



Training Proposal for:
Kern Community College District
Agreement Number: ET15-0246

Panel Meeting of: August 22, 2014

ETP Regional Office: North Hollywood

Analyst: L. Vuong

PROJECT PROFILE

Contract Attributes:	Priority Rate Retrainee SB <100 SET HUA	Industry Sector(s):	Aerospace and Defense Agriculture Construction Manufacturing Transportation/Logistics 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
\$350,160		\$24,274 8%		\$374,434

In-Kind Contribution:	50% of Total ETP Funding Required	\$391,755
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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 Priority Rate	Business Skills, Commercial Skills, Computer Skills, Continuous Impr., Haz. Materials, Mgmt. Skills, Mfg. Skills, OSHA 10/30	299	8-200	0	\$770	\$14.90
				Weighted Avg: 40			
2	Retrainee	Business Skills, Commercial Skills, Computer Skills, Continuous Impr., Haz. Materials, Mgmt. Skills, Mfg. Skills, OSHA 10/30	20	8-200	0	\$641	\$14.90
				Weighted Avg: 40			
3	Retrainee Priority Rate SB<100	Business Skills, Commercial Skills, Computer Skills, Continuous Impr., Haz. Materials, Mgmt. Skills, Mfg. Skills, OSHA 10/30	100	8-60	0	\$1,112	\$14.90
				Weighted Avg: 40			
4	Retrainee SB<100	Business Skills, Commercial Skills, Computer Skills, Continuous Impr., Haz. Materials, Mgmt. Skills, Mfg. Skills, OSHA 10/30	10	8-60	0	\$941	\$14.90
				Weighted Avg: 40			
5	Retrainee SET HUA	Business Skills, Commercial Skills, Computer Skills, Continuous Impr., Haz. Materials, Mgmt. Skills, Mfg. Skills, OSHA 10,/30	8	8-200	0	\$641	\$14.90
				Weighted Avg: 40			

6	Retrainee SET SB<100 HUA	Business Skills, Commercial Skills, Computer Skills, Continuous Impr., Haz. Materials, Mgmt. Skills, Mfg. Skills, OSHA 10/30	6	8-60	0	\$941	\$14.90
				Weighted Avg: 40			

Minimum Wage by County:

Job Numbers 1, 2, 3 and 4: \$16.25 per hour for Alameda, Contra Costa, Marin, San Francisco, San Mateo, Santa Clara and Santa Cruz Counties; \$16.04 per hour for Los Angeles County; \$15.98 per hour for Orange County; \$15.60 per hour for San Diego County; \$15.59 per hour for Sacramento County; and \$14.90 per hour for all other counties.

Job Numbers 5 and 6 (SET-HUA, ETP Standard Wages): \$16.25 per hour for Alameda, Contra Costa, Marin, San Francisco, San Mateo, Santa Clara and Santa Cruz Counties; \$16.04 per hour for Los Angeles County; \$15.98 per hour for Orange County; \$15.60 per hour for San Diego County; \$15.59 per hour for Sacramento County; and \$14.90 per hour for all other counties.

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

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

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

Wage Range by Occupation

Occupation Titles	Wage Range	Estimated # of Trainees
Production Staff, Shipping Staff, Laborer,		250
Maintenance		40
Lead/Operator, Technician/Mechanic		90
Administrative Staff		25
Sales Staff, Superviso/Manager Level 1		10
Sales Staff, Superviso/Manager Level 2		10
Safety Professional		4
Engineer Level 1		5
Engineer Level 2		3
Wind/Solar Technician/Maintenance Level 1		3
Wind/Solar Technician/Maintenance Level 2		3

INTRODUCTION

This proposal was originally presented before the July 25, 2014 Panel meeting in the amount of \$749,275. 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 22, 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 six MECs have more than three months in their active agreements. Staff is making the same recommendation for each. The others are at Tabs 38, 42, 43, 45, and 46.]

Headquartered in Bakersfield, Kern Community College District (KCCD) (www.kccd.edu) strives to provide outstanding educational programs and services that are responsive to its diverse students and communities. The District includes Bakersfield College, Cerro Coso College, and Porterville College.

KCCD serve Kern, Tulare, Inyo, Mono, and San Bernardino Counties, making it of the largest districts in the United States. In addition to classes held on campus, KCCD offers localized instruction through educational centers in Delano, Bakersfield, Bishop, Mammoth Lakes, Lake Isabella, and Edwards Air Force Base. KCCD is committed to distance learning through the Internet, and satellite and cable television.

The District's Workplace Learning Resource Center and 21st Century Energy Center, will spearhead the ETP program. The Centers are part of a California Community Colleges Chancellor's Office initiative to provide the foundation for a long-term, sustained relationship with business and labor, across districts. The Centers provide high quality, innovative and affordable education, learning and in-depth training solutions.

This will be the ninth Agreement between ETP and KCCD. As before, KCCD proposes to retrain incumbent workers for large and small participating employers in a wide variety of industries, many of which face out-of-state competition. The core group of employers represents at least 80% of requested funding for this proposal. The proposed training will be offered to employers statewide, in keeping with the Center-based initiative. The majority of training (80%) will be conducted at participating employer locations; the remainder at KCCD facilities (Center-based).

PROJECT DETAILS

KCCD is motivated to bringing new technologies and practices to a diverse workforce by allowing each participating employer to customize training. ETP funded training will provide employers the opportunity to sustain their competitiveness, improve productivity, and remain current on rapidly changing technology. KCCD provides opportunities for small companies located in rural areas that do not have the funding available to provide needed training to their employees.

Training Plan

The training outlined in this proposal will be customized, based on employer needs assessments and training objectives. KCCD conducts interviews with employers, workers, and

multiple training experts to maintain a comprehensive curriculum that is relevant and responsive to the needs. In addition, participating employers are encouraged to complete course evaluations. This feedback is used by KCCD to gauge the effectiveness of training and identify how certain modules can be improved. Customized training will be delivered by KCCD faculty and other qualified instructors.

This proposal will assist incumbent workers to improve job-related skills and to gain opportunities for career advancement. KCCD confirms that no trainees from previous participating employers will receive duplicate training in any subject matters.

KCCD anticipates the proposed training to begin during the second week of September in the following areas:

Business Skills (10%) - Training will be provided to all trainees and include customer service, communication management and business planning. The courses will teach employees how to communicate more effectively with internal and external customers.

Commercial Skills (15%) - Training will be provided to Production Staff, Laborer, Maintenance, Lead/Operator, Technician/Mechanic, Safety Professional, Engineer, Supervisor, Manager and Wind/Solar Technician/Maintenance. Training will focus on comprehension, terminology, power system services and practical techniques in maintenance equipment services and repair.

Computer Skills (15%) - Training will allow all trainees to effectively use the Company's software applications that run and support business operations, and teach them to work more efficiently and effectively in all functions.

Continuous Improvement (25%) Training will be provided to all occupations, and will equip trainees with the skills to achieve company goals through increased productivity, quality improvements, and cost control measures. Training is also designed to enhance teamwork, problem solving, and decision making. Lean manufacturing will improve internal processes, inventory control, and waste reduction.

Hazardous Materials (5%) - Training will be provided to Production Staff, Laborer, Maintenance, Lead/Operator, Technician/Mechanic, Safety Professional, Supervisor, Manager and Wind/Solar Technician/Maintenance. Trainees will learn the proper techniques and knowledge for handling chemical and waste cleaning.

Management Skills (5%) - Training will be provided to Supervisors and Managers with leadership, motivation, and strategic planning skills, which will enable them to become more effective leaders in high performance workplaces.

Manufacturing Skills (25%) - Training will be provided to Production Staff, Shipping Staff, Laborer, Maintenance, Lead/Operator, Technician/Mechanic, Safety Professional, Supervisor, Manager and Wind/Solar Technician/Maintenance. Training will provide upgraded job skills with a focus on good manufacturing practices, equipment operations and overall production operations to meet growing customer demand for products and services.

OSHA 10/30

OSHA 10/30 training is a series of courses "bundled" by industry sector and occupation.

This training is not required as a condition of doing business in California. However, the coursework must be approved by, and the instructors must be certified by Cal-OSHA. All

training hours must be delivered in a classroom and the vendor must have a certified instructor present to confirm attendance.

Completion of the training results in a certificate that expands employment opportunities. To ensure that each trainee receives certification, ETP will only consider payment earned upon completion of the full 10-hour or 30-hour course. OSHA 10/30 is not included in the 10% limitation on safety training.

OSHA 10 will be provided to Production Staff, Maintenance, Lead/Operator, Technician/Mechanic, Safety Professional, Supervisor, Manager and Wind/Solar Technician/Maintenance.

OSHA 30 will be provided to Safety Professional, Supervisor and Manager.

Active Contract – AB 118

KCCD has an active contract with ETP under the Alternative and Renewable Fuel and Technology Program (AB118) That runs until February 2015 (ET13-0800). Of an estimated 1,740 trainees, 312 have been enrolled and 270 have received the minimum hours of training. It is too early in the contract term to project performance.

Commitment to Training

KCCD represents that ETP funds will not displace the existing financial commitment to training of participating employers. KCCD also represents 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.

Most of the participating employers lack the resources and funding to conduct formal and structured training; and many small companies in rural areas do not have a training budget. Access to ETP funds will help these companies meet current workforce training needs, grow, and potentially create new jobs. KCCD will only provide training in subjects that are outside of the participating employers' expertise.

High Unemployment Area

All the trainees in Job Numbers 5 and 6 work in a High Unemployment Area (HUA) with unemployment exceeding the state average by at least 25%. The Company's locations in Kern and Los Angeles Counties (Bakersfield, East Los Angeles and Compton City) qualify for HUA status under these standards.

Marketing and Support Costs

KCCD works closely with regional economic development partners and industry associations. The Workplace Learning Resource Center and the 21st Century Energy Center maintain a database of companies and mail marketing materials to advertise upcoming events. Staff networks closely with past clients, using employer and employee evaluations to determine future training needs and establish ongoing, long-term relationships. Many clients expand their initial training with in-depth, customized training after participation in short-term workshops. Staff also provides outreach to new businesses using updated brochures and marketing software to reach targeted customers in its service areas.

KCCD is a strategic partner with the Kern Economic Development Council (KEDC), local Workforce Investment Boards (WIBs), and the Kern Building Trades Council (KBTC). The KEDC is a public-private partnership whose mission is to stimulate a diversified and strong economic climate in the service area. KCCD, KEDC, local WIBs, and the union are all represented on the Council.

KCCD has three employees dedicated to marketing, recruitment, assessment, scheduling training, and ETP administration. Community colleges throughout the State have experienced cuts in funding, making ETP support costs (8%) necessary to maintain staff for this project. Without this additional funding, the District would not be able to dedicate the time and effort necessary to sustain a successful ETP project. KCCD seeks full support cost of 8% to fund extensive marketing efforts to recruit additional participating employers and assessment activities of employers. Staff believes 8% Support Costs are justified in this proposal.

Substantial Contribution

KCCD serves large and small companies, some of which may have received training in prior ETP contracts. If a large participating employer has received the benefit of training with payment earned in excess of \$250,000 within the past five years, reimbursement for trainees at the same facility will be reduced by 15% to reflect a substantial contribution to the cost of training. Funding for any employer that has previously been assessed a substantial contribution will be reduced by 30%. Small businesses with 100 or fewer full-time employees are not subject to this provision.

Trainer Qualifications

KCCD anticipates that 80% of the training will be held at employer worksites, while 20% will be center-based. Classes will be provided by in-house technical faculty and training experts at various campuses. Outside professional experts may be used only if and when specific technical skills are required and unavailable internally.

Tuition Reimbursement

KCCD 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 Agreement.

RECOMMENDATION

Staff recommends approval of this proposal.

ACTIVE PROJECTS

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

Agreement No.	Approved Amount	Term	No. Trainees (Estimated)	No. Completed Training	No. Retained
ET13-0242	\$981,621	01/28/13 to 01/27/15	1070	598	521

Based on ETP Systems, 34,538 reimbursable hours have been tracked for potential earnings of \$778,779 (79% of approved amount). The Contractor projects final earnings of 98% based on training currently committed to by employers and in progress to the end of the training period (10/28/14).

PRIOR PROJECTS

The following table summarizes performance by KCCD under an ETP Agreement that was completed within the last five years:

Agreement No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
ET11-0192	Bakersfield	04/04/11 to 04/03/13	\$103,828	\$99,767 (96%)
ET10-0161	Bakersfield	10/05/09 to 10/04/11	\$100,501	\$80,750 (80%)

DEVELOPMENT SERVICES

N/A

ADMINISTRATIVE SERVICES

N/A

TRAINING VENDORS

To Be Determined

Exhibit B: Menu Curriculum**Class/Lab Hours**

8 - 200 (Job Numbers 1, 2 & 5)

8 - 60 (Job Numbers 3, 4 & 6)

Trainees may receive any of the following:

BUSINESS SKILLS

- Effective Communication
- Business Report Writing and Editing
- Conflict Management
- Strategic Planning

COMMERCIAL SKILLS

- Automotive Repair and Service
- Heavy Equipment Repair and Service
- Diesel Repair, Servicing
- Construction Skills
- Basic Electronics
- Hydraulic Power
- Wind Power Systems
- Nacelle Troubleshooting
- Wind Turbine Production
- Introduction to Electrical Control Wiring
- Introduction to Programmable Controllers
- Power Generation and Distribution
- Brakes and Lubrication
- Program Logic Motor Control
- Control Ladder Logic
- Gearbox Maintenance
- Wind Turbine Climbing Safety*

COMPUTER SKILLS

- Computer-Assisted Design
- Computer-Aided Manufacturing
- Computerized Inventory
- Database Management
- Software Applications
- Enterprise Software
- Web Design
- Website Management
- E-Commerce

CONTINUOUS IMPROVEMENT

- Statistical Process Control
- Teambuilding
- Production Scheduling
- Operations and Workflow
- Process Improvement

- Decision Making
- Leadership for Frontline Workers
- Total Quality Management
- Time Management
- Lean Manufacturing
- Six Sigma
- Kaizen/ 7S
- ISO Auditor Training

HAZARDOUS MATERIALS

- Hazardous Materials Handling
- Hazardous Chemical Cleaning
- Hazardous Waste Cleaning

MANAGEMENT SKILLS (Managers & Supervisors only)

- Leadership
- Performance Management
- Performance Evaluations
- Decision Making
- Employee Relations
- Coaching and Motivating
- Strategic Planning

MANUFACTURING SKILLS

- Production Operations
- Parts and Product Manufacturing
- Equipment Operations
- Assembly Procedures
- Inventory Control
- Warehousing
- Manufacturing Practices
- Welding
- Computer Integrated Manufacturing (CIM) Cell
- Food Processing
- Packaging
- Computer Numeric Control (CNC) Machine Operation
- Shop Math, Measurements, Percentages & Fractions
- Geometric Dimensions and Tolerance

OSHA 10/30 (Certified OSHA Instructor)

- OSHA 10 (requires completion of 10 hours)
- OSHA 30 (requires completion of 30 hours)

*Safety Training cannot exceed 10% of total training hours per-trainee.
(This cap does not apply to OSHA 10/30)

Note: Reimbursement for retraining is capped at 200 total training hours per trainee in Job Numbers 1, 2 & 5; and 60 total training hours per trainee in Job Numbers 3, 4 & 6, regardless of the method of delivery.
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**Participating Employers in Retrainee
Multiple Employer Contracts**

Contractor's Name: Kern Community College District
Reference No: 14-0540

CCG No.: ET15-0246
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PRINT OR TYPE IN ALPHABETICAL ORDER

Company: Account Technology Inc.

Address: 5531 Business Park South

City, State, Zip: Bakersfield, CA 93309

Collective Bargaining Agreement(s): N/A

Estimated #of employees to be retrained under this Agreement: 250

Total # of full-time company employees worldwide: 750

Total # of full-time company employees in California: 260

Company: C R Briggs Corporation

Address: 8 miles South of Ballarat On Winggate Road

City, State, Zip: Ballarat, CA 93592

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Agreement: 75

Total # of full-time company employees worldwide 144

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

Company: Electrical Systems & Instruments

Address: 6906 Downing Ave.

City State Zip: Bakersfield, CA 93308

Collective Bargaining Agreement(s): N/A

Estimated #of employees to be retrained under this Agreement: 50

Total # of full-time company employees worldwide: 225

Total # of full-time company employees in California: 225

Company: Famoso Nut Company LLC

Address: 32331 Famoso Road

City State Zip: McFarland, CA 93250

Collective Bargaining Agreement(s): N/A

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

Total # of full-time company employees worldwide: 43

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

Participating Employers in Retrainee Multiple Employer Contracts

Contractor's Name: Kern Community College District

CCG No.: ET15-0246

Reference No: 14-0540

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Company: Grimmway Farms

Address: 11412 Malaga Road

City, State, Zip: Arvin, CA 93203

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Agreement: 500

Total # of full-time company employees worldwide: 3,800

Total # of full-time company employees in California: 3,798

Company: Hoffmann Home Care

Address: 2225 E. Street

City, State, Zip: Bakersfield, CA 93301

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Agreement: 4

Total # of full-time company employees worldwide: 15

Total # of full-time company employees in California: 15

Company: IKEA Distribution Center

Address: 4104 Industrial Parkway D.r

City, State, Zip: Lebec, CA 93243

Collective Bargaining Agreement(s): N/A

Estimated #of employees to be retrained under this Agreement: 125

Total # of full-time company employees worldwide: 6,800

Total # of full-time company employees in California: 1,700

Company: Innovative Engineering Systems Inc. (IES)

Address: 8800 Crippen Street

City State Zip: Bakersfield, CA 93311

Collective Bargaining Agreement(s): N/A

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

Total # of full-time company employees worldwide: 200

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

**Participating Employers in Retrainee
Multiple Employer Contracts**

Contractor's Name: Kern Community College District

CCG No.: ET15-0246

Reference No: 14-0540

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Company: Kern Steel Fabrication

Address: 627 Williams Street

City, State, Zip: Bakersfield, CA 93305

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Agreement: 100

Total # of full-time company employees worldwide: 189

Total # of full-time company employees in California: 189

Company: Lightspeed Systems Inc.

Address: 1800 19th Street

City State Zip: Bakersfield, CA 93301

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Agreement: 50

Total # of full-time company employees worldwide: 178

Total # of full-time company employees in California: 118

Company: Paramount Farms

Address: 2921 Hanger Way

City, State, Zip: Bakersfield, CA 93308

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Agreement: 800

Total # of full-time company employees worldwide: 4,978

Total # of full-time company employees in California: 3,890

Company: STRIA LLC

Address: 4300 Resnik Ct., Suite 103

City, State, Zip: Bakersfield, CA 93308

Collective Bargaining Agreement(s): N/A

Estimated # of employees to be retrained under this Agreement: 24

Total # of full-time company employees worldwide: 24

Total # of full-time company employees in California: 24

**Participating Employers in Retrainee
Multiple Employer Contracts**

Contractor's Name: Kern Community College District

CCG No.: ET15-0246

Reference No: 14-0540

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Company: Tasteful Selection

Address: 6001 Snow Rd

City, State, Zip: Bakersfield, CA 93312

Collective Bargaining Agreement(s): N/A

Estimated #of employees to be retrained under this Agreement: 300

Total # of full-time company employees worldwide: 525

Total # of full-time company employees in California: 525