



Training Proposal for:
Lancaster Chamber of Commerce
Agreement Number: ET17-0233

Panel Meeting of: September 23, 2016

ETP Regional Office: North Hollywood

Analyst: M. Webb

PROJECT PROFILE

Contract Attributes:	Retrainee Priority Rate HUA	Industry Sector(s):	Manufacturing Warehousing Engineering Financial Services Services Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Statewide	Repeat Contractor:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Turnover Rate:	≤20%		
Managers/Supervisors: (% of total trainees)	≤20%		

FUNDING DETAIL

Program Costs	+	Support Costs	=	Total ETP Funding
\$209,300		\$14,520 8%		\$223,820

In-Kind Contribution:	50% of Total ETP Funding Required	\$119,367
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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 SB <100 Priority Rate HUA	Computer Skills, Cont. Imp.	21	8-100	0	\$2,780	\$12.36
				Weighted Avg: 100			
2	Retrainee SB<100	Computer Skills, Cont. Imp.	27	8-100	0	\$2,353	\$15.60
				Weighted Avg: 100			
3	Retrainee Priority Rate	Computer Skills, Cont. Imp.	21	8-200	0	\$1,925	\$15.60
				Weighted Avg: 100			
4	Retrainee	Computer Skills, Cont. Imp.	21	8-200	0	\$1,604	\$15.60
				Weighted Avg: 100			
5	Retrainee SB<100 Priority Rate	Computer Skills, Cont. Imp.	10	8-200	0	\$2,780	\$15.60
				Weighted Avg: 100			

It will be made a condition of contract that the trainees in this Job Number will never be paid less than the State or local minimum wage rate as in effect at the end of retention regardless of the wage expressed in this table. The highest minimum wage rate will prevail.

Minimum Wage by County: Job Number 1 (HUA): \$12.36 per hour for Los Angeles County.

Job Numbers 2-5: \$17.02 per hour in Alameda, San Francisco, Contra Costa, Marin, San Mateo, and Santa Clara, counties; \$16.48 per hour in Los Angeles; \$16.51 per hour in Orange; \$16.10 per hour in Sacramento County; \$16.46 per hour in San Diego; and \$15.60 per hour in all other counties.

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 Numbers 1-5		
Technical Analyst, PC/Hardware Technician, Sales Representative		10
Quality Assurance/Operations Staff		5
System Analyst/Administrator		7
Programmer Analyst		8
Software Developer		8
Network Engineer/Administrator/Architect I		4
Network Engineer/Administrator/Architect II		5
Database Administrator/Architect I		5
Database Administrator/Architect II		5
Application Architect/Business Analyst I		2
Application Architect/Business Analyst II		3
Managers/Supervisors I		10
Managers/Supervisors II		5
Assembler		5
Inspector		3
Shipping/Receiving/Purchasing Staff		10
Production Staff/Inventory/Fabricator		5

INTRODUCTION

Founded in 1902, the Lancaster Chamber of Commerce (Lancaster Chamber) serves as a regional representative for businesses located in the greater Antelope Valley. The Chamber is dedicated to improving the economic environment in the area by enhancing the opportunities of businesses, supporting entrepreneurship, and advocating for “business-friendly” policymaking. This is represented in key areas of focus such as membership service, legislative advocacy, community and business development, and consulting services provided through Lancaster Chamber of Commerce. The Chamber is committed to training solutions offering business, management, human resources, finance, and sales skills training to the community. This will be the Chamber’s first ETP Agreement.

The greater Antelope Valley area is home to large aerospace companies such as Northrop Grumman, Lockheed Martin and Boeing. These companies and their Tier One suppliers and extended supply chain companies have facilities located in the area (Antelope Valley). As a Tier One supplier, these companies are used by other organizations to supply and replace specific parts/pieces. The design, manufacturing, quality control and IT staff at these companies work on common projects and often have overlapping training needs. Lancaster Chamber has developed a training plan to meet the needs of local employers, their satellite operations, and their entire supply chain.

Employers continue to train their staff in new technologies. Implementing new technologies has resulted in cost-saving for businesses and higher corporate profits. As companies re-invest

profits to expand business, the demand for skilled employees has also increased, spurring job creation. Employers currently have more positions available than can be filled with skilled staff.

Additionally, employers have indicated a strong need for Computer Skills training (Information Technology) due to the constant change in computer technology. Workers require training in new and advanced technical skills to remain competitive. Although employers have training programs, they are unable to keep up with the amount and frequency of technical training. The proposed training will enable companies to enhance employee skills in Information Technology areas such as Software Development, System/Network Administration, Security Administration, and Cloud Computing Technologies.

Trainees will also participate in cross-training on complementary. Although some employers continue to provide their employees with training in these technologies, ETP training will enhance their efforts and allow them to train more employees in these areas.

PROJECT DETAILS

Employer Demand

New ISO Certification requirements continue to drive the need for companies to implement initiatives that will increase Lean manufacturing techniques (Six Sigma). In an effort to increase efficiency and improve employee skill sets, Continuous Improvement training will be delivered by Lean QA in Lean Manufacturing, Six Sigma, and ISO Certification. IT companies expressed a need to implement new technologies to improve productivity and lower IT infrastructure costs. New technologies such as Cloud Computing and Virtualization will allow companies to increase profits reaching new clientele and lowering IT costs.

Computer Skills training provided by Saisoft includes instruction in Software Development, System, Network, and Database Administration, and IT Project Management. Classes provided by Saisoft are designed to prepare the trainee for Industry Standard IT Certification Exams. As a result, employers will increase the number of IT certified workers within the company to secure additional work projects. Training topics include Configuring Cisco Network Devices, Quality Management-ISO 9001, MS Windows, Supply Management, and Application Development in Java.

Training Plan

Training is scheduled to begin October 1, 2016. Training courses such as Lean Manufacturing and Six Sigma will be provided through Lean QA, a training vendor whose course work and training offerings will lead to ISO Certification. Topics provided through Lean QA are designed to improve quality management systems to meet customer requirements.

Computer Skills (50%): Training will be offered to all occupations to improve employee skill set and receiving up-to-date training in the latest technology.

Continuous Improvement (50%): Training will be offered to all occupations to improve the Employers project and quality management skills as well as increase efficiency.

E-Learning

Saisoft utilizes online training as its sole training delivery method to provide over 100 Computer Skills topics to trainees. Training is provided online by a live instructor, delivered to trainees at multiple locations. Given the nature of the subject matter, IT services and software, the

Company has found that this training delivery method is effective and convenient for the employers and trainees.

High Unemployment Area

The 21 trainees in Job Number 1 work in a High Unemployment Area (HUA) with unemployment exceeding the state average by at least 25%. The Company's locations in Los Angeles County qualify for HUA status under these standards. Lancaster requests a wage modification from \$16.48 to \$12.36.

Marketing and Support Costs

The core group of employers participating in this project represents the Manufacturing, Services and Information Technology industries. The Chamber markets and provides surveys via its website and newsletters to promote training opportunities and solicit feedback to ensure the training plan meets employer needs. Additionally, the Chamber will continue marketing the training program to businesses. Participating employers are Chamber members. The Chamber is requesting, and staff supports, 8% support costs to recruit participating employers and assess employer-specific training requirements throughout the duration of the Agreement.

The need for quality management, development, and Business Skills training for design, manufacturing and quality control has been identified through formal employer needs assessments. Training will be customized to meet employer needs and keep pace with standards and regulations.

Electronic Recordkeeping System

Saisoft will use their electronic recordkeeping system to document Computer Skills training. This system has been utilized to document training in multiple ETP Agreements. The system has been reviewed and approved by staff. (Lean QA will record hours with paper rosters.)

Commitment to Training

Participating employers will continue to provide workforce training in addition to ETP training. Training will include safety, new hire orientation, and other on-the-job training.

ETP funds will not displace the companies' existing financial commitment to training.

➤ Training Infrastructure

The Chief Executive Officer will oversee office support staff to schedule training, collect training rosters and certification statements, and maintain needs assessments throughout the duration of the Agreement. Lancaster Chamber will provide all administrative duties under this Agreement. Training rosters will be provided to a representative of the Chamber as required for documentation purposes.

Lancaster Chamber has selected Lean QA and Saisoft as its training vendors, each to deliver 50% of the training. All Quality Improvement and Lean Manufacturing (Continuous Improvement) training will be delivered on-site at employer locations (50%). Computer Skills training for IT occupations will be delivered online with a live-instructor. This training will be provided by Saisoft whose instructors have between 10-15 years of industry experience and carry vendor specific IT certifications.

Training Hours Limitation

Retraining hours for small businesses are capped at 60 per-trainee. However, Lancaster Chamber is asking for a modification of the cap. Participating employers are manufacturing companies that rely on workers possessing up-to-date technical skills. Trainees of small businesses must complete the same training programs as large businesses; therefore, the Chamber is requesting to increase the maximum training hour cap from 60 to 100 hours.

These companies have agreed to allow their employees to attend an average of 100 hours of training per employee. Training will improve work processes and production levels for these companies.

Tuition Reimbursement

In accordance with Title 22, CCR, Section 4412.1, students enrolled in the ETP-funded program will not be charged tuition, fees, or any other costs associated with training. The representation will be made a condition of the Agreement.

RECOMMENDATION

Staff recommends approval of this proposal.

DEVELOPMENT SERVICES

Lean QA in Diamond Bar assisted with development of this proposal at no cost.

ADMINISTRATIVE SERVICES

Saisoft, Inc. (Saisoft) in Irvine and Lean QA will each receive 1.85% of payment earned for administration services. In addition, Lean QA and Saisoft will each receive 2.5% of payment earned marketing support services provided under this Agreement.

TRAINING VENDORS

Lean QA will provide training in Quality Management, Business Development Skills training.

Saisoft will provide Computer Skills training including software development, system/network administration, database administration and cloud computing.

Other trainers will be identified as they are retained during the term of the Agreement. No one vendor will deliver more than 50% of total training hours under this proposal.

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

Jobs 1 & 2: 8-100

Jobs 3, 4 & 5: 8-200

Trainees may receive any of the following:

CONTINUOUS IMPROVEMENT

- PMT-SK: Project Management Skills
- PMT-MP: Project Management using MS Project
- PMT-SD: Information Technology Project Management
- Quality Management
 - ISO9001
 - AS9100
 - AS9110
 - AS9120
 - ISO13485
 - TS16949
 - ISO22000
 - ISO14001
 - Safe Quality Food
 - National Aerospace and Defense Contractors Accreditation Program
- Business Skills Development
 - International Traffic in Arms Regulations
 - Change Management
 - Six Sigma White Belt
 - Six Sigma Green Belt
 - Six Sigma Black Belt
 - Continuous Improvement
 - Kaizen
 - Internal Auditor
 - Inventory Management
 - Supply Chain Management
 - Foreign Object Debris Prevention
 - Building High Performance Teams
 - Leadership Skills
 - Project Management
 - Problem Solving/Root Cause
 - Sales Skills

E-Learning Hours

Jobs 1 & 2: 8-100

Jobs 3, 4 & 5: 8-200

COMPUTER SKILLS

- CIS-SEC: Securing Cisco Network Devices
- JUN-PR: Introduction to Juniper Network Devices
- NJS-PR1: Node.js Programming
- RUB-PR1: Programming in Ruby
- RUB-PR2: Ruby on Rails
- SWF-PR1: Apple Swift Programming
- JAV-TA: Automated Test Framework Development In Java
- SEL-PR: Automated Testing using Selenium
- UFT-PR: Automated Testing using Unified Testing Framework

- BUS-AN2: Business Analysis for Object Oriented Design
- DMS-MA1: Digital Marketing Fundamentals
- DMS-EO: Search Engine Optimization Technologies
- COB-IT: Control Objectives for Information and Related Technology Foundation
- TBL-RP: Reporting with Tableau Software
- MSF-AD12: MS Windows Server 2012 Active Directory Services
- CMP-CL1: CompTIA Cloud Essentials (CLO-001)
- CMP-SR1: CompTIA Server+ (SKO-003)
- CRY-RP: SAP Crystal Reports 2011
- AGL-SC: Agile and Scrum Software Development Methodology
- PMT-IT: Software Development Lifecycle Information Technology Infrastructure Library - ITIL
- SAI-467: Designing Business Intelligence Solutions with Microsoft SQL Server 2012
- SAI-466: Implementing Data Models & Reports w/Microsoft SQL Server 2012
- SAI-465: Designing Database Solutions for SQL Server 2012
- SAI-464: Developing Microsoft SQL Server 2012 Databases
- SQL-463: Implementing a Data Warehouse with Microsoft SQL Server 2012
- SQL-462: Administering Microsoft SQL Server 2012 Databases
- SQL-461: Querying Microsoft SQL Server 2012
- MSW-AZ: Implementing Microsoft SQL Azure
- AWS-CC: Cloud Computing with Amazon Web Services
- MSO-365: Migrating Exchange Server to MS Office 365
- MSW-AZ: Implementing Microsoft SQL Azure
- GOO-AN: Implementing Google Analytics
- GOO-AD: Google AdWords Administration
- MSF-BG: Microsoft Bing AdCenter Administration
- FCB-AD: Facebook Ads Manager Administration
- LIN-AD: LinkedIn Ad Manager Administration
- MSF-AC: Microsoft Access Programming
- MSF-VS: Microsoft Visio 2010 Administration
- CIT-XA: Citrix XenApp Implementation
- DIS-R1: Disaster Recovery for Information Technology
- IPH-PR: iPhone Programming
- AND-PR: Android Programming
- CIS-NPR: CCNP ROUTE (642-902)
- CIS-NPS: CCNP SWITCH (642-813)
- CIS-NPT: CCNP TSHOOT (642-832)
- MSF-SPS: Microsoft SharePoint Designer
- MSF-SPA: Microsoft SharePoint Foundation Administration
- MSF-SPF: Microsoft SharePoint Foundation
- MSF-SPD: Microsoft SharePoint Development
- MSF-SPB: Microsoft SharePoint Business Intelligence
- CPT-SC: CompTIA Security+
- CPT-NW: CompTIA Network +
- SQL-TS: Programming SQL Server with Transact-SQL
- SQL-AD: SQL Server Advanced Topics
- SQL-RS: SQL Server Reporting Services
- SQL-BI: SQL Server Business Intelligence
- MySQL Database Administration

- Apache Web Server Administration
- Common Gateway Interface and PHP (Hypertext Preprocessor) Programming
- Perl Programming
- Perl Programming - Using Advanced Modules
- Perl Advanced Topics: Serving pages using HTTPS (Secure Hypertext Protocol) with mod_ssl
- ORA-SQ: Oracle – SQL (Structured Query Language)
- ORA-PL: Oracle – PL/SQL (Programming Language in SQL)
- DDT-DM: Data Modeling and Database Design
- DDT-LP: Logical and Physical Data Modeling
- MSF-EX: Microsoft Exchange Server Administration
- MSF-SP: Microsoft SharePoint Server Administration
- MSF-SEC: Designing Security for Microsoft Networks
- MSF-PS: MS Windows Administration with PowerShell
- MSF-SA8: Microsoft Windows 2008 Server Administration
- MSF-NA8: Microsoft Windows 2008 Network Infrastructure
- MSF-AD8: Microsoft Windows 2008 Active Directory
- SEC-NI: Securing Network Infrastructure and Communications (Security+ 1)
- SEC-AP: Application, Operational and Organizational Security (Security+ 2)
- SEC-AI: Designing Security Architecture Infrastructures
- SEC-MA: Designing Security Management Infrastructures
- JAV-OO: Object Oriented Programming in Java
- JAV-AP: Application Development in Java
- JAV-AT: Advanced Topics in Java
- CIS-ND1: Configuring Cisco Network Devices I (ICND1 – 640-822)
- CIS-ND2: Configuring Cisco Network Devices II (ICND2 - 640-816)
- CIS-SC: Configuring scalable Cisco Networks
- CIS-ML: Configuring Multi-layer Switched Cisco Networks
- CIS-RA: Configuring Remote Access Cisco Networks
- CIS-TA: Troubleshooting Advanced Cisco Networks
- PMT: Software Development Lifecycle Project Management
- Software Development Lifecycle Six Sigma Quality Best Practices
- Information Technology Infrastructure Library Implementation
- Information Technology Infrastructure Library Best Practices
- Network Security – Ethical Hacking
- Network Security – Applied Computer Forensics
- VBS-PR: Programming in VB.NET
- VBS-AS: Programming ASP.NET and ADO.NET using VB.NET
- VBS-EN: Enterprise Application Development in VB.NET
- CSP-PR: Programming in C#
- CSP-AS: Programming ASP.NET and ADO.NET using C#
- CSP-EN: Enterprise Application Development in C#
- MSF-W7: Microsoft Windows7 Administration
- LIN-SA: Linux System Administration
- LIN-NA: Linux Network Administration
- CRY-RP: Programming Crystal Reports
- DWH-IN1: Data Warehousing Fundamentals
- DWH-IN2: Programming Informatica
- COG-PR1: Implementing Business Intelligence with Cognos

- VMW-AD: VMWare Infrastructure Administration
- OOD-UML: Object Oriented Design and Unified Modeling Language
- CIT-SA: Citrix Presentation Server Administration
- UBU-DS: Ubuntu Linux Desktop Administration
- ORA-DB: Oracle Database Administration
- SQL-SA: SQL Server Database Administration
- SQL-DB: SQL Server Database Design
- MSF-HY: Microsoft Windows Server Hyper-V Administration
- SQL-MD12: SQL Server 2012 Multi-dimensional Expressions and Data Analysis Expressions
- SQL-RS12: SQL Server 2012 Reporting Services
- SQL-AS12: SQL Server 2012 Analysis Services
- SQL-BID: SQL Server 2012 Designing Business Intelligence Solutions
- MSF-VS: Microsoft Visio 2010
- MSF-PS1: MS Windows Administration with PowerShell I
- MSO-365: Migrating Exchange Server to Office 365
- MSF-410: Installing and Configuring Windows Server 2012
- MSF-411: Administering Windows Server 2012
- MSF-412: Configuring Advanced Windows Server 2012 Services
- CIS-NPR: Cisco CCNP Routing and Switching
- CIS-SP1: Computer Information Systems Security Protocol
- CEH-P1: Certified Ethical Hacking Training
- CAP-P1: Computer Systems Authorization Protocol
- WIR-TS: Wireless Technology Specialist
- WIR-NA: Wireless Network Administration
- GGL-GL: Google Glass Application Development
- CMP-MOB: CompTIA Mobility+ (MBO-001)
- CMP-SM: CompTIA Social Media Security
- BUS-AN: Business Analysis and Modeling
- HAD-DB1: Big Data Management with Hadoop
- MON-DB1: Big Data Management with MongoDB
- PYT-PR: Programming in Python
- PRL-PR: Programming in Perl
- JVS-PR: JavaScript Programming
- PHP-PR: Programming in PHP
- WRD-PR: Website design with WordPress
- LIN-WI: Linux for Windows Users
- QCB-A1: QuickBooks Training
- MSF-AZ: Microsoft Azure Infrastructure Solutions
- LIN-SH: Linux Shell Scripting
- TBL-MS: Mastering Tableau Software for Data Science
- NET-FN: Networking Fundamentals
- WIR-TS: Troubleshooting Networking with Wireshark software
- MPM-PR: Multi-Platform Mobile Development

<p>Note: Reimbursement for retraining in Job Numbers 1-2 are capped at 100 total training hours per trainee, regardless of the method of delivery. Reimbursement for retraining in Job Numbers 3, 4 & 5 are capped at 200 total training hours per trainee, regardless of the method of delivery.</p>

**Participating Employers in Retrainee
Multiple Employer Contracts**

Contractor's Name: Lancaster Chamber of Commerce
Reference No: 16-0293

CCG No.: ET17-0233
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PRINT OR TYPE IN ALPHABETICAL ORDER

Company: Arbela Technologies

Address: 7700 Irvine Center Drive, Ste. 950

City, State, Zip: Irvine, CA 92618

Collective Bargaining Agreement(s): No

Estimated #of employees to be retrained under this Agreement: 18

Total # of full-time company employees worldwide: 33

Total # of full-time company employees in California: 18

Company: Bugcrowd

Address: 921 Front Street, Ste. 100

City, State, Zip: San Diego, CA 94111

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Agreement: 10

Total # of full-time company employees worldwide: 57

Total # of full-time company employees in California: 55

Company: Employers Administrative Resource

Address: 2099 S. State College Blvd., Ste. 550

City, State, Zip: Anaheim, CA 92806

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Agreement: 5

Total # of full-time company employees worldwide: 103

Total # of full-time company employees in California: 51

Company: IPS Industries, Inc.

Address: 12641 166th Street

City, State, Zip: Cerritos, CA 90703

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Agreement: 1

Total # of full-time company employees worldwide: 50

Total # of full-time company employees in California: 48

**Participating Employers in Retrainee
Multiple Employer Contracts**

Contractor's Name: Lancaster Chamber of Commerce
Reference No: 16-0293

CCG No.: ET17-0233
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PRINT OR TYPE IN ALPHABETICAL ORDER

Company: Lobel Financial Corporation

Address: 1150 N. Magnolia Avenue

City, State, Zip: Anaheim, CA 90801

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Agreement: 6

Total # of full-time company employees worldwide: 72

Total # of full-time company employees in California: 43

Company: US Pole Company, Inc.

Address: 660 W Avenue

City, State, Zip: Palmdale, CA 93551

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Agreement: 50

Total # of full-time company employees worldwide: 168

Total # of full-time company employees in California: 167

Company: Vision Engineering

Address: 114 Grand Cypress Avenue

City, State, Zip: Palmdale, CA 93551

Collective Bargaining Agreement(s): No

Estimated # of employees to be retrained under this Agreement: 89

Total # of full-time company employees worldwide: 91

Total # of full-time company employees in California: 89