



**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 SB <100 Priority Rate SET HUA	Business Skills, Commercial Skills, Computer Skills, Cont. Impr., HazMat., OSHA 10/30	33	8-60	0	\$1,144	\$15.97
				Weighted Avg: 44			
2	Retrainee SB<100 Priority Rate SET HUA	Business Skills, Commercial Skills, Computer Skills, Cont. Impr., HazMat., OSHA 10	10	8-60	0	\$1,144	*\$11.98
				Weighted Avg: 44			

\*It will be made a condition of contract that the trainees in this Job Number will never be paid less than the statewide minimum wage rate as in effect at the end of retention (Final Payment) regardless of the wage expressed in this table.

- Reimbursement Rate: Job #'s 1 & 2: \$26 SB Priority
- County(ies): Los Angeles
- Occupations to be Trained: Welder, Deckhands/Vessel Staff, Leverman/Equipment Staff, Operator, Engineer, Captain, Administrative Staff, Manager/Supervisor, Owner, Laborer
- Union Representation:  Yes  
 No
- Health Benefits: Job #'s 1 & 2: \$1.85 per hour

**SUBCONTRACTORS**

- Development Services: Training Funding Source (TFS) in Seal Beach assisted with development for a flat fee of \$2,900.
- Administrative Services: TFS will also provide administrative services for an amount not to exceed 13% of payment earned.
- Training Vendors: To Be Determined

## **OVERVIEW**

Founded in 1997 and located in Long Beach, Curtin Maritime Corp. (CMC) is a full-service, heavy marine construction company. In addition to marine construction, the Company provides harbor towing, ocean towing, dredging, heavy lift, project cargo, oil & gas support and salvage services. CMC serves private and commercial ship operators, military, general cargo shipping, offshore oil ships and the cruise line industry. Major customers include US Army Corp of Engineers, Chevron, US Navy, Port of Long Beach, Beta Exxon, Venoco, Global Diving and salvage companies. This will be CMC's first ETP Agreement.

Since 2012, the Company has increased its business by 75% and its workforce from 12 to 43 employees. In addition, CMC has a constant business need to keep pace with industry requirements, government regulations, customer demand and technological changes. These business needs and increase in staffing require employee training to be successful and remain competitive. CMC is in the process of developing an internal training program to improve business functions and to support continued growth.

The proposed training in Continuous Improvement, Business, Commercial and Computer Skills will assist CMC in strengthening its organization and workforce.

### **Training Plan**

ETP funds will help the Company deliver formalized training to its workforce for the first time. The proposed training will help CMC to upgrade worker skills, expand business, increase customer services and become efficient in processes and new technology.

Classroom/Lab and Videoconference training will be delivered as follows:

**Business Skills** – Training will be offered to Administrative Staff, Managers/Supervisors and Owners. Training will provide trainees with a greater understanding of company policies, procedures and operations, customer service, cost reduction and sales.

**Commercial Skills** – Training will be offered to all occupations and focus on comprehension, terminology, marine design and construction and technical proficiency.

**Computer Skills** – Training will be offered to all occupations in the Company's automated systems.

**Continuous Improvement** – Training will be offered to all occupations and focus on quality process improvement, teambuilding and problem solving.

**Hazardous Material** – Training will be offered to all occupations in proper techniques, skills and knowledge for handling hazardous materials and waste.

### **Certified Safety Training**

**OSHA 10/30** – OSHA 10 training will be provided to Welders, Deckhands/Vessel Staff, Leverman/Equipment Staff, Operators, Captains, Owners and Laborers. OSHA 30 training will be provided to Managers and Supervisors to ensure a safe work environment.

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.

### **High Unemployment Area**

All trainees work in a high unemployment area, with unemployment exceeding the state average by 15%. These trainees qualify for the ETP Minimum Wage rather than the Statewide Average Hourly Wage (from \$27.40 to \$15.97). CMC requests this wage for Job Number 1.

#### ➤ SET Wage Modification

The Panel may also modify the ETP Minimum Wage for these trainees by up to 25% if post retention wages exceed the start-of-training wages (from \$15.97 to \$11.98). CMC is requesting this wage modification for Job Number 2.

### **RECOMMENDATION**

Staff recommends approval of this proposal.

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

8-60

Trainees may receive any of the following:

**BUSINESS SKILLS**

- ✚ Budget Controls
- ✚ Interpersonal Communication Skills
- ✚ Construction Finance
- ✚ Construction Practices and Procedures
- ✚ Customer Service
- ✚ Performance Management
- ✚ Planning/Forecasting
- ✚ Problem Solving – Root Cause Analysis
- ✚ Product Knowledge
- ✚ Sales/Networking
- ✚ Time Management

**COMMERCIAL SKILLS**

- ✚ Tug/Barge/Dredging Operations Management
- ✚ Seamanship Training
- ✚ Industrial Equipment & Tool Operations
- ✚ Harbor/Assist/Ocean Towing
- ✚ Heavy Lift/Cargo & Rigging Procedures
- ✚ Inventory Management
- ✚ Marine Design
- ✚ Marine Construction
- ✚ Materials Handling and Storage
- ✚ Equipment Repairs and Maintenance
- ✚ Salvage Operations
- ✚ Standard Operating Procedures

**COMPUTER SKILLS**

- ✚ Adobe
- ✚ Engineering Design (CAD/CAM Design Software for Components and Structures)
- ✚ Manager Plus
- ✚ HyPack Dredge/Survey Software
- ✚ Laptop Interface
- ✚ Microsoft Office/Project
- ✚ Fast Field Forms
- ✚ Bid Solicitation Program
- ✚ Odyssey Navigation Software
- ✚ QuickBooks (Accounting/Management)
- ✚ Time Tracking
- ✚ Web Applications – [curtinmaritime.com](http://curtinmaritime.com)

**CONTINUOUS IMPROVEMENT**

- ✚ Lean Processes
- ✚ Waste Reduction
- ✚ Process/Quality Improvement
- ✚ Production Improvement

- ✚ Team Building
- ✚ Problem Solving
- ✚ Decision-Making

**HAZARDOUS MATERIALS**

- ✚ Flammable Liquids
- ✚ Hazard Communication
- ✚ Hazardous Waste Operations
- ✚ Material Safety Data Sheet
- ✚ Toxic and Infectious Substances

**OSHA 10/30**

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

Safety Training will be limited to 10% of total training hours per-trainee.

Note: Reimbursement for retraining is capped at 60 total hours per-trainee, regardless of method of delivery.