



DELEGATION ORDER

Training Proposal for:

Dart NeuroScience LLC

Agreement Number: ET17-0161

Approval Date: August 2, 2016

ETP Regional Office: San Diego

Analyst: K. Campion

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate	Industry Sector(s):	Biotechnology/Life Sciences	
			Priority Industry: <input checked="" type="checkbox"/> Yes <input 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: 247	U.S.: 247	Worldwide: 247	
<u>Turnover Rate:</u>	7%			
<u>Managers/Supervisors:</u> (% of total trainees)	6%			

FUNDING DETAIL

Program Costs	-	(Substantial Contribution)	(High Earner Reduction)	=	Total ETP Funding
\$85,968		\$0	\$0		\$85,968

In-Kind Contribution:	100% of Total ETP Funding Required	\$226,621
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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	Commercial Skills, Computer Skills, Continuous Impr., Hazwoper	199	8 - 200	0	\$432	\$18.00
				Weighted Avg: 24			

Minimum Wage by County: \$16.46 - San Diego County

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

Although employer provides health benefits, they are not being used to meet Post-Retention Wage.

Wage Range by Occupation

Occupation Titles	Wage Range	Estimated # of Trainees
Clinical & Regulatory Staff		9
HR & Financial Staff		8
IT Staff		5
Operations & Purchasing Staff		9
Research Associate		13
Scientific Computing Staff		16
Associate Scientist		35
Scientist		68
Senior Scientist		25
Supervisor/Manager		11

INTRODUCTION

Founded in 2008 and located in San Diego, Dart NeuroScience LLC (DNS) (<http://www.dartneuroscience.com/>) is a research and development company dedicated to discovering new technologies and therapeutics to help maximize cognition. DNS's mission is to become the leading specialized pharmaceutical company for memory disorders by focusing on the discovery and development of innovative drugs. DNS examines genes involved in the reorganization of synaptic connections in the brain. The Company's research activities also include examining biochemical, physiological, and behavioral techniques to identify genes, networks, and pathways underlying cognitive processes; and developing compounds for treating cognitive and motor disorders, to name a few of its research activities.

To fulfill its mission, DNS must continually train its staff to excel in scientific disciplines. Therefore, DNS must provide training in laboratory and manufacturing practices. Because scientific research is a constantly changing environment, DNS leaders must train project teams to adapt and scientific teams to work effectively manage their teams. Project management and Leadership Skills are essential. Computer Skills training in scientific application software is also necessary. Training is needed in compound identification, computational modeling, analysis, and data and compound archiving. DNS proposes to train 188 frontline staff and 11 Managers in Commercial Skills, Computer Skills, Continuous Improvement and Hazwoper.

Training Plan

Training will be conducted primarily by in-house instructors. Training vendors may also be utilized.

Commercial Skills (58%) – This training will be provided to all occupations to ensure trainees have the advanced knowledge and skill sets necessary to improve job skills. Training will consist of a predominantly science-based curriculum but also includes courses for the HR and Financial departments.

Computer Skills (25%) – This training will be provided to all occupations. Trainees learn the newest business system applications. Scientific Computing Staff will receive training in scientific and statistics-based software, HR Staff will receive training on new payroll and information management systems.

Continuous Improvement (15%) – This training will be provided to all occupations. Trainees will learn the importance of proper time management (and adherence to deadlines), how to foster strong interpersonal relationships between employees in their respective work teams. Trainees will learn Project Management, Leadership Development, Statistical Theory and Team Building Skills.

Hazardous Waste Operations and Emergency Response Standard (HAZWOPER) (2%) – This training will be provided to Operations Staff who must learn how to properly dispose of chemical waste. This training is a series of courses specifically designed for workers who handle hazardous substances as first-responders, or clean-up as needed at a hazard disposal or emergency site. Training consists of 40 hours of classroom training for workers stationed at the hazard site; and 24 hours for workers who visit the site (e.g., engineers). Field training is also required, although not funded by ETP. Completion of the training results in a certificate that expands employment opportunities. Each certification requires an 8-hour annual refresher course. This coursework must be approved by Cal-OSHA, and the instructors must be certified by Cal-OSHA.

Impact/Outcome

The proposed training will enable DNS to be a leading specialized pharmaceutical company for memory disorders.

Commitment to Training

DNS currently spends approximately \$65,000 per year for training in sexual harassment prevention, new-hire orientation, scientist conferences and symposiums, life skills training, general safety including injury and illness prevention in the workplace, chemical safety, and biological and radiation hazards training. This training will continue at the Company's expense.

ETP funds will help DNS provide more specialized technical skills and job-specific training to its workers. 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 Director of Human Resources will have program oversight of this training project. Three HR Representatives and Administrative Staff will be responsible for scheduling training, gathering ETP attendance rosters and enrolling and tracking all trainees in the ETP on-line systems. ETP Staff will provide technical assistance to DNS in the ETP on line systems.

RECOMMENDATION

Staff recommends approval of this proposal.

DEVELOPMENT SERVICES

N/A

ADMINISTRATIVE SERVICES

N/A

TRAINING VENDORS

To Be Determined

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

8 – 200

Trainees may receive any of the following:

COMMERCIAL SKILLS

- Good Manufacturing Techniques
- Good Lab Practices & Processes
- Biology Technical Skills
- Chemistry Technical Skills
- Accounting & Finance Technical Skills
- HR Technical skills

COMPUTER SKILLS

- MS Office Suite (Intermed. & Advanced)
- Technical Statistical Software Application Skills
 - ◆ Compound identification
 - ◆ Computational Modeling
 - ◆ Computational Analysis
 - ◆ Data and Compound Archiving
- Information Management Application Skills

CONTINUOUS IMPROVEMENT

- Project Management Skills
- Communication Skills
- Leadership Development Skills
 - ◆ Management versus Leadership
 - ◆ Leading and Managing Change
 - ◆ Teaming and Team Leadership
 - ◆ Problem solving and Decision Making
 - ◆ Leading and Managing Performance
- Statistics
- Team Building

OSHA – HAZWOPER (requires certified instructor)

- Hazardous Waste Disposal

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