



**Training Proposal for:**  
**Glendale Community College**  
**Professional Development Center**  
**Agreement Number: ET15-0224**

**Panel Meeting of:** August 22, 2014

**ETP Regional Office:** North Hollywood

**Analyst:** M. Paccarelli

**PROJECT PROFILE**

Contract Attributes:	Retrainee Priority Rate SB <100 HUA	Industry Sector(s):	Manufacturing Aerospace and Defense Services  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 checked="" type="checkbox"/> Yes <input type="checkbox"/> No United Steel Workers of America Loc. 560		
Turnover Rate:	≤20%		
Managers/Supervisors: (% of total trainees)	≤20%		

**FUNDING DETAIL**

Program Costs	+	Support Costs	=	Total ETP Funding
\$350,472		\$24,292 (8%)		\$374,764

In-Kind Contribution:	50% of Total ETP Funding Required	\$487,194
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**TRAINING PLAN TABLE**

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage
				Class / Lab	CBT		
1	Retrainee	Adv. Technology; Computer Skills; Continuous Impr.	16	8-200	0	\$802	\$14.90
				Weighted Avg: 50			
2	Retrainee Priority Rate	Adv. Technology; Computer Skills; Continuous Impr.	140	8-200	0	\$1,001	\$14.90
				Weighted Avg: 52			
3	Retrainee HUA	Adv. Technology; Computer Skills; Continuous Impr.	4	8-200	0	\$802	\$11.17
				Weighted Avg: 50			
4	Retrainee Priority Rate HUA	Adv. Technology; Computer Skills; Continuous Impr.	12	8-200	0	\$1,001	\$11.17
				Weighted Avg: 52			
5	Retrainee Priority Rate SB <100 HUA	Adv. Technology; Computer Skills; Continuous Impr.	8	8-60	0	\$1,390	\$11.17
				Weighted Avg: 50			
6	Retrainee Priority Rate SB <100	Adv. Technology; Computer Skills; Continuous Impr.	122	8-60	0	\$1,390	\$14.90
				Weighted Avg: 50			
7	Retrainee SB <100	Adv. Technology; Computer Skills; Continuous Impr.	22	8-60	0	\$1,176	\$14.90
				Weighted Avg: 50			

**Minimum Wage by County:** Job Numbers 1-2 & 6-7: \$16.04 for Los Angeles County; \$15.98 for Orange County; \$15.60 for San Diego County; and \$14.90 for Ventura, Kern, Riverside & San Bernardino Counties. Job Numbers 3-5: \$12.03 for Los Angeles County; \$11.99 for Orange County; \$11.70 for San Diego County; and \$11.17 for Ventura, Kern, Riverside & San Bernardino Counties.

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

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

Participating employers may use health benefits to meet the Post-Retention Wage.

<b>Job 1-2 and 6-7 Wage Range by Occupation</b>		
Occupation Titles	Wage Range	Estimated # of Trainees
Administrative/Support Staff		2
Customer Service Staff		1
Engineer/Designer I		12
Engineer/Designer II		12
Finance/Accounting Staff		1
Inspector I		20
Inspector II		8
Machine Operator/CNC Specialist I		55
Machine Operator/CNC Specialist II		50
Manufacturing/Production Staff I		57
Manufacturing/Production Staff II		57
Material Handler/Operator		8
Technician		3
Warehouse Logistics Staff		6
Supervisor		2
Manager		2
Owner (Small Business – Job Numbers 6 -7 only)		4

<b>Job 3-5 Wage Range by Occupation</b>		
Occupation Titles	Wage Range	Estimated # of Trainees
Administrative/Support Staff		1
Inspector		2
Machine Operator/CNC Specialist		1
Manufacturing/Production Staff		12
Material Handler/Operator		1
Technician		1
Warehouse Logistics Staff		3
Supervisor		1
Manager		2

## **INTRODUCTION**

This proposal was originally presented before the July 25, 2014 Panel meeting in the amount of \$749,853. In consideration of ETP Fiscal Year 2014/2015 funding constraints, the Panel asked Multiple Employer Contractors with more than three months remaining in the term of their active agreement, to return for consideration at the August 28, 2014 Panel meeting. The Panel also asked staff to make funding recommendations for these MECs, and any others with more than three months in their active agreements, consistent with a plan detailing ETP priorities for use of core program funds for the remaining fiscal year. The agreement amount in this proposal, to reduce the aforementioned MEC's by 50% from the original proposed amount, will support

ETP's ability to manage funds remaining in the current fiscal year so as to meet the ETP Total Prioritized Demand. [Note: A total of seven MECs have more than three months in their active agreements. Staff is making the same recommendation for each. The others are at Tabs 39, 42, 44, 45, and 46.

This will be the 36<sup>th</sup> Agreement between ETP and Glendale Community College Professional Development Center (GCC) ([www.pdcofgcc.com](http://www.pdcofgcc.com)). Founded in 1927, GCC provides customized, job-specific training for businesses and workers through its Professional Development Center. GCC has trained more than 36,000 workers from 4,800 Southern California employers during its 30-year history of funding through ETP, of which 82% were small business employers and 96% were Panel-recognized priority industries.

## **PROJECT DETAILS**

GCC is seeking a new contract as the funds for their most recent Agreement will be exhausted by August 2014. Participating employers have expressed their need for training because they are facing out-of-state competition and are currently struggling to keep up with technology and their competitors. These employers are expressing the need to build employees' skills to work in a continuously changing environment. Many are investing in automated systems and software packages to increase productivity, efficiency, and accuracy.

### **Training Plan**

The proposed training will promote the retention and expansion of California's manufacturing workforce. The "core" group of employers represents over 80% of requested funding.

**Computer Skills (40%)** - Training will provide all trainees with the skills to become more proficient in the most current technology in areas such as MS Project, Crystal Reports, AutoDesk Suite, Solid Modeling Computer-Aided Design (CAD), and Manufacturing Resource Planning.

**Continuous Improvement (50%)** – Training will assist all workers in identifying opportunities for improvement in their daily work processes while working more efficiently to reduce errors. The training modules will equip workers with the skills necessary to improve productivity and reduce operating costs. These modules include Lean Operations, Geometric Dimensioning & Tolerancing, Six Sigma, Planning, Purchasing and Inventory Management.

### **Advanced Technology (10%)**

GCC is requesting the higher reimbursement rate for Advance Technology (AT) courses. The AT training will be provided to Engineers/Designers and Machine Operators/CNC Specialists to utilize recent advances in 3D Computer-Aided Design (such as CADWorkx) and to work with the new generations of Computer-Aided Manufacturing. Intensive hours of training are required before the trainees are able to operate the equipment to quality and production standards that companies demand. State-of-the-art computer systems are needed to deliver this training and the licenses required for the software is very expensive. In addition, special equipment, such as free-arm digitizers, laser scanners, and compressors, are used in the training. The trainer-to-trainee ratio will be limited to 1:10 to allow for in-depth coverage and personal attention from the instructor.

## Curriculum Development

GCC determines participating employers' specific demands for training based on a pre-training structured assessment and screening process. The core curriculum in this proposal has been developed by the GCC over the last 30 years. It is continually revised according to the demands and feedback of the participating companies.

## Commitment to Training

GCC represents that ETP funds will not displace the existing financial commitment to training of participating employers and that safety training is, and will continue to be, provided by the participating employers in accordance with all pertinent requirements under state and federal law. ETP training funds will supplement training that is not currently being provided. GCC programs provide in-depth skill development and will develop skills that upgrade employee performance so companies can remain competitive.

Most of the small participating employers are not able to provide significant training to their employees due to a lack of training funds. Larger companies may offer more training for their employees but need to expand training in areas where they do not have the budget or the expertise.

## HUA

The 24 trainees in Job Numbers 3 to 5 work in High Unemployment Areas (HUA), regions with unemployment exceeding the state average by at least 25%. The participating employees who qualify are located in Los Angeles, Orange, Kern, Riverside, Ventura, and San Bernardino Counties.

### ➤ Wage Modification

GCC is requesting the HUA waiver for trainees in Job Numbers 3 to 5. For these trainees, the Panel may modify the ETP Minimum Wage by up to 25% if post-retention wages exceed the start-of-training wages.

## **RECOMMENDATION**

Staff recommends approval of this proposal.

## **ACTIVE PROJECTS**

The following table summarized performance by Glendale Community College under an active ETP Agreement:

Agreement No.	Approved Amount	Term	No. Trainees (Estimated)	No. Completed Training	No. Retained
ET13-0240	\$1,150,115	06/13/13 – 06/12/15	819	249	144

Based on ETP Systems, 48,837 reimbursable hours have been tracked for potential earnings of \$1,109,142 (96% of approved amount). The Contractor projects final earnings of 100% based on training currently committed to by employers and in progress through August 2014.

**PRIOR PROJECTS**

The following table summarizes performance by GCC under ETP Agreements that were completed within the last five years:

Agreement No.	Location (City)	Term	Approved Amount	Payment Earned
ET12-0159	Statewide	11/28/11 – 11/27/13	\$747,399	\$742,679 (99%)
ET11-0202	Statewide	03/30/11 – 03/29/13	\$398,872	\$397,912 (98%)
ET09-0380	Statewide	12/15/08- 12/14/10	\$2,028,458	\$2,028,458 (100%)
ET08-0210	Statewide	10/01/07- 09/30/09	\$1,814,408	\$1,814,408 (100%)

**DEVELOPMENT SERVICES**

N/A

**ADMINISTRATIVE SERVICES**

N/A

**TRAINING VENDORS**

N/A

## **Menu Curriculum: Exhibit B**

### **Class/Lab Hours**

Job Numbers 1-5: 8-200

Job Numbers 6-8: 8-60

Trainees may receive any of the following:

### **COMPUTER SKILLS**

- ✦ Intermediate/Advanced Database Techniques, Word Processing, Spreadsheets
- ✦ Intermediate/Advanced Presentation Software
- ✦ Microsoft (MS) Project, Planning Software
- ✦ Electronic Commerce, Search Engines
- ✦ Crystal Reports, QuickBooks, Adobe, Visual Basics
- ✦ Manufacturing Resource Planning (MRP)
- ✦ Enterprise Resource Planning (ERP)
- ✦ AutoDesk Suite, PRO E
- ✦ Solid Modeling CAD (Computer-Aided Design), SolidWorks
- ✦ CNC (Computerized Numerical Control) Programming
- ✦ CNC (Computerized Numerical Control) Applications
- ✦ CAD/CAM (Computer-Aided Manufacturing) Software
- ✦ CMM (Computer/Coordinate Measuring Machine)
- ✦ Microsoft (MS) Office Suite (*Small Business Only*)

### **CONTINUOUS IMPROVEMENT**

- ✦ Effective Communication Skills
- ✦ Critical and Analytical Thinking Skills
- ✦ Structured Problem Solving
- ✦ Leadership and Management
- ✦ Managing Time, Change, Decision Making
- ✦ Customer Service
- ✦ Marketing, Planning, Negotiating and Implementation for Domestic and International Sales
- ✦ Sales Skills and Techniques
- ✦ Business Writing
- ✦ Inspection Techniques, Improving Measurements, Calibration and Standards
- ✦ Blueprint Reading and Shop Math
- ✦ Geometric Dimensioning and Tolerancing
- ✦ Logistics Standards, Strategies, Improvements and Management
- ✦ Advancing Productivity, Innovation, and Competitive Success (APICS) Body of Knowledge
- ✦ Planning, Purchasing, Production and Inventory Management
- ✦ Enterprise and Manufacturing Management Systems
- ✦ Leadership Strategies and Leading Change
- ✦ Employee Development Skills, Coaching and Strategies
- ✦ Best Business Practices and Process Improvement Tools
- ✦ Best Manufacturing Practices
- ✦ Quality Systems, Process Improvement and Monitoring
- ✦ Lean Manufacturing, Lean Operations
- ✦ Six Sigma Quality Systems
- ✦ Design of Experiments (DOE)
- ✦ Statistical Process Control (SPC)

- + Failure Mode and Effects Analysis (FMEA)
- + Supply Chain Management
- + Boeing Quality Systems
- + Financial Strategies
- + Project and Program Management
- + Kaizen Methodology
- + Data Collection and Analysis
- + Finance, Budgets, and Analysis

**ADVANCED TECHNOLOGY** (ratio 1:10)

- + CATIA
- + Master CAM X
- + Advanced Master CAM X
- + CADWorx

Note: Reimbursement for retraining is capped at 200 hours per-trainee for Job Numbers 1-5 and 60 hours per-trainee for Job Numbers 6-8, regardless of method of delivery.
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## Participating Employers in Retrainee Multiple Employer Contracts

Contractor's Name: Glendale Community College

CCG No.: ET15-0224

Reference No: 14-0563

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PRINT OR TYPE IN ALPHABETICAL ORDER

Company: Acromil Corporation

Address: 18421 Railroad Street

City, State, Zip: City of Industry, CA 91748

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Agreement: 5

Total # of full-time company employees worldwide: 89

Total # of full-time company employees in California: 89

Company: Amro Fabricating Corporation

Address: 1430 Adelia Avenue

City, State, Zip: South El Monte, CA 91733

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Agreement: 15

Total # of full-time company employees worldwide: 130

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

Company: Arrowhead Products

Address: 4411 Katella Avenue

City, State, Zip: Los Alamitos, CA 90720

Collective Bargaining Agreement(s): United Steel Workers of America Loc. 560 (USW Loc 560L)

Estimated # of employees to be retrained under this Agreement: 40

Total # of full-time company employees worldwide: 611

Total # of full-time company employees in California: 600

Company: David Barnes Company

Address: 14701 Keswick Street

City, State, Zip: Van Nuys, CA 91405

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Agreement: 10

Total # of full-time company employees worldwide: 90

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

## Participating Employers in Retrainee Multiple Employer Contracts

Contractor's Name: Glendale Community College

CCG No.: ET15-0224

Reference No: 14-0563

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PRINT OR TYPE IN ALPHABETICAL ORDER

Company: Delta Hi-Tech

Address: 9600 Desoto Ave.

City, State, Zip: Chatsworth, CA 91311

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Agreement: 20

Total # of full-time company employees worldwide: 110

Total # of full-time company employees in California: 110

Company: Dytran Instruments

Address: 21592 Marilla Street

City, State, Zip: Chatsworth, CA 91311

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Agreement: 10

Total # of full-time company employees worldwide: 162

Total # of full-time company employees in California: 162

Company: Esterline Mason

Address: 19355 Balboa Blvd.

City, State, Zip: Sylmar, CA 91342

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Agreement: 5

Total # of full-time company employees worldwide: 400

Total # of full-time company employees in California: 400

Company: General Atomics Aeronautical Systems Inc.

Address: 9779 Yucca Road

City, State, Zip: Adelanto, CA 92301

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Agreement: 40

Total # of full-time company employees worldwide: 10000

Total # of full-time company employees in California: 6000

## Participating Employers in Retrainee Multiple Employer Contracts

Contractor's Name: Glendale Community College

CCG No.: ET15-0224

Reference No: 14-0563

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PRINT OR TYPE IN ALPHABETICAL ORDER

Company: Miller Castings Inc.

Address: 2503 Pacific Park Drive

City, State, Zip: Whittier, CA 90601

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Agreement: 20

Total # of full-time company employees worldwide: 370

Total # of full-time company employees in California: 369

Company: RepairTech International Inc.

Address: 16134 Saticoy Street

City, State, Zip: Van Nuys, CA 91406

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Agreement: 20

Total # of full-time company employees worldwide: 35

Total # of full-time company employees in California: 34

Company: Tecom Industries Inc.

Address: 375 Conejo Ridge Avenue

City, State, Zip: Thousand Oaks, CA 91361

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Agreement: 20

Total # of full-time company employees worldwide: 147

Total # of full-time company employees in California: 147

Company: Turbonetics Holdings, Inc. A WABTEC Company

Address: 14399 Princeton Avenue

City, State, Zip: Moorpark, CA 93021

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Agreement: 20

Total # of full-time company employees worldwide: 10000

Total # of full-time company employees in California: 43

**Participating Employers in Retrainee  
Multiple Employer Contracts**

Contractor's Name: Glendale Community College

CCG No.: ET15-0224

Reference No: 14-0563

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Company: VACCO Industries Inc.

Address: 10350 Vacco Street

City, State, Zip: So. El Monte, CA 91733

Collective Bargaining Agreement(s): N/A

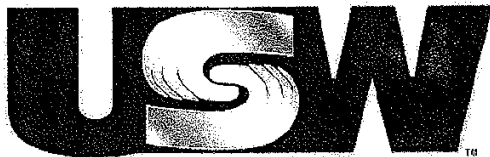
Estimated # of employees to be retrained under this Agreement: 20

Total # of full-time company employees worldwide: 200

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



**UNITED STEELWORKERS**



**UNITY AND STRENGTH FOR WORKERS**

**District 12**

**Rigo Estrada**  
President,  
USW Local 560L

Professional Development Center  
Glendale Community College  
2340 Honolulu Ave  
Montrose Ca

Dear PDC

We are aware that employees of Arrowhead products will receive training funded through  
The Employment Training Panel

Sincerely,

Rigo Estrada

A handwritten signature in black ink that reads "Rigo Estrada". The signature is written in a cursive, flowing style.

United Steel, Paper and Forestry, Rubber, Manufacturing, Energy, Allied Industrial and Service Workers International Union

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FORM 5000-10000  
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