



**Training Proposal for:
Houweling Nurseries Oxnard, Inc.
Agreement Number: ET15-0350**

Panel Meeting of: January 22, 2015

ETP Regional Office: North Hollywood

Analyst: J. Romero

PROJECT PROFILE

Contract Attributes:	Priority Rate	Industry Sector(s):	Agriculture Manufacturing Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Ventura	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: 440	U.S.: 440	Worldwide: 550
<u>Turnover Rate:</u>	15%		
<u>Managers/Supervisors:</u> (% of total trainees)	10%		

FUNDING DETAIL

Program Costs	-	(Substantial Contribution)	(High Earner Reduction)	=	Total ETP Funding
\$106,704		\$0	\$0		\$106,704

In-Kind Contribution:	100% of Total ETP Funding Required	\$108,960
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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, Computer Skills, Manufacturing Skills	247	24-200	0	\$432	\$15.07
				Weighted Avg: 24			

Minimum Wage by County: \$15.07 per hour for Ventura 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
Administration Staff/Operations Staff		39
Growers/Pest Management Staff		9
Greenhouse/Packing House Workers/Laborers		143
Sales Staff		8
Finance Staff		8
Maintenance Staff		40

INTRODUCTION

Houweling Nurseries Oxnard, Inc., (Houweling), (www.houwelings.com), is a family owned greenhouse tomato grower headquartered in Canada. The Company maintains a 125-acre plantation in Camarillo where the majority of its produce is grown. Founded in 1956, the Company is dedicated to delivering a full complement of assorted tomatoes. This is the first ETP contract for Houweling.

Unlike many greenhouse growers that produce under their brand for other growers, Houwelings' brand appears only on products grown and produced by them using third party verified 100% Non-GMO seeds to guarantee quality. (GMO: Genetically Modified Organism). Presently, Houweling grows and produces a number of tomato types such as: signature heirloom and medley tomatoes, large tomatoes on the vine, orange and yellow tomatoes on the vine, beefsteak, roma, cocktail, strawberry and grape tomatoes. Houwelings' current customers include various grocery stores and restaurants, food industry businesses and similar industries across the United States and North America.

The produce business is challenged by uncontrolled factors such as weather, pests, climate changes and other forces of nature. To mitigate these factors, Houweling has developed innovative processes for growing tomatoes such as the use of glass-enclosed structured

greenhouses. These are highly advanced systems that provide a growing environment protected from weather pressures and pests yet are open to the natural rays of the sun. Houweling also has a computerized drip irrigation/filtration system that regulates volume of water and nutrients, while reducing water use, as well as a unique organic pest management system. The Company's employees need to be trained and qualified to use these processes and equipment.

Training for this ETP proposal will take place at the facility in Camarillo. Houweling is a Priority Industry that faces out-of-state competition.

PROJECT DETAILS

All training will be Class/Lab, in the vocational skills outlined below.

Training Plan

Business Skills (10%): This training will be offered to all occupations. Trainees will learn to implement changes, conduct meetings, advise, delegate, motivate and advocate for fellow employees. Houweling seeks to develop its personnel to promote internally and foster a productive, positive workplace.

Computer Skills (10%): This training will be offered to Administration and Operations Staff, Growers, Pest Management, Sales and Finance Staff. Their software skills will be enhanced on PRIVA, ARGUS and Microsoft Dynamics AX to minimize compliance risk, control labor costs, reduce waste and improve productivity.

- PRIVA is an integrated control system designed specifically for commercial greenhouse growers to control greenhouse environments ranging from ventilation, heating, cooling, lighting and irrigation to fertilization. The system provides better yield, disease control and energy conservation.
- ARGUS is management platform software designed to maximize business performance and profitability using investment tools that offer asset and portfolio valuations, property budgeting, investment structure forecasting and flexible reporting.
- Microsoft Dynamics AX is a resource planning software.

Manufacturing Skills (80%): This training will be offered to Laborers, Growers, Pest Management and Maintenance Staff to enable them to form a clear understanding of food production, growing standards, sanitation processes, temperature controls, sampling during production and handling materials. They will also receive training in operating, troubleshooting and repair of equipment.

Commitment to Training

The Company represents that ETP funds will not displace the existing financial commitment to training and will continue to provide mandatory training using its own expense during the term of the proposed Agreement that will include orientation, anti-harassment, ethics and diversity and basic internet navigation. Safety training is, and will continue to be, provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

The Company is ready to start training upon approval of the Agreement. They have qualified trainers in place who will provide training in their line of expertise. Houweling also retained the services of ADP who will work with their Operations Manager to ensure training is captured on an ongoing basis and reported in a timely manner.

RECOMMENDATION

Staff recommends approval of this proposal.

DEVELOPMENT SERVICES

Houweling retained ADP in San Dimas to assist with development of this proposal for a flat fee of \$5,000.

ADMINISTRATIVE SERVICES

The Company also retained ADP to perform administrative services in connection with this proposal for a fee not to exceed 13% of payment earned.

TRAINING VENDORS

To Be Determined

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

24 - 200

Trainees may receive any of the following:

BUSINESS SKILLS

- Sales Direction
- Leadership Training
- Front Line Supervisory

COMPUTER SKILLS

- Microsoft Dynamics AX
- Priva
- Argus

MANUFACTURING SKILLS

- Good Manufacturing Processes
- Quality Control
- Inventory Control and Management
- Maintaining Equipment
- Maintaining Tolerances
- Plant Safety
- Growing and Grafting Techniques
- Hazard Training for Pesticides and Chemicals
- Preventing Food Contamination
- Food Hygiene/Safety
- Packaging and Handling Produce
- Preventing Equipment Contamination
- Testing and calibration
- Troubleshooting Equipment
- Specialized Equipment Training
- Forklift Operation
- Warehousing

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.
