



**Training Proposal for:**  
**Southern California Resilient Floor & Decorative Covering**  
**Crafts Joint Apprenticeship Training Committee**  
**Agreement Number: ET15-0910**

**Panel Meeting of:** August 22, 2014

**ETP Regional Office:** North Hollywood

**Analyst:** N. Weingart

**PROJECT PROFILE**

Contract Attributes:	Retrainee Priority Rate Apprentice	Industry Sector(s):	Construction Green Technology  Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Statewide	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Resilient Floor and Decorative Covering Local Union 1247		
Turnover Rate:	≤20%		
Managers/Supervisors: (% of total trainees)	N/A		

**FUNDING DETAIL**

Program Costs	+	Support Costs	=	<b>Total ETP Funding</b>
\$184,240		\$12,732 (8%)		\$196,972
In-Kind Contribution:	50% of Total ETP Funding Required			Inherent

**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 Journeyman	Commercial Skills, Business Skills, OSHA 10/30	125	8-200	0	\$188	\$29.85
				Weighted Avg: 8			
2	Retrainee Apprentice	Commercial Skills, OSHA 10	78	24-210	0	\$2,224	\$18.51
				Weighted Avg. 160			

**Minimum Wage by County:** Collective Bargaining Agreement wages.

**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

Up to \$5.08 per hour may be used to meet the Post-Retention Wage in Job Number 2 only.

**Wage Range by Occupation**

Occupation Titles	Wage Range	Estimated # of Trainees
Journeyman Carpet & Resilient Installer		125
Apprentice Carpet & Resilient Installer		78

**INTRODUCTION**

This will be the third Agreement between ETP and the Southern California Resilient Floor & Decorative Covering Crafts Joint Apprenticeship Training Committee (Flooring JATC) ([www.dc36.org](http://www.dc36.org)). The JATC was founded in 1953 pursuant to the collective bargaining agreement between Carpet, Linoleum, and Soft Tile Local Union 1247 (of the Brotherhood of Painters, Decorators and Paperhangers of America) and the Floor Covering Contractors Association of Orange County, Harbor Floor Covering Institute, and San Gabriel Valley Floor Covering. Local Union No. 1247 now represents over 506 Floor Covering Installers in Southern California (approximately 107 Apprentices, 37 Material Handlers, and 362 Journeymen).

The JATC headquarters and training center are located in Santa Fe Springs. This is a four-year apprenticeship program.

The Flooring JATC is a non-profit training organization dedicated to providing better job opportunities, up-to-date industry skills, and more secure employment for its members. It is a joint labor-management committee representing the floor covering industry (a Panel priority) throughout Southern California, administered by a Board of Trustees made up of four labor and four management members.

The JATC trains Floor Covering Installers to perform in demand jobs, especially “green” construction and serves companies and workers in Los Angeles, Orange, Kern, Inyo, Mono, Riverside, San Bernardino, Ventura, Santa Barbara and San Luis Obispo counties. Approximately 30% of the companies in this proposal will be large employers, and 70% will be small businesses.

All trainees are represented by Local 1247. The union was directly involved with the curriculum development and training plan, and fully supports training.

### **Apprenticeship Pilot**

The Panel is authorized to fund Apprentice training that does not displace any other source of government funds, or replace an existing apprenticeship program approved by the Division of Apprenticeship Standards (DAS). The Apprenticeship Training Pilot Program allows funding for training programs sponsored by a Training Trust Fund.

The Panel provides reimbursement for the Related and Supplemental Instruction (RSI) portion of an apprenticeship training program. RSI is delivered as class/lab training that is developed with a Local Educational Agency (Hacienda La Puente Unified School) and approved by DAS. The program provides reimbursement for 200 hours of RSI plus OSHA 10.

For the building trades, where it is not customary for workers to be employed for 90 consecutive days with one employer, the Panel may substitute hours worked for retention. The modified retention period must be no less than 500 hours within 272 days with more than one employer. The Flooring JATC is requesting this modified retention period as an option along with the 90 calendar days.

To ensure ETP does not displace Montoya Funds, the Apprenticeship Pilot rate is reduced by \$5.00, reducing the priority industry rate from \$18.00 to \$13.00 per hour. The ETP minimum wage for Apprentices is the SET Priority statewide wage of \$20.32 per hour, however, Apprentices will meet the collective bargaining agreement wage of \$18.51 per hour including health benefits.

### **Retention Rate**

According to reports published by the State of California DAS from 2008 to 2012, the average apprenticeship completion rate for the JATC is 35.6%, which exceeds the industry average of 29.5%.

### **Need for Training**

The floor-covering field has been undergoing significant changes as it shifts to new products; “green” materials, new installation techniques; more complex work requirements; and the rising cost of materials. Floor Covering Installers plan, prepare, install, and repair various types of floor covering. Knowledge of job planning, material, and supply requirements are essential to cost control. Both contractors and the union encourage training to bring worker skills and Installers need training to utilize new products, interact with customers, work safely/efficiently, and help employers maintain profits to be competitive in an industry whose standards are evolving and becoming more stringent.

At present, there are at least eight major ongoing projects (and one proposal) in the Southern California area: Parcel Land, Downtown Los Angeles; Kaiser Hospital (various projects); Los Angeles Unified School District (various projects); LACCD (various projects); University of

California, Los Angeles; University of California, Riverside; East Los Angeles College; and California State Polytechnic University, Pomona

## **PROJECT DETAILS**

### **Training Plan**

#### **Journeyman**

**Commercial Skills** (85%) - Training will include new installation techniques for Green Floor Covering, Linoleum, Laminates, Vinyl-Backed Carpet, Tiles, and Sheet Goods Installation. The program will also offer Advanced Carpet Installation, Hard Surface Installation Testing, Carpet Installation Testing, Synthetic Turf, Heat Welding, and Trade Math. In addition, Armstrong Certification Training will cover work with new water-based (instead of solvent-based) adhesives, which completely alters the installation process.

Tile installation had remained essentially unchanged since the 1800s until the appearance of green products. All of the materials in these new tiles are grown (linseed oil, tree bark) instead of manufactured. Laminate training will focus on working with natural wood products as customers move from the traditional vinyl and carpet to wood, which is easier to keep clean and is less likely to harbor bacteria. Vinyl-Backed Carpet Installation involves carpet made from recycled materials.

**Business Skills** (5%) – Training will focus exclusively on customer service: how to work well with internal and external customers to identify customer needs, handle requests, and resolve complaints.

**OSHA 10/30** (10%) – Training will cover safety issues in the workplace, as floor covering installers often work outside lifting and transporting heavy materials, creating the potential for immediate or chronic injury. Many employers are now requiring these class before workers are allowed onto a worksite.

Coursework must be approved by, and the instructors must be certified by Cal-OSHA. ETP will only consider payment earned upon completion of the full 10-hour or 30-hour course. OSHA 10/30 is not included in the 10% limitation on safety training.

#### **Apprentice**

The floor covering apprenticeship is a 4-year program that provides skills to work in several different areas of the industry. The program consists of 608 hours of classroom/laboratory RSI given in conjunction with four years (or 6,400 hours) of on-the-job training (OJT). Staff explained that before the construction slowdown, the JATC had 300 apprentices; today they number 107. As Journeyman Installers retire and new work develops, a gap of qualified installers available to step into open positions has been created. Training will help the JATC reduce this gap and create a solid pipeline of future, well-trained workers to replace retiring journeymen and facilitate industry expansion. In this proposal, 2<sup>nd</sup> through 4<sup>th</sup> year Apprentices in Job Number 2 will receive Commercial Skills and OSHA 10 training to prepare them to work on the aforementioned Southern California jobs and future projects statewide.

**Commercial Skills** (93%) - Training will include planning, preparation, installation and repair of various types of floor covering including tile, carpet, wood, ceramic and resilient flooring (e.g. sheet vinyl and linoleum). Classes will include Cove Vinyl and other Sheet Goods; Glue Down Borders; Sheet Vinyl Seaming Techniques; Rubber Flooring Products; Hand Sewing; Carpet

Stair Installation; Conventional Borders; Carpet Banding; Skirts, Treads, and Risers; Vinyl Composition Tile (VCT); Conventional Carpet; Glue-Down Carpet; Linoleum Installation; Self-Leveling; Heat Welding; Synthetic Turf; and Foreman Training.

**OSHA 10** (7%) – Training will address workplace safety issues as indicated above.

### **Impact/Outcome**

Those that successfully complete training may receive Armstrong, Nora, Mondo Rubber, OSHA 10, OSHA 30, CPR/AED and First Aid certifications. Trainees may also receive Certificates of Completion from the State of California Department of Industrial Relations and The United States Department of Labor.

### **Training Infrastructure**

All classes will be delivered at the JATC training center in Santa Fe Springs by two full-time expert trainers, both of whom are former or current floor covering installers. Trainers are certified by Hacienda La Puente Unified School.

The JATC Training Coordinator will oversee the entire program. Three in-house staff will be responsible for employer marketing, recruitment, and needs assessments; and for scheduling classes, enrolling trainees, collecting and verifying rosters, and performing all data entry in the ETP online Forms and Tracking systems.

### **Commitment to Training**

Although employers deliver on-the-job training in a real work environment, they rely on the Training Center to provide a class/lab setting for basic and advanced industry education. In the past, employer contributions helped fund the apprenticeship program; but due to a slowdown in construction, contributions are low. This decline, along with reduced Montoya funds, has created a hardship which ETP's Apprenticeship funding will help alleviate. Funding will also encourage Journeyman workers to take more classes while working and/or during periods of unemployment. The proposed training will help employers become more competitive by giving workers up-to-date, marketable skills to help bid on and win new work, thereby improving job security, and reducing periods of unemployment for unionized floor covering installers.

The JATC represents that ETP funds will not displace the existing employer financial commitment to training. Safety training is provided in accordance with all pertinent requirements under state and federal law.

### **Marketing and Support Costs**

The JATC publicizes the availability of training through direct mailings, brochures/flyers, personal contacts, telephone calls, and public service and e-mail announcements. It also promotes training at labor-management meetings and industry assemblies. Application announcements for union apprentice programs are sent to government agencies as well as to local high schools, community colleges, and community-based classes.

### **Support Costs**

The JATC is requesting 8% support costs to market journeyman training to employers, to recruit and place apprentices, and to conduct ongoing assessments of employer-specific job requirements. While many participating employers are on board, outreach activities will be

ongoing during the Agreement term. Staff recommends the 8% support costs based on the JATC's estimate that the personnel cost for these activities alone will exceed the ETP support funding, and has agreed to cover the additional costs.

### **Curriculum Development**

The curriculum was developed by the Flooring JATC with input from both union and employer representatives. It has been customized to address the needs of its members, participating employers, and the industry. Feedback comes directly from employer and union representatives based on workplace performance and student course evaluations.

### **RECOMMENDATION**

Staff recommends approval of this proposal.

### **ACTIVE PROJECTS**

The following table summarized performance by Flooring JATC under an active ETP Agreement:

Agreement No.	Approved Amount	Term	No. Trainees (Estimated)	No. Completed Training	No. Retained
<b>ET13-0900</b>	<b>\$302,547</b>	<b>10/08/12-10/07/14</b>	<b>186</b>	<b>53</b>	<b>53</b>

Based on ETP Systems, 13,664 reimbursable hours have been tracked for potential maximum earnings of \$201,629 (67% of approved amount). The Contractor is within the last 90 days of the end term date of the Agreement. It has completed all training and will complete the remainder of retentions by the end term date of the Agreement and is expecting to earn 72% of approved amount.

### **PRIOR PROJECTS**

The following table summarizes performance by the Flooring JATC under an ETP Agreement that was completed within the last five years:

Agreement No.	City	Term	Approved Amount	Payment Earned
ET08-0456	Santa Fe Springs	5/05/2008 – 5/04/2010	\$123,200	\$15,246 (12%)

The ETP online Class/Lab Tracking System showed that 67 trainees were enrolled and received from 8 to 56 hours of class/lab training; however, only 42 met the ETP 24-hour minimum to be eligible for reimbursement. In the end, the Contractor was reimbursed for 24 trainees that met all performance requirements. (Five trainees went to work for the government and were, therefore, ineligible for payment.)

JATC staff reported that performance was lower than expected for two primary reasons: (1) initial training was done by outside vendors that were not readily available when needed, thereby delaying training and shortening overall training time; and (2) the construction industry was just starting to feel the effects of the economic downturn when the program started. In addition, there was only journeyman training (tis prior project pre-dated the Apprenticeship Pilot), and the JATC was having a difficult time ensuring attendance. Unlike apprentice training, Journeymen are not required to attend.

To improve performance in the subsequent proposal, the JATC focused on training Apprentices that would easily meet the 24-hour minimum and the retention period based on work that was available at that time. Journeyman training hours were reduced from the prior Agreement, and scheduling with outside vendors was resolved. All of these measures were validated by improved performance on the ET13 Agreement above.

### **DEVELOPMENT SERVICES**

N/A

### **ADMINISTRATIVE SERVICES**

N/A

### **TRAINING VENDORS**

N/A

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

8-200 Job Number 1

Trainees may receive any of the following

**COMMERCIAL SKILLS** (Green Floor Covering Installation)

- Armstrong Certification
- Nora Rubber
- Mondo Rubber
- Advanced Carpet Installation
- Advanced Installation (other than carpet, by product & location)
- Vinyl Backed Carpet Installation
- Carpet Installation Testing
- Laminates
- Sheet Goods Installation
- Hard Surface Installation Testing
- Synthetic Turf
- Heat Welding
- Linoleum Installation Training
- Trade Math
- CPR/AED & First Aid

**BUSINESS SKILLS**

Customer Service

- Identifying Customer Needs
- Handling Customer Requests
- Resolving Customer Complaints

**OSHA 10/30** (Certified Instructor)

- OSHA 10 (must complete 10 hours)
- OSHA 30 (must complete 30 hours)

**Apprentice****Class/Lab Hours**

24-210 Job Number 2

Trainees may receive any of the following:

**COMMERCIAL SKILLS**

- Cove Sheet Goods
- Cove Sheet Vinyl
- Glue Down Borders
- Sheet Vinyl Seaming Techniques

- Rubber Flooring Products
- Hand Sewing
- Conventional Carpet
- Glue-Down Carpet
- Carpet Stair Installation
- Conventional Borders
- Carpet Banding
- Skirts, Treads, and Risers
- Vinyl Composition Tile
- Linoleum Installation
- Self-Leveling
- Heat Welding
- Synthetic Turf
- Foreman Training
- CPR/AED & First Aid

**OSHA 10** (Certified Instructor)

- OSHA 10 (must complete 10 hours)

Note: Reimbursement is capped at 200 total training hours per trainee in Job Number 1, and 210 total hours per trainee in Job Number 2, regardless of the method of delivery.