



**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 SET SB <100 Priority Rate	Business Skills, Commercial Skills, Computer Skills	5	8-60	0	\$1,040	\$21.00
				Weighted Avg: 40			
2	Retrainee SET SB <100 Job Creation Initiative Priority Rate	Business Skills, Commercial Skills, Computer Skills	6	8-60	0	\$1,040	\$15.00
				Weighted Avg: 40			

- Reimbursement Rate: Job #'s 1 & 2: \$26 SB Priority
- County(ies): Los Angeles
- Occupations to be Trained: Chief Executive Officer, Chief Technology Officer, Business Development Staff, Infrastructure Staff, Project/Operations Manager, Transportation Staff, Customer Assistance Staff, Research and Development Staff, Owner
- Union Representation:  Yes  
 No
- Health Benefits: N/A

**SUBCONTRACTORS**

- Development Services: N/A
- Administrative Services: N/A
- Training Vendors: To Be Determined

**OVERVIEW**

Green Commuter, Inc. (Green Commuter) is a privately held corporation that has created an innovative mobility system (vanpool and car sharing service) using zero emission electric vehicles. The Company's system will primarily reach urban and suburban commuters, students and university staff, and workers at large employment centers. Green Commuter believes it will offer one of the most comprehensive programs to reduce greenhouse gas emissions and traffic congestion, while also reducing commuter costs.

Green Commuter is a start-up company preparing for full implementation of services. Over the past year, the Company initiated software and website development and programming; research and business development; partnership and client acquisition, and legal structuring.

The Company is targeting a launch date of mid-February 2016, and is currently in discussions with Tesla regarding specific vehicle delivery. In addition, the Company is working to get electric vehicle (EV) charging infrastructure in place throughout Los Angeles County to support the program.

To facilitate a successful launch, Green Commuter must provide extensive training to new and incumbent employees. Key areas of training will include transportation coordination, customer service, marketing, infrastructure management, research and development, EV maintenance, and computer software skills.

### **Retrainee - Job Creation**

The Panel offers incentives to companies that commit to hiring new employees. Training for newly-hired employees will be reimbursed at a higher rate and trainees will be subject to a lower post-retention wage.

In this proposal, Green Commuter has committed to hiring a total of seven new employees (Job Number 2). According to the Company, there is currently no all-electric vanpool or car share company in the nation, making Green Commuter's system the first of its kind.

Therefore, as services are introduced, the Company anticipates that demand will grow. At present, payroll has only been reported for the initial four employees (fourth quarter FY 2014/15). The new hires identified in this proposal are staff needed to launch and support Green Commuter's entrance into the market. While the plan is to initially launch service in Los Angeles County, the Company's goal is to expand to other metropolitan areas throughout California, thus creating the opportunity for additional staffing.

Green Commuter represents that the date-of-hire for all trainees in the Job Creation program will be within the three-month period before contract approval or within the term-of-contract. The Company also represents that these trainees will be hired into "net new jobs" as a condition of contract.

### **Training Plan**

**Business Skills** – Training will be offered to all occupations. Training will focus on customer service, vehicle acquisition, budgeting and forecasting, marketing, sales and expansion planning.

**Commercial Skills** – Training will be offered to Transportation, Infrastructure and Customer Assistance Staff. This training will equip employees with general EV maintenance knowledge and the ability to assist in the case of accidents/incidents, vehicle recharging, car repair and loaner vehicle deployment.

**Computer Skills** – Training will be offered to all occupations. Employees will learn how to use various customer service and transportation-related software applications, utilize database tools to manage customer and vehicle data, and market the business using the internet and popular social media platforms.

**Special Employment Training/Wage Modification**

Under SET, the participating employer is not required to demonstrate out-of-state competition. To qualify under SET, trainees must be earning at least the statewide average hourly wage at the end of the retention period. Trainees employed in a Priority Industry qualify for a SET wage modification up to 25% below the statewide average hourly wage. The Company requests a wage modification from \$27.40 to \$21.00 per hour for trainees in Job Number 1.

**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**

- + Bookkeeping
- + Billing
- + Event Planning
- + Leadership
- + Customer Service
- + Negotiating Skills
- + Sales
- + Marketing
- + Franchising, Licensing, and Expansion Planning
- + Budgeting and Forecasting/Financial Analysis
- + Grant Writing
- + Maintenance Log Record Keeping
- + Transportation Authority Subsidies Management
- + Federal Vanpool Regulations
- + Institutional Relations Management
- + Infrastructure Installation Process Management
- + Vehicle Acquisitions Process Management
- + Business Licensure and Corporate Compliance
- + Tax Obligation

**COMMERCIAL SKILLS**

- + Electric Vehicle Maintenance and Towing

**COMPUTER SKILLS**

- + Salesforce
- + ZenDesk
- + RingCentral
- + RentCentric
- + Trello
- + Social Media Platforms
- + Google Analytics
- + Samba Safety Motor Vehicle Record Check Software
- + Unique Green Commuter-designed Software
- + Slack
- + DropBox
- + Gmail for Business
- + Quickbooks
- + Data Entry/Analysis
- + Programming & HTML
- + E-Marketing Software
- + Graphic Design (Adobe Creative Suite)

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