



**Training Proposal for:**  
**Carpenters Training Committee for Northern California**  
**Agreement Number: ET17-0902**

**Panel Meeting of:** July 22, 2016

**ETP Regional Office:** Sacramento

**Analyst:** K. Smiley

**PROJECT PROFILE**

Contract Attributes:	Retrainee Apprenticeship Veterans	Industry Sector(s):	Construction  Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Northern California	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Turnover Rate:	≤20%		
Managers/Supervisors: (% of total trainees)	N/A		

**FUNDING DETAIL:**

<b>Program Costs</b>	+	<b>Support Costs</b>	=	<b>Total ETP Funding</b>
\$877,700		\$61,480 8%		\$949,180

In-Kind Contribution:	50% of Total ETP Funding Required	Inherent
-----------------------	-----------------------------------	----------

**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	Pre-Apprentice	Commercial Skills, Literacy Skills	50	8-200	0	\$3,882	\$21.10
				Weighted Avg: 165			
2	Journeyman	Commercial Skills, Continuous Impr, OSHA 10/30	20	8-200	0	\$941	\$35.17
				Weighted Avg: 45			
3	Apprentice	Commercial Skills	390	8-200	0	\$1,668	\$24.62
				Weighted Avg: 120			
4	Apprentice Veterans	Commercial Skills	50	8-200	0	\$1,168	\$24.62
				Weighted Avg: 120			

**Minimum Wage by County:** Priority Industry Statewide Average Wage: \$21.28 per hour.

**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

Up to \$0.18 per hour may be used to meet the Post-Retention Wage requirement for Job #1.

**Wage Range by Occupation**

Occupation Titles	Wage Range	Estimated # of Trainees
Pre-Apprentice Carpenter		50
Apprentice Carpenter		440
Journeyman Carpenter		20

**INTRODUCTION**

Carpenters Training Committee for Northern California (CTCNC) is the educational organization that provides Pre-Apprentice, Apprentice, and Journeyman training services for union carpenters throughout Northern California. CTCNC is governed by a joint labor and management trust board, as agreed to in collective bargaining. Its apprenticeship training programs have been established for many years as approved by the Division of Apprenticeship Standards, Department of Industrial Relations. CTCNC governs the training trust on behalf of workers represented by the United Brotherhood of Carpenters & Joiners of America.

CTCNC provides training for more than 4,000 registered Apprentices in 46 counties across Northern California. Given the broad scope of this geographic region, and the large number of Apprentices to be trained, a \$450,000 cap per program sponsor may be overly restrictive. As such, staff recommends funding at approximately twice the “program sponsor” cap in this case; the overall MEC cap would remain the same at \$950,000. This closely tracks performance under the active contract, where payment earned for Apprentices was above 100%. CTCNC would prefer to emphasize the use of ETP funding for Apprentices (Job Numbers 3&4), with a lesser allocation for Pre-Apprentices and Journeymen (Job Numbers 1&2).

This is the sixth ETP Agreement between ETP and CTCNC. This is the second time Veterans have been introduced as a distinct cohort of trainees.

### **Apprenticeship Program**

The Panel is authorized to fund 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 is designed to supplement cost of delivery for the Related and Supplemental Instruction (RSI) portion of DAS-approved apprenticeship training. Depending on the type of trade, apprenticeship programs vary in length. In this case the program is four years.

Apprentice programs are typically sponsored by a Joint Apprenticeship Training Committee (JATC). A JATC is created through collective bargaining, with an equal number of members appointed by union and management with employer contributions to a training trust fund. The employers are not “participants” but are signatories to the Collective Bargaining Agreement

RSI is traditionally delivered as class/lab, and ETP does not reimburse CBT delivery for apprenticeship training. The curriculum is developed with input from DAS and a designated Local Educational Agency (in this case Los Rios). The Apprenticeship Program allows reimbursement for up to 200 hours of RSI plus OSHA10, per-apprentice. (Journeymen are capped at 200 hours.)

For the building trades, it is not customary for workers to be employed for a standard retention period of 90 consecutive days with one employer. In that instance, the Panel may substitute non-consecutive hours worked for retention. This modified retention period must be no less than 500 hours within 272 days with more than one employer. Both the standard and modified retention periods will apply to this proposal.

To ensure ETP does not displace Montoya Funds, Apprenticeship reimbursement is reduced by \$5, reducing the priority industry rate from \$18 to \$13 per hour. In addition, the Panel adopted a “blended rate” for Journeymen, reflecting the fact that they may be employed by a variety of contractors over the two-year term of contract ranging from large employers, to small ( $\leq 100$  employees). This is \$22 per hour, midway between the Priority Industry standard rate (\$18) and Small Business rate (\$26). [Note: This “blended rate” has been extended to Pre-Apprentices, for ease of administration.]

The ETP wage for Apprentices is no less than \$20.55 per hour, tracking the Special Employment Training wage as modified for priority industries. However, the actual wages paid are shown in the Training Plan Table and contract when they exceed \$20.55, for both Apprentices and Journeymen.

### **PROJECT DETAILS**

CTCNC has seen a growing need for carpenters in the past two years. This need is due to several projects including the high-speed rail development project and the San Clemente Dam removal project. These projects are driving CTCNC to take on more pre-apprentices and indenture more apprentices. CTCNC is requesting funds to supplement its training program to meet demand.

## Training Plan

### **Pre-Apprentice – Job Number 1**

**Commercial Skills** (80%) - Training will include courses such as Using Lifts, Scaffolding Use, Basic Hand and Power Tools, Material Handling, Framing, and Basic Blue Print Reading to prepare trainees for the industry.

**Literacy Skills** (20%) - Training will include Basic Algebraic Equation, Communication Skills, Fractions, Decimals, Positive and Negative Numbers, Math Skills for Construction, and Understanding the Numbering System to give trainees the proper foundation to be successful.

### **Journeyman – Job Number 2**

**Commercial Skills** (90%) - Training will be offered in advanced skills such as Bridge Building, Advanced Millwright Skills, Green Building, Hardwood Flooring, Lead Abatement, Pile Driving Setup and Operation, Stairs, Roofs, and Welding. These courses will be more advanced than apprentice courses.

**Continuous Improvement** (10%) - Training will include Team Skills and Team-Leader Skills to ensure that trainees can lead work-teams on work-sites.

**OSHA 10/30** - Journeymen trainees will receive OSHA 10 and/or OSHA 30 training in a series of courses “bundled” by industry sector and occupation. Typically, it is delivered to workers in the building trades. OSHA 10 consists of 10 hours of training and OSHA 30 consists of 30 hours of training.

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. When OSHA is delivered via Computer-Based Training, training hours must be delivered in a classroom over a finite amount of time, and the vendor must have a certified instructor present to confirm attendance.

### **Apprentice – Job Number 3**

**Commercial Skills** (100%) - Training will be offered in Carpenter Apprentice, Drywall/Lather Apprentice, Insulator Apprentice, Pile Driver Apprentice, Shingler Apprentice and Acoustical Installer Apprentice to ensure trainees have the skills required for the construction industry.

### **Veterans**

The training curriculum will be the same as above. These trainees are in a separate Job Number to better track performance for this cohort, toward the goal of improved outreach for the Veterans program overall.

Veterans who apply for CTCNC’s apprenticeship program receive direct entry into the program, which includes free training and assistance in finding work with employers throughout the area. In addition, CTCNC works in cooperation with Helmets-to-Hardhats, a national joint labor-management program ([www.ctcnc.org/helmets-to-hardhats](http://www.ctcnc.org/helmets-to-hardhats)) that can help transition active duty military personnel into employment in the construction industry, including apprenticeship programs.

## **Marketing and Support Costs**

Employers participate as members of CTCNC. They are notified of training through CTCNC's website, mailings, and presentations. Although many of the participating employers have already been recruited, additional recruitment is still needed for more participating employers and trainees and/or to replace employers whose training needs have changed.

CTCNC requests and staff recommends 8% in support costs for marketing, recruitment, and assessment activities.

## **Commitment to Training**

CTCNC has provided training for both Apprentices and Journeyman for over 50 years. The curriculum has evolved to stay current with the work as performed in the field. Some of the classes have developed into a specific process such as Bridge Building Certification or Doors and Hardware. Safety training is, and will continue to be, provided by the participating employers in accordance with all pertinent requirements under state and federal law.

## **Impact/Outcome**

Trainees will receive certifications specific to their training such as Bridge Building, Concrete Formwork, Lead Abatement, Rigging, Scaffold User, and Welding.

## **Employer Needs Assessment**

The training program was created and is governed by a joint labor management committee established through collective bargaining. Industry needs are determined by the committee, which provides feedback on effectiveness; assessment of employer-specific job requirements; employer discussions to ensure that industry trends are being addressed in each training program; feedback from the labor and management team that administers the program; and evaluations from trainees and program staff.

## **Trainer Qualifications and Training Coordinator**

Trainers are qualified Journeymen with extensive practical and training experience employed by CTCNC. Seven additional CTCNC staff members are responsible for training coordination, including but not limited to marketing, recruitment, needs assessments, scheduling, and ETP administration.

## **RECOMMENDATION**

Staff recommends approval of this proposal.

**ACTIVE PROJECTS**

The following table summarizes performance by CTCNC under an active ETP Agreement:

Agreement No.	Approved Amount	Term	No. Trainees (Estimated)	No. Completed Training	No. Retained
*ET16-0907	\$949,902	08/31/2015– 08/30/2017	436	654	654

\*ETP records show that of the 654 trainees that have completed training, 654 have been placed. ETP Fiscal has determined \$475,581 is Earned-Approved and \$0 is Earned-in process. To earn 100% of the contract amount a total of 53,110 reimbursable hours are required. The ETP On-Line system indicates that there are 74,374 reimbursable hours uploaded thus far. Apprentices finished strongly, at over 100% placement. Pre-Apprentices placed at approximately 30% and Journeymen did not participate.

**PRIOR PROJECTS**

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

Agreement No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
ET15-0903	Central & Northern California	07/01/2014– 06/30/2016	\$1,191,507	\$1,191,507 (100%)
ET14-0900	Central & Northern California	07/01/2013– 06/30/2015	\$847,977	\$847,977 (100%)
ET12-0175	Central & Northern California	11/21/2011– 11/20/2013	723,370	\$722,224 (99%)

**DEVELOPMENT SERVICES**

CTCNC retained Steve Duscha Advisories in Sacramento to assist with development of this proposal for a flat fee of \$10,000.

**ADMINISTRATIVE SERVICES**

CTCNC also retained Steve Duscha Advisories to perform administrative services in connection with this proposal for a fee not to exceed 10% of payment earned.

**TRAINING VENDORS**

N/A

**Exhibit B: Menu Curriculum**

**Class/Lab Hours**

Job Number 1: Pre-Apprentice  
8-200

Trainees may receive any of the following:

**COMMERCIAL SKILLS**

- Architect's Scale
- Basic Blueprint Reading
- Basic Hand Tools
- Basic Roof Structures
- Carpenter Terminology
- Compressors
- Concrete Formwork
- Construction Math
- Drywall Framing
- Exterior Finish Applications
- Forklift
- Foundation walls
- Framing
- Green Awareness
- Hazard Communicating
- Job site roles and responsibilities
- Job site systems
- Layout
- Lead and Asbestos Awareness
- Material Handling
- Measurement
- Negotiating with co-workers at the job site
- Orthographic Drawing
- Power Tools
- Safe Working Conditions
- Scaffold Use
- Solar installation
- Using lifts
- Wood and Metal Framing

**LITERACY SKILLS**

- Basic Algebraic equation
- Communication Skills
- Fractions, decimals, positive and negative numbers
- Math skills for construction
- Understanding the numbering system

Job Number 2: Journeyman  
8-200

**COMMERCIAL SKILLS**

- Acoustical Ceilings
- Advanced millwright skills
- Aerial Lift Safety

- Asbestos Abatement Worker or Supervisor
- Blueprint Reading
- Bridge Building Certification
- Bridge Falsework
- Cleanroom Protocol & Construction
- Commercial Door Hardware
- Commercial Interior Systems
- Commercial Metal Lath (Drywall/Lather)
- Commercial Solar Installation
- Concrete Formwork
- Confined Space Awareness
- Confined Space Entry
- Construction Calculator
- Construction Math & Intro to Working Drawings
- Ergonomics for Carpenters
- Fall Protection
- Firestop Installation
- Fork Lift Operation
- Framing
- Framing Square
- Green Building
- Hardwood Floor Layers/Floor Sanding & Finishing
- Hardwood Flooring
- Hazardous Waste General Site Worker
- Installation of Strip Floors
- Insulation Installation
- Layout Instruments
- Lead Abatement
- Managing safety at the worksite
- Material Safety Data Sheets (MSDS)
- Metrics In Construction
- Pile Driving Setup and Operations
- Rigging
- Roofs
- Safe working conditions
- Scaffolds
- Shaft Liner Construction
- Solid Surface Materials Installation
- Stairs
- Steel Framing
- Superintendent / Leadership Training
- Suspended Ceilings and Soffits
- Welding
- Working Drawings
- Working with gas turbines for millwrights
- Working with pumps for millwrights

#### **CONTINUOUS IMPROVEMENT**

- Team skills
- Team leader skills

**OSHA 10/30** (OSHA Certified Instructor)

- OSHA 10 (requires completion of full 10-hour course)
- OSHA 30 (requires completion of full 30-hour course)

Job Numbers 3 and 4: Apprentice / Veteran Apprentice  
8-200

**COMMERCIAL SKILLS****Carpenter Apprentice**

- Foundations & Floors
- Blueprint Reading - Basic,
- Wood Framing
- Concrete Formwork
- Exterior Finish
- Blueprint Reading - Advanced
- Concrete Bridge Building
- Interior Finish
- Concrete Structures/Equipment/Safety/Green Technologies
- Rigging
- Layout Instruments
- Engineered Structural Systems
- Commercial Steel Framing
- Commercial Door Hardware
- Stair Building
- Roof Framing
- Introduction to Welding & Cutting

**Drywall/Lather Apprentice**

- Drywall/Lathing, Trade Safety
- Basic Applications
- Mathematics Review
- Commercial Framing Systems and Fire Stop
- Doors, Frames, Hardware & Windows
- Blueprint Reading I
- Blueprint Reading II
- Applied Blueprint Technology
- Welding (Heavy Plate)
- Welding (Light Gauge)
- Residential Metal Stud Framing
- Exterior Systems & Trims
- Interior Metal Lath Systems
- Shaft Protection & Ceiling Systems
- Arches, Furring & Advanced Systems
- Advanced Construction Techniques

**Insulator Apprentice**

- Construction Math, Intro to Working Drawings for Insulators, Firestop,
- Residential Blueprint Reading for Insulators, Fork Lift, Driver Safety Training
- Residential Insulation Installation and Weatherization

- Commercial Blueprint Reading for Insulators, Welded Frame-Mobile Tower Scaffolds
- Commercial & Industrial Insulation Installation, Aerial Lift
- Energy Conservation Codes and Standards for Insulators
- Green Advantage
- CalGreen

#### Pile Driver Apprentice

- Worker Safety & Tool Skills for Pile Drivers - Fall Protection
- The Pile Driver Apprentice & The Trade, Construction Math
- Rigging
- Concrete & Formwork
- Welding 1 - SMAW (Shielded Metal Arc Welding) 1F, 2F, 3F, 4F
- Introduction to Pile Driving Land & Water - Aerial Lifts
- Welding 2 - SMAW 1G, 2G - Fork Lifts
- Advanced Pile Driving - Land & Water
- Wharfage & Marine Structures
- Welding 3 - SMAW 3G Certification
- Introduction to Structural Blueprints & Layout Instruments
- Bridge Building & Advanced Structural Blueprints
- Falsework, Shoring & Heavy Timber Framing
- Advanced Formwork
- Welding 4 - SMAW 4G Certification
- Welding 5 - FCAW 3G Certification
- Welding 6 - FCAW 4G Certification

#### Shingler Apprentice

- Blueprint Reading - Basic, Union Benefits Presentation
- Flashing, Shakes & Composition
- Blueprint Reading - Advanced
- Shingles, Sidewalls, Tile & Metal
- Rigging

#### Acoustical Installer Apprentice

- Blueprint Reading - Basic, Union Benefits Presentation
- Commercial Steel Framing
- Installation of Exposed & Concealed Grid Ceilings
- Welded Frame & Mobile Tower Scaffold
- Special Ceiling Systems, Aerial Lift.
- Introduction to Welding & Cutting
- Access Floor Systems
- Integrated Ceilings & Special Techniques
- Blueprint Reading - Advanced
- Layout Instruments

#### Hardwood Floor Layer Apprentice

- Tools of The Trade, Installation of Wood Floors
- Athletic Floors, Finishing & Repairing Floors
- Blueprint Reading - Basic, Union Benefits Presentation
- Blueprint Reading - Advanced

### Millwright Apprentice

- Millwright 16 Hour Safety & Millwright Tool Skills
- The Millwright Apprentice & The Trade
- Math Applications - Fall Protection
- Rigging
- Materials of Construction
- Layout Procedures - Fork Lift (Industrial & Rough Terrain)
- Optical Instruments
- Blueprint Reading - Aerial Lift
- Cutting & Welding 1
- Welding 2 - SMAW
- Monorails
- Conveyors
- Installation of Machinery
- Maintenance of Machinery
- Precision Tools & Shaft Alignment
- Turbines
- Welding 3 – Certification

### Scaffold Erector Apprentice

- Introduction to Scaffolds - Confined Space
- Welded Frame & Mobile Tower Scaffold
- Blueprint Reading - Basic, Union Benefits Presentation
- System Scaffold
- Hazard Awareness - Aerial Lift
- Blueprint Reading - Advanced
- Suspended Scaffolds, Shoring Systems
- Tube & Clamp Scaffold
- Layout Instruments
- Blueprint Reading for Scaffold Erectors
- Rigging
- Introduction to Welding & Cutting
- Welding

Literacy Training cannot exceed 45% of total training hours per-trainee  
Safety Training cannot exceed 10% of total training hours per-trainee

Note: Reimbursement for retraining is capped at 200 total training hours per trainee, regardless of the method of delivery