent staff up to date with frequent regulatory changes in California, including seismic codes, air and water quality, groundwater, and permitting.

This training will allow trainees to maintain productivity and improve overall quality. Training will also help retain current staff and support opportunities for advancement within the Company. In addition, KDG has budgeted an approximate 20% Year over Year sales growth to keep up with a steady rise in contractual obligations and anticipated growth within its labor force for the next couple years.

Training Plan

Training will be conducted via Class/Lab, E-Learning, and Productive Lab (PL) in the following:

Commercial Skills: Training will be offered to all occupations and will focus on project completions and increasing efficiencies within the Company. Training topics include Equipment Maintenance, Compression Fittings, Grade Checking, Plan Reading, Silver Soldering, and Trench Shields.

Certified Safety Training

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

Productive Laboratory

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

PL-Commercial Skills training will be provided to approximately 29 field personnel, under the following occupation titles: Residential (RES) Labor Equipment Operator; Residential (RES) Labor Equipment Operator Foreman; Residential (RES) Pipe Laborer I; Residential (RES) Pipe Laborer II; Residential (RES) Structure Laborer Foreman; Residential (RES) Structure Laborer II; Tilt Up (TU) Entry Level Structure Laborer; Tilt Up (TU) Labor Equipment Operator; Tilt Up (TU) Pipe Laborer Foreman; and Tilt Up (TU) Pipe Laborer II.

KDG PL training will provide hands-on job instruction in a productive environment that cannot be adequately replicated in a classroom setting. The Company's instructor oversees an employee's use of special equipment related to Main Line Installation, Boring Pits, and Flowliner Operation. The trainer is dedicated exclusively to the instruction of the trainees. Training will take place at worksite locations using construction related equipment and instruction will be delivered by experienced internal instructors with over 30 years of technical mastery in

construction, engineering and development. PL training will help workers achieve the competencies needed to perform their jobs with the highest level of safety, efficiency and accuracy aligned with the customer's requirements. KDG is requesting 13 hours of PL training per trainee with a trainer-to-trainee ratio of 1:1.

This training will help new and incumbent workers achieve the technical competencies needed to perform their jobs with the highest level of safety and efficiency. Trainers will evaluate training effectiveness and efficiency through the company's internal competency model during and after training. Upon each PL course completion, the trainee will be given a Certificate of Completion. These accumulated certificates are used to measure competencies, which then determines pay increases throughout the year.

Commitment to Training

KDG spends an estimated \$30,000 on training annually. The Company training covers management training, First Aid/CPR, and sexual harassment prevention. ETP funds will not displace the existing financial commitment to training. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

The Company's Training and Development (T&D) Manager will oversee the ETP project. KDG's CFO, will work with the T&D Manager to handle all administration (scheduling, enrolling, tracking, etc.). Training is scheduled to begin upon Panel approval and will be delivered on-site by in-house experts and vendors, if needed.

Subcontractors

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

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

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Commercial Skills

- Angle Meter Stops/Rafter Plumb Cuts to Grade
- Ball Sewer
- Banding Reinforced Concrete Pipe (RCP)
- Bedding and Shading
- Bitumastic Application
- BMP Storm Water Pollution Prevention
- Boring Pits
- Build and Set Form Work
- Calculating Slopes
- City Plan Specifications
- Compression Fittings
- Concrete Handling
- Construction Software Program
- Cut Off Saw
- Dewatering/Sewer Bypass Requirements
- Dump Truck Operation
- Electric Powered Tools
- Equipment Maintenance
- Equipment Operation Backhoe
- Equipment Operation Excavator
- Equipment Operation Loader
- Exposing Utilities
- Flare Fitting
- Flowliner Operation
- Forklift Certification Training
- Fuel Powered Tools
- General Construction Safety
- Grade Checking
- Hot Taps
- Hydraulic Shoring
- Job Hazard Assessment
- Laser Set Up/User
- Laterals Pipeline Installation
- Leadership
- Main Line Installation
- Manhole Bottoms
- Manhole Shaft Stacking
- Manhole/Valve Blow Off Measurements
- Non-Powered Hand Tools
- Pipe on Grade Verification
- Plan Reading

- Pneumatic Tools
- Positive Flow Verification
- Pressure Test Water Mains
- Project/Budget Specifications
- Rigging
- Safety Mojo
- Set String Line
- Setting Detector Checks
- Setting Fire Hydrants
- Setting Hi Line
- Shoring Safety
- Silver Soldering
- Stake Reading
- Strip and Patch Forms
- Thrust Blocks
- Traffic Control
- Traffic Flagging
- Trench Safety
- Trench Shields
- Tying Steel for JS
- Visqueen Wrap
- Water Fire Line Flush
- Water Truck Operation

Safety Skills - OSHA 10 (Certified-OSHA Instructor)

- OSHA 10

Safety Skills - OSHA 30 (Certified-OSHA Instructor)

- OSHA 30

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

Trainees may receive any of the following:

Commercial Skills

- Angle Meter Stops / Rafter Plumb Cuts to Grade
- Ball Sewer
- Banding Reinforced Concrete Pipe (RCP)
- Bedding and Shading
- Beveling
- Bitumastic Application
- BMP Storm Water Pollution Prevention
- Boring Pits
- Build and Set Form Work
- Calculate Slopes
- Compression Fittings
- Concrete Handling
- Dewatering/Sewer Bypass

- Dump Truck Operation
- Equipment Operation Backhoe
- Equipment Operation Excavator
- Equipment Operation Loader
- Equipment Operation Skid Steer
- Exposing Utilities
- Flare Fitting
- Flowliner Operation
- Forklift Certification Training
- Grade Checking
- Hot Taps
- Job Hazard Assessment
- Laser Set Up
- Laterals Pipeline Installation
- Main Line Installation
- Manhole Bottoms
- Manhole Shaft Stacking
- Manhole/Valve Blow Off Measurements
- Pipe on Grade Verification
- Positive Flow Verification
- Pressure Test Water Mains
- Rigging
- Set String Line
- Setting Detector Checks
- Setting Fire Hydrants
- Setting Hi Line
- Shields
- Shoring
- Silver Soldering
- Strip and Patch Forms
- Thrust Blocks
- Tying Steel for Js
- Visqueen Wrap
- Water Fire Line Flush
- Water Truck Operation



Laborers'
International
Union of
North America

LiUNA!

Local No.1184

January 16th, 2026

**Employment Training Panel
1100 J Street
Sacramento, CA 95814**

Dear Panel Members,

Kana Development Group

Alexa Bravo, Training and Development Administrator

#24-0491

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

| Position: | Number of Employees |
|---|---------------------|
| RES Labor Equipment Operator | 3 |
| TU Labor Equipment Operator | 5 |
| RES Labor Equipment Operator Foreman | 1 |
| TU Entry Level Structure Laborer | 1 |
| RES Structure Laborer II | 5 |
| TU Pipe Laborer Foreman | 3 |
| RES Pipe Laborer I | 3 |
| RES Pipe Laborer II | 2 |
| TU Pipe Laborer II | 5 |
| RES Structure Laborer Foreman | 1 |

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 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.

Local No.1184

*Serving
Southern California
and Arizona*

MICHAEL S. DEA
BUSINESS MANAGER
SECRETARY-TREASURER

Josh Pender
PRESIDENT

MAIN OFFICE

1128 E. La Cadena Drive
Riverside, CA 92507
Telephone: 951-684-1484
Fax: 951-779-1445

ARIZONA OFFICE

1401 E. Washington St
Phoenix, AZ 85034
(602) 258-6521
Fax (602) 495-1464

THOUSAND PALMS OFFICE

72732 Ramon Rd.
P.O. BOX 155
Thousand Palms, CA 92276
(760) 343-0533
Fax (760) 343-0883
(800) 203-3111

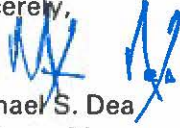
EL CENTRO OFFICE

690 Broadway St., Suite. #5
El Centro, CA 92243
(760) 337-3909
Fax (760) 337-3911

Feel the Power

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,



Michael S. Dea
Business Manager
Secretary-Treasurer



Training Proposal for:

Open Biopharma Training Institute, Inc. dba Open Biopharma

Contract Number: ET26-0224

Delegation \leq \$75,000 Single Employer

Panel Meeting of: April 24, 2026

Project Profile

| | | | | |
|---|---|---------------------|---|--|
| Contract Attributes: | Retrainee SB < 100 | Industry Sector(s): | Educational Services | |
| | | Priority Industry: | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | |
| Counties Served: | San Diego | Repeat Contractor: | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | |
| Union(s): | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | | | |
| Number of Employees in: | CA: 23 | U.S.: 23 | Worldwide: 23 | |
| <u>Turnover Rate:</u> | 5% | | | |
| <u>Managers/Supervisors:</u> (% of total trainees) | N/A | | | |

Funding Detail

| |
|-----------------------------|
| In-Kind Contribution |
| \$87,000 |

| |
|--------------------------|
| Total ETP Funding |
| \$38,640 |

Training Plan Table

| Job No. | Job Description | Estimated No. of Trainees | Range of Hours | | | Average Cost per Trainee | Post-Retention Wage |
|---------|--------------------|---------------------------|----------------|-----|---------------|--------------------------|---------------------|
| | | | Class / Lab | CBT | Weighted Avg: | | |
| 1 | SB < 100 Retrainee | 23 | 8-200 | 0-0 | 60 | \$1,680 | \$24.67 |

*Post-Retention Wage is the Contractual Wage.

| | |
|---|---|
| Published Minimum Hourly Wage by County: | |
| Job Number 1: | \$24.67 per hour for San Diego County |
| Health Benefits: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | This is employer share of cost for healthcare premiums – medical, dental, vision. |
| Used to meet the Post-Retention Wage?: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | |
| Health Benefits may be used to meet the Post-Retention Wage as follows: | |
| Job Number 1: | \$0.00 |
| Fringe Benefits: | While Open Biopharma does not provide fringe benefits, the Company values the employees contributions and offers a fair hourly wage and continuous training in highly-marketable skills, providing opportunities for growth within the bio-pharma industry. |
| Wage Progression: | Performance evaluations are conducted annually during the fourth quarter of each calendar year. Title and merit increases are reflected in the first quarter of the following year. Merit increases are typically in the 3% to 5% range and promotions are based on employee performance and the defined business needs of the Company. |

| Wage Range by Occupation | | | | | |
|---------------------------------|-------------------|------------------------------|----------------|-----------------|--------------|
| Occupations | Wage Range | Estimated number of trainees | | | |
| | | Total | \$20 and Under | \$20.01 to \$25 | Over \$25.01 |
| JOB NUMBER 1 - Retrainee | | | | | |
| Research Associate I | \$24.67 - \$33.00 | 6 | 0 | 5 | 1 |
| Research Associate II | \$25.01 - \$35.00 | 6 | 0 | 0 | 6 |
| Lab Manager | \$40.00 - \$65.00 | 5 | 0 | 0 | 5 |

Introduction

Founded in 2019 and headquartered in Carlsbad, Open Biopharma Training Institute, Inc. dba Open Biopharma (Open Biopharma) (<https://www.openbiopharma.org>) is a research and training institute dedicated to driving innovation and reducing costs within biopharmaceutical manufacturing. The Company is not a school but a training center that provides training in various biotech processes, product development, and other advanced skills via a virtual Good Manufacturing Procedures (vGMP) environment. Open Biopharma is the only vGMP facility on the entire West-coast able to provide these hands-on trainings, ensuring trainees are ready and well-equipped to meet industry demands.

The Company primarily serves California's biotech and biopharmaceutical industry, collaborating with community colleges and universities whose mission is to educate and prepare individuals for a career in biopharma. Training will take place at their headquarters in Carlsbad. This will be Open Biopharma's first contract with ETP.

ETP Priority 10200(b)

The Company's training program aligns with UIC Section 10200(b) by developing employees with skills necessary to work with new technologies and methods. Open Biopharma ensures employees will have access to high quality training and skill development in biomanufacturing and research which are in high demand in the Southern California biomedical industry. Providing this training helps to alleviate the need for industry partners to provide the basic training necessary to bring these employees up to sufficient proficiency and will help California workers gain increased skills with the potential for higher wage opportunities in the dynamic biomanufacturing industry.

Veterans Program

Although Open Biopharma does not have any Veterans currently employed, the Company encourages and welcomes Veterans to apply and has ongoing outreach through the Company's existing partnership with Mira Costa Community College.

Project Details

Open Biopharma conducts research on new technologies and equipment focused primarily on Cell and Gene Therapy (CGT) and exosome manufacturing. The Company is currently working on an exosome product that speeds up wound healing and employees will learn various biotech processes and product development techniques related to this research. ETP funding will help support employee training in basic and advanced skills such as Chromatography Overview, iSeq (Sequencing System), and Proteins Overview.

The Company's primary mission is to provide high quality training and the practical skills necessary to be able to compete in Southern California's bio-medical industry. The proposed training addresses the critical workforce need within California's biotechnology industry by equipping employees with comprehensive technical expertise to help solve the biomanufacturing bottlenecks that CGT research faces. Employees will receive training on technologies such as Single Use Systems for the Manufacturing of Parenteral Products and Zetaview (Nanoparticle Tracking Analyzer)-Basics and Advanced. In turn, these employees will be prepared to provide hands-on training to individuals pursuing advanced degrees at colleges and universities, strengthening the workforce and ensuring professionals are market-ready for careers in medical device research, biotechnology, and pharmaceutical industries.

Training Plan

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

Computer Skills: Training will be offered to all occupations in complex systems and other computer applications. Training topics include Generative Pre-trained Transformer (GPT) Parallels, Google Applications (Intermediate/Advanced), and Large Language Models (LLMs) Overview.

Hazardous Materials Skills: Training will be offered to all occupations to ensure the proper use, transport, and disposal of hazardous substances. Training topics include Bloodborne Pathogens and Chemicals-Material Safety Data Sheet (MSDS), Caustics, Flammables.

Manufacturing Skills: Training will be offered to all occupations so that employees have the skills necessary in bio-manufacturing to perform effectively while also maintaining high quality standards. Topics include Fundamentals of Aseptic Processing, Good Manufacturing Practice (GMP), and Pharmaceutical Manufacturing Code of Ethics.

Alternate Recordkeeping

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

Commitment to Training

Open Biopharma has an annual training budget of \$190,000. The Company's current training consists of company orientation, on-the-job training, and skill-based 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 Company’s Head of Human Resources and the Associate Director of Human Resources will oversee administration of this project including managing the scheduling, delivery, and documentation of training. All training will be provided by in-house subject matter experts in occupations AI, upstream processing, downstream processing, analytics, chemistry, GMP regulation, and facilities.

Subcontractors

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

| Training Vendor(s) | City, State | Cost | Description of Service |
|--------------------|-------------|------|------------------------|
| To Be Determined | - | - | - |

Self-Attestations

The Applicant has self-certified under penalty of perjury under the laws of the State of California that at the time of submission of this application, to the best of my knowledge, information, and/or belief, the applicant is in compliance with all state and federal labor and health and safety laws. UIC section 10205(e)(1)(F)

The Applicant has self-certified under penalty of perjury under the laws of the State of California that at the time of submission of this application, to the best of my knowledge, information, and/or belief, that the applicant is not ineligible to bid, be awarded, or subcontract on a public works project. UIC section 10205(e)(2)(B)

The Applicant has self-certified under penalty of perjury under the laws of the State of California that at the time of submission of this application, to the best of my knowledge, information, and/or belief, that the applicant does not have a final determination, order, judgment, or award issued against them for violations of labor law that remain unabated or unsatisfied following the period during which an appeal may be made. UIC section 10205(e)(2)(C)

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Computer Skills

- Generative Pre-trained Transformer (GPT) Parallels
- Google Applications (Intermediate/Advanced)
- Large Language Models (LLMs) Overview

Hazardous Materials Skills

- Bloodborne Pathogens
- Chemicals-Material Safety Data Sheet (MSDS), Caustics, Flammables

Manufacturing Skills

- Affinity for Extracellular Vesicles (EVs) or Cells
- Affinity for Proteins
- AKTA (Brand of Automated Chromatography System) Basics, Intermediate, Advanced
- Autoclaving
- Buffer Preparation
- Cell Free Protein Expression
- Centrifugal Concentrators
- Centrifugation
- Chromatography Overview
- Conjugates
- Coupling Reactions
- Dialysis
- Flow Cytometry
- Fundamentals of Aseptic Processing
- Fundamentals of Quality Risk Management
- General Extracellular Vesicle (EV) Overview
- Good Manufacturing Practice (GMP)
- Gravity Column Chromatography
- iSeq (Sequencing System)
- Immunoprecipitations
- Ion-Exchange Chromatography (IEX)
- Lab Maintenance
- Lyophilization
- Mastering Aseptic Processing
- Nanobodies
- Octet
- Packing Columns
- Pharmaceutical Manufacturing Code of Ethics
- Pipetting
- Polymerase Chain Reaction (PCR)
- Proteins Overview
- Quantitative Polymerase Chain Reaction (qPCR)

- Reporting Data-Regarding Scientific Data (e.g. Lab Experiments)
- SDS-PAGE- (Sodium Dodecyl Sulfate–Polyacrylamide Gel Electrophoresis)
- SEC (Size Exclusion Chromatography), Desalting
- Single Use Systems for the Manufacturing of Parenteral Products
- Sony Cell Sorter
- Static Binding Assays
- Sterile Filtration
- Tangential Flow Filtration (TFF)
- Total Protein Assays
- Western Blot
- Zetaview (Nanoparticle Tracking Analyzer)- Basics, Advanced



Training Proposal for:
S. Bravo Systems, Inc.
Contract Number: ET26-0278

Delegation \leq \$75,000 Single Employer

Panel Meeting of: April 24, 2026

Project Profile

| | | | | |
|---|---|---------------------|---|--|
| Contract Attributes: | Priority Rate Retrainee SB < 100 | Industry Sector(s): | Manufacturing | |
| | | Priority Industry: | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |
| Counties Served: | Los Angeles | Repeat Contractor: | <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |
| Union(s): | <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | | | |
| Number of Employees in: | CA: 70 | U.S.: 79 | Worldwide: 79 | |
| <u>Turnover Rate:</u> | 9% | | | |
| <u>Managers/Supervisors:</u> (% of total trainees) | N/A | | | |

Funding Detail

| |
|-----------------------------|
| In-Kind Contribution |
| \$132,000 |

| |
|--------------------------|
| Total ETP Funding |
| \$74,480 |

Training Plan Table

| Job No. | Job Description | Estimated No. of Trainees | Range of Hours | | | Average Cost per Trainee | Post-Retention Wage |
|---------|--|---------------------------|----------------|-----|---------------|--------------------------|---------------------|
| | | | Class / Lab | CBT | Weighted Avg: | | |
| 1 | Priority Rate SB < 100 Retrainee | 70 | 8-200 | 0-0 | 38 | \$1,064 | \$24.79 |

*Post-Retention Wage is the Contractual Wage.

| | |
|--|--|
| Published Minimum Hourly Wage by County: Job Number 1: \$24.79 for Los Angeles County | |
| Health Benefits: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No This is employer share of cost for healthcare premiums – medical, dental, vision. | |
| Used to meet the Post-Retention Wage?: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | |
| Health Benefits may be used to meet the Post-Retention Wage as follows: Job Number 1: \$0.00 | |
| Fringe Benefits: | Full-time employees at S. Bravo Systems, Inc. (SBSI) are eligible for a comprehensive benefits package. Vacation accrual is based on years of service, with employees earning 40 hours annually for 1–3 years of service, 80 hours for 4–8 years, and 120 hours for 9 or more years. Health benefits, including medical, dental, and vision coverage through Anthem and begin on the 60th day of employment. Employees become eligible to participate in the John Hancock 401(k) retirement plan after 90 days of employment. Additionally, full-time employees are automatically enrolled in The Standard Basic Life Insurance plan for \$25,000, effective on the first of the month following 60 days of employment. |
| Wage Progression: | SBSI’s wage progression policy incorporates both performance based and skill based incentives to support employee retention and career advancement. Employees who successfully complete the initial 90-day probationary period are eligible for a wage increase. Starting wages are competitive within the labor market, and ongoing wage progression is determined by length of service and results of annual performance evaluations. In addition, SBSI provides wage increases tied to skills development achieved through training and cross-training across workstations, which enhances employee versatility and contribution to Company operations. Wage progression is based on demonstrated performance, skill acquisition, and employee initiative in support of organizational goals. |

| Wage Range by Occupation | | | | | |
|--|-------------------|------------------------------|----------------|-----------------|--------------|
| Occupations | Wage Range | Estimated number of trainees | | | |
| | | Total | \$20 and Under | \$20.01 to \$25 | Over \$25.01 |
| JOB NUMBER 1 - Priority Rate, Retrainee | | | | | |
| Shipping/Receiving | \$24.79 - \$27.00 | 5 | 0 | 3 | 2 |
| Maintenance Mechanics | \$24.79 - \$27.00 | 3 | 0 | 2 | 1 |
| Production | \$24.79 - \$28.00 | 28 | 0 | 20 | 8 |
| Supervisors | \$25.50 - \$28.00 | 5 | 0 | 0 | 5 |
| Machinist | \$24.79 - \$29.00 | 4 | 0 | 2 | 2 |
| Welder | \$24.79 - \$29.00 | 4 | 0 | 2 | 2 |
| Administration | \$24.79 - \$36.00 | 8 | 0 | 3 | 5 |
| Customer Service/Sales | \$24.79 - \$40.00 | 5 | 0 | 3 | 2 |
| Engineering | \$25.01 - \$40.00 | 4 | 0 | 0 | 4 |
| Front Line Managers | \$28.00 - \$45.00 | 4 | 0 | 0 | 4 |

Introduction

Founded in 1987 and headquartered in Montebello, SBSI (<https://www.sbravosystems.com>) is a leader in secondary containment innovations, serving the petroleum industry for over 35 years. The Company designs, manufactures, installs, and services underground dispenser secondary containment systems to protect the environment from petroleum seepage and spills. SBSI operates a facility in Lexington, Tennessee, but its primary operations are based in Los Angeles County. The Company serves service station contractors, municipalities, airports, government installations, and agricultural businesses throughout the region. Training under this proposal will be delivered at SBSI's headquarters in Montebello. This would be SBSI's third ETP Contract in the last five years.

ETP Priority 10200(b)

SBSI contributes to the growth of California's manufacturing sector by responding to the industry's evolving standards and implementing continuous operational upgrades. These advancements create a critical need for skilled employee training to ensure the workforce can effectively adopt new processes, technologies, and equipment, supporting both business growth and industry competitiveness.

Veterans Program

Although, SBSI does not have a formal targeted Veteran's program, the Company actively recruits and encourages veterans to apply for its employment opportunities through its standard hiring processes.

Project Details

Under the previous project, SBSI focused on upskilling employees to remain current with evolving fuel industry standards and regulatory requirements, while supporting diversification

of its product line. The previous project enabled the Company to respond effectively to market changes and maintain competitiveness within the fuel sector.

The proposed training project builds on these efforts by addressing workforce development needs following a plant relocation and full replacement of manufacturing equipment. Employees will receive comprehensive training to operate new machinery and adapt to an expanded product line aligned with evolving petroleum industry standards. The training will emphasize updated manufacturing processes, environmental compliance, and safe production practices to ensure continued delivery of underground dispenser secondary containment products.

Training will focus on advanced operation of upgraded and newly installed equipment, including CNC machines, press brakes, and automated welding systems. Employees will develop proficiency in advanced software applications, adopt new OEM manufacturing processes, and comply with emerging regulatory mandates such as Senate Bill 445, which requires double-walled underground storage tanks. This training initiative will prepare Production staff to serve as subject matter experts on new equipment and processes, enhance operational capacity, support increased market demand, and develop transferable skills that promote career advancement and wage progression.

Training Plan

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

Business Skills: This training will be offered to Administration, Engineering, Customer Service/Sales, Maintenance Mechanics, Front Line Managers, and Supervisors. Training will focus on Account Development Training, Risk Management, Purchasing and Procurement, Market Forecasting, and Strategic Planning.

Computer Skills: This training will be offered to Administration, Engineering, Customer Service/Sales, Production, Shipping/Receiving, Maintenance Mechanics, Machinist, Welder, Front Line Managers, and Supervisors. Training will focus on Katana Computer Training, AUTOCAD/AUTOCAD 3D, Microsoft Applications (Intermediate/Advanced), and Document Management Skills.

Continuous Improvement Skills: This training will be offered to Administration, Engineering, Customer Service/Sales, Production, Shipping/Receiving, Maintenance Mechanics, Machinist, Welder, Front Line Managers, and Supervisors. Training will focus on Teambuilding, Leadership, Supervisor's Training, and Total Quality Management.

Manufacturing Skills: This training will be offered to Administration, Engineering, Customer Service/Sales, Production, Shipping/Receiving, Maintenance Mechanics, Machinist, Welder, Front Line Managers, and Supervisors. Training will focus on Materials Handling Equipment, Fabrication Best Practices, CNC Machinery Operations, and Commercial Grade Welding.

Certified Safety Training

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

Professional Employer Organization

SBSI represents that it uses the services of CoAdvantage, a Professional Employer Organization (PEO). However, please note that funding eligibility is based on the Contractor’s qualifications, and SBSI will be held solely responsible for performance under the ETP Contract. This Proposal has been reviewed by ETP staff to ensure compliance with all applicable guidelines, and SBSI has been informed about the duty to make certain PEO representations in the ETP Contract; including, without limitation, that its PEO Agreement with CoAdvantage clearly establishes the PEO as the party responsible for withholding and reporting Unemployment Insurance taxes, and that SBSI retains the exclusive right to direct and control the work performed by trainees, and to set the amount of their wages.

Commitment to Training

SBSI has an annual training budget of \$80,000. Training offered includes onboarding and training on internal product knowledge. 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 SBSI’s Operations Executive, with day-to-day oversight provided by the Vice President of Strategic Growth in collaboration with the HR Generalists. The Company has also retained a third party administrator to assist with all project administration.

Prior Projects

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

| Contract No. | Term | Approved Amount | Payment Earned \$ % |
|---------------|---------------------|-----------------|------------------------|
| ET24-0310 | 02/10/24 - 02/09/26 | \$74,635 | \$63,095 (85%) |
| ET22-0155-000 | 11/22/21 - 11/21/23 | \$132,365 | \$117,713 (89%) |

Subcontractors

| Subcontractor Type | Subcontractor Name | City, State | Cost / % |
|--------------------|-----------------------------------|-------------|----------------------|
| Development | Strategic Business Solutions, LLC | Visalia, CA | \$6,000 |
| Administrative | Strategic Business Solutions, LLC | Visalia, CA | 13% of Earned Amount |

| Training Vendor(s) | City, State | Cost | Description of Service |
|--------------------|-------------|------|------------------------|
| To Be Determined | - | - | - |

Self-Attestations

The Applicant has self-certified under penalty of perjury under the laws of the State of California that at the time of submission of this application, to the best of my knowledge, information, and/or belief, the applicant is in compliance with all state and federal labor and health and safety laws. UIC section 10205(e)(1)(F)

The Applicant has self-certified under penalty of perjury under the laws of the State of California that at the time of submission of this application, to the best of my knowledge, information, and/or belief, that the applicant is not ineligible to bid, be awarded, or subcontract on a public works project. UIC section 10205(e)(2)(B)

The Applicant has self-certified under penalty of perjury under the laws of the State of California that at the time of submission of this application, to the best of my knowledge, information, and/or belief, that the applicant does not have a final determination, order, judgment, or award issued against them for violations of labor law that remain unabated or unsatisfied following the period during which an appeal may be made. UIC section 10205(e)(2)(C)

Exhibit B: Curriculum

Class/Lab/E-Learning

Trainees may receive any of the following:

Business Skills

- Account Development Training
- Risk Management
- Purchasing and Procurement
- Market Forecasting
- Strategic Planning
- Supply Chain Logistics
- Effective Communications
- Time Management
- Marketing and Sales Strategies
- Product Specifications

Computer Skills

- Katana Computer Training
- AUTOCAD/AUTOCAD 3D
- Microsoft Applications (Intermediate/Advanced)
- Document Management Skills
- Production Scheduling Software

Continuous Improvement Skills

- Teambuilding
- Leadership
- Supervisor's Training
- LEAN Manufacturing
- Total Quality Management
- Kaizen
- Alternative Fuels Products, Research, and Development
- Combustible Dust

Manufacturing Skills

- Automated Welding Systems
- Resin Transfer Molding
- Infusion Processing
- Injection Molding
- Materials Handling Equipment
- Sheet Molding Compound(SMC)/Bulk Molding Compound(BMC) Composite Materials Processing
- Fabrication Best Practices
- British Retail Consortium(BRC) Standards
- CNC Machinery Operations
- Commercial Grade Welding
- Composite Molding
- Grinding and Deburring

- AMADA Laser Operation
- Cross Training Across Workspaces
- OEM Manufacturing Processes
- Press Brakes

Safety Skills - OSHA 10 (Certified-OSHA Instructor)

- OSHA 10

Safety Skills - OSHA 30 (Certified-OSHA Instructor)

- OSHA 30