



Training Proposal for:
Keysight Technologies, Inc.
Agreement Number: ET17-0231

Panel Meeting of: September 23, 2016

ETP Regional Office: Sacramento

Analyst: K. Smiley

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate	Industry Sector(s):	Manufacturing Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Sonoma	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: 1,500	U.S.: 3,100	Worldwide: 10,500
<u>Turnover Rate:</u>	7%		
<u>Managers/Supervisors:</u> (% of total trainees)	10%		

FUNDING DETAIL

Program Costs	-	(Substantial Contribution)	(High Earner Reduction)	=	Total ETP Funding
\$432,000		\$0	\$0		\$432,000

In-Kind Contribution:	100% of Total ETP Funding Required	\$924,000
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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	Advanced Technology, Business Skills, Computer Skills, Continuous Improvement	500	8-200	0-21	\$864	\$20.00
				Weighted Avg: 48			

Minimum Wage by County: Job Number 1: \$15.60 per hour for Sonoma and Placer counties and \$17.02 per hour for Santa Clara 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
Job Number 1		
Engineer		300
Technician		30
Scientist		60
Administrative Support Staff		60
Manager		50

INTRODUCTION

Founded in 2014 and headquartered in Santa Rosa, Keysight Technologies, Inc. (KT) is a manufacturer and distributor of electronic measurement instruments. These instruments are used in the design, development and production of electronic equipment. The Company's client base includes scientific research centers, computer hardware manufacturers and engineering firms. KT has locations throughout California; however, only the trainees at the Santa Rosa, Santa Clara and Placer facilities will participate in ETP-funded training.

PROJECT DETAILS

The technical complexity of the Company's products requires experienced and well trained staff to remain competitive in this industry. KT's customers include industries characterized by increased competition through frequent new products and service introductions, rapid technological changes, and changing industry standards. KT is investing in research and

development of electronic measurement instruments to provide their clients cutting edge products. Training will focus on innovation, development of new technologies and successful commercialization of new technologies.

Courses such as Product Quality and Reliability and Quality Fundamentals/Core Skills will ensure trainees become subject matter experts in their job functions. Trainees also need an understanding of the technical processes involved in developing new technology. Courses such as Measurement Sciences Practice and Theory and High Power Amplifier Training will ensure trainees fully understand the technology behind products and how their products serve other industries.

Training Plan

Class/Lab and Computer Based Training will be provided in the following:

Business Skills (20%): Training will be provided to all occupations to enhance project management and marketing skills. Courses will include Project Management, Finance and Accounting Skills and Product Knowledge and Market Validation. These courses will enable trainees to manage their workload and market KT products.

Computer Skills (15%): Training will be provided to all occupations to increase knowledge of internal software systems. Training will include Management Execution Software, Database and Technology and Materials and Logistics Software Development.

Continuous Improvement (50%): Training will be provided to all occupations to increase production and research efficiencies. Courses will include Lean Manufacturing, Process Modeling and Analysis, Good Laboratory Practices, Statistical Process Control and Blue Print Reading. Training will ensure trainees have the skills to be efficient and effective in their jobs.

Advanced Technology (15%)

Advanced Technology training will be provided to 200 Scientists, Engineers and Technicians. Trainees will receive up to 21 hours of Advanced Technology. Courses will include System Data Modeling and Architecture, Advanced Instrument Programming Development and Factory Automation Tools and Techniques. Trainees are responsible for engineering, researching and producing the highly technical products manufactured by KS. The majority of their work is done in proprietary biotechnology, bio-analytical and electronic measurement methods including: inorganic spectroscopy, organic spectroscopy, particle separations and life sciences tools and techniques. Courses will be taught by external vendors and highly compensated and highly skilled internal engineers at an estimated cost of over \$10,000 per day of training. The trainer-to-trainee ratio will not exceed 1:10 to ensure trainees receive more personal attention from the instructor. Due to the complicated nature of the course curriculum, the use of high-end equipment and software, and the high cost of experienced trainers, AT will be reimbursed at a higher rate (\$26 per hour for priority industries).

Computer-Based Training

KT plans on providing Computer Based Training (CBT) to all occupations. CBT courses will primarily consist of product, software and process knowledge. CBT hours are capped at 50% of total training hours per-trainee.

Commitment to Training

KT has an annual training budget of \$750,000 for CA. Training includes new-hire orientation, staff development, sexual harassment prevention and safety training.

ETP funds will not displace the Company's 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

KT's Corporate Training Department has a detailed training plan and nine staff members dedicated to monitoring this project. KT will use a combination of internal and external subject matter experts in the manufacturing industry. KT has also retained Herrera & Company to assist with administration of this Agreement.

RECOMMENDATION

Staff recommends approval of this proposal.

DEVELOPMENT SERVICES

KT retained Herrera & Company of Stockton to assist with development services for a flat fee of \$7,500.

ADMINISTRATIVE SERVICES

Herrera & Company will also 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**

8-200

Trainees may receive any of the following:

BUSINESS SKILLS

- Project Management
- Presentation Skills
- Influencing Others
- Product Knowledge and Market Validation
- Finance and Accounting Skills
- Marketing Promotion and Position

COMPUTER SKILLS

- Management Execution Software (MES)
- Materials and Logistics Software Development
- Database and Technology
- Desktop Applications (not including Microsoft Office basics)
- Project Management Software
- Internal Corporate Systems and Communications

CONTINUOUS IMPROVEMENT

- Lean Manufacturing
- Six Sigma
- Process Modeling and Analysis
- Good Laboratory Practices
- Problem Solving
- Statistical Process Control
- Blueprint Reading
- ISO Compliance Training
- Quality Fundamentals/Core Skills
- Leadership / Coaching Skills
- Facilitating Groups
- Efficiency Workflow
- Facilitation Skills and Mentorship
- Strategic Sales Negotiation Techniques

AT Hours

0-21

ADVANCED TECHNOLOGY (Trainer-to-trainee ratio 1:10)

- System Data Modeling and Architecture
- Advanced Instrument Programming Development
- Application Engineering Services
- Factory Automation Tools and Techniques
- Instrument Modeling/Integration Software Development
- Measurement Sciences Practice and Theory
- Multipart Machine Automation Development
- Signal Generator Sources
- Spectrum Analyzer Functionality

- RF & Microwave Measurement
- High Power Amplifier Training
- Analog and Digitally Modulated Systems
- Internal Architecture, Calibration Testing Optimizing

CBT Hours

0-21

CONTINUOUS IMPROVEMENT

- | | |
|--|----------|
| • Product Quality and Reliability | 1.5 hour |
| • Quality Fundamentals/Core Skills | .5 hour |
| • Process Improvement Training | 1 hour |
| • Problem Solving Tools and Techniques | 1 hour |
| • Leadership / Coaching Skills | 1 hour |
| • Effective Teams | 1 Hour |
| • Facilitation Skills and Mentorship | 2 Hours |
| • Leading the Global Workforce | 1 Hour |

COMPUTER SKILLS

- | | |
|-------------------------------------|--------|
| • Advanced Desktop Applications | 1 hour |
| • ERP System Training and Reporting | 1 hour |
| • Project Management Software Tools | 4 hour |

BUSINESS SKILLS

- | | |
|---|--------|
| • Technical presentations | 1 Hour |
| • Customer communications and awareness | 1 Hour |
| • Market validation and decision modeling | 1 Hour |
| • Sales and negotiation skills | 1 Hour |
| • Finance and accounting skills | 1 Hour |
| • Marketing promotion and position | 1 Hour |

<p>Note: Reimbursement for retraining is capped at 200 total training hours per trainee, regardless of the method of delivery. CBT is capped at 50% of total training hours, per trainee. AT is capped at 21 hours per-trainee.</p>
