



**Training Proposal for:**  
**Southern California Sheet Metal Joint Apprenticeship &  
 Training Committee**

**Agreement Number: ET16-0923**

**Panel Meeting of:** May 26, 2016

**ETP Regional Office:** North Hollywood

**Analyst:** E. Wadzinski

**PROJECT PROFILE**

Contract Attributes:	Retrainee Apprenticeship Veterans	Industry Sector(s):	Construction Services  Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Los Angeles, Orange, San Bernardino, Riverside, Inyo, Mono, Kern	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No International Association of Sheet Metal, Air, Rail and Transportation Workers, Local Union 105		
Turnover Rate:	≤20%		
Managers/Supervisors: (% of total trainees)	N/A		

**FUNDING DETAIL:**

<b>Program Costs</b>	+	<b>Support Costs</b>	=	<b>Total ETP Funding</b>
\$828,000		\$57,400 8%		\$885,400

In-Kind Contribution:	50% of Total ETP Funding Required	Inherent
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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 Apprentice	Commercial Skills	350	8-200	0	\$2,002	\$21.28
				Weighted Avg: 144			
2	Retrainee Journeymen	Commercial Skills, Computer Skills, OSHA 10/30	120	8-200	0	\$705	\$41.26
				Weighted Avg: 30			
3	Retrainee Apprentice Veteran	Commercial Skills	50	8-200	0	\$2,002	\$21.28
				Weighted Avg: 144			

**Minimum Wage by County:** \$21.28 per hour Statewide (Priority Industry)

**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 \$2.71 per hour may be used to meet the Post-Retention Wage for Job Numbers 1 and 3.

**Wage Range by Occupation**

Occupation Titles	Wage Range	Estimated # of Trainees
Job Number 1 - Apprentice Sheet Metal Worker		350
Job Number 2 - Journeymen Sheet Metal Worker		120
Job Number 3 (Veteran) - Apprentice Sheet Metal Worker		50

**INTRODUCTION**

The Southern California Sheet Metal Joint Apprenticeship & Training Committee trust fund (SoCal Sheet Metal) ([www.socalisma.org](http://www.socalisma.org)) operates a training center for Apprentice and Journeyman Sheet Metal Workers. SoCal Sheet Metal was formed in October 2003, as a result of the merger between two trust funds serving two separate apprenticeship programs: 1) Sheet Metal Workers' International Association, Local Union 105 JATC and 2) Air Conditioning Sheet Metal Association, Orange Empire SMACNA JATC. In 2007, those two apprenticeship programs also merged, as completed through the Division of Apprenticeship Standards (DAS) in July 2013. The SoCal Sheet Metal trust fund serves Los Angeles County, Orange County and five other counties in Southern California.

Under these circumstances, when a joint trust is serving a large number of Apprentices over a broad geographic region, ETP has recognized that the cap on apprenticeship funding may be overly restrictive. Staff recommends a total of \$885,400 for Apprentice and Journeymen training. This amount is below the cap and reflects the fact that the joint trust resulted from a merger of two program sponsors.

Located in the City of Industry, the 80,000-square-foot SoCal Sheet Metal training facility has eight classrooms and six laboratory areas including a Welding lab, a Field Installation lab, two Shop labs, and a Heating/Ventilation/Air Conditioning (HVAC) service lab. The current location opened in 2005 and presently serves 600 Apprentices and 3,000 Journeyman workers.

SoCal Sheet Metal is seeking funds for retraining Apprentices and Journeymen who perform design, fabrication, installation, maintenance, adjusting and balancing, testing, and energy management work. Training also targets Apprentices and Journeymen who specialize in architectural sheet metal, fabrication, commercial refrigeration, and HVAC systems.

This is the fourth ETP Agreement with SoCal Sheet Metal. However, this is the first time Veterans have been introduced as a distinct cohort of Apprentice trainees.

### **Apprenticeship Program**

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). ETP funding is designed to supplement cost of delivery for the Related and Supplemental Instruction (RSI) portion of DAS-approved apprenticeship training. Depending on the type of trade, apprenticeship programs vary in length. In this case the program is five years.

Apprentice programs are typically sponsored by a Joint Apprenticeship Training Committee (JATC). A JATC is created through collective bargaining, with an equal number of members appointed by union and management, with employer contributions to a training trust fund. The employers are not “participants” but are signatories to the Collective Bargaining Agreement.

RSI is traditionally delivered as class/lab, and ETP does not reimburse CBT delivery for apprenticeship training. The curriculum is developed with input from DAS and a designated Local Educational Agency (in this case Los Angeles Unified School District and the North Orange County Community College District). The Apprenticeship Program allows reimbursement for up to 200 hours of RSI plus OSHA10, per-apprentice. However, SoCal Sheet Metal is not requesting OSHA10 training for Apprentices.

For the building trades, it is not customary for workers to be employed for a standard retention period of 90 consecutive days with one employer. In that instance, the Panel may substitute non-consecutive hours worked for retention. This modified retention period must be no less than 500 hours within 272 days with more than one employer. Both the standard and modified retention periods will apply to this proposal.

To ensure ETP does not displace Montoya Funds, Apprenticeship reimbursement is reduced by \$5.00, reducing the priority industry rate from \$18.00 to \$13.00 per hour. In addition, the Panel adopted a “blended rate” for Journeymen, reflecting the fact that they may be employed by a variety of contractors over the two-year term of contract ranging from large employers, to small ( $\leq 100$  employees). This is \$22 per hour, midway between the Priority Industry standard rate (\$18) and Small Business rate (\$26).

The ETP wage for Apprentices is no less than \$21.28 per hour, tracking the Special Employment Training wage as modified for priority industries. However, the actual wages paid are shown in the Training Plan Table and contract when they exceed \$21.28, for both Apprentices and Journeymen.

## **DAS Completion Rate**

The average completion rate for Apprentices in the Sheet Metal industry is 68.10% as measured by DAS over the most recent five-year reporting period: CY2009 through CY2013. When the average completion rate for an apprenticeship program is less than half the industry average (benchmark), the Panel requires a justification for funding. In this proposal, the DAS completion rate for SoCal Sheet Metal is 69.68%, which exceeds the benchmark.

## **PROJECT DETAILS**

The International Association of Sheet Metal, Air, Rail and Transportation Workers, Local Union 105 responds to employer needs related to general worker shortages and requests for workers trained in specialty areas. Employer needs are also identified through the jointly sponsored International Training Institute for Sheet Metal and Air Conditioning Industry. The proposed training targets workers represented by the Union.

Training will focus on new building codes and energy efficiency standards which are having a significant impact on the air conditioning and refrigeration industry. For instance, California building energy efficiency standards require higher levels of efficiency from air conditioning and refrigeration systems which will require new types of equipment and controls and knowledge of systematic cooling zones within commercial buildings. Skills learned (calculating energy usage, energy loss, and overall efficiency of installed systems) will help employers and workers adapt to the growing demand for energy efficiency and address waste reduction in the construction and operation of new systems.

Additionally, Sheet Metal Workers are being expected to accomplish more tasks as part of smaller teams, trending in similar industries. This requires workers to be highly skilled and better organized and to be able to effectively utilize all means of technology.

### **Veterans**

SoCal Sheet Metal has committed to training 50 Veterans (Job Number 3). The JATC works with Helmets-to-Hardhats, and other Veterans programs, for recruitment.

### **Training Plan**

**Commercial Skills (85%)** – Training will be offered to all occupations and include trade mathematics, drafting and sketching, layout and pattern development, shop work, field installation, plans and specifications, architectural sheet metal, HVAC Systems, testing and balancing, and energy conservation. More advanced training will focus on welding skills, advanced math, drawing and drafting, electronic and computerized controls for energy efficiency, and specialty work.

**Computer Skills (5%)** - Training will be offered to select Journeymen to learn computer drafting, detailing and other computer software and operations used in a building trades setting.

### **Certified Safety Training**

**OSHA 10/30 (10%)**: This training is a series of courses “bundled” by industry sector and occupation. It consists of 10 hours of classroom or CBT training for journey-level workers and 30 hours for frontline supervisors. The coursework is geared to construction work, and also manufacturing. Completion of the training results in a certificate that expands employment

opportunities. The coursework must be approved by Cal-OSHA, and the instructors must be certified by Cal-OSHA. Only Journeymen will be offered OSHA courses.

### **Commitment to Training**

ETP-funded training will not displace the Company's financial commitment to training. Employers will continue to make contributions to the JATTF for every hour worked by covered Apprentices and Journeymen. Safety training is provided by the participating employers in accordance with all pertinent requirements under state and federal law.

### **Training Coordination**

Training is scheduled to begin in June 2016 for 18 months. Administration will be performed by Los Angeles Unified School District and Steve Duscha Advisories. The JATC will handle class scheduling and completion of training rosters.

The two administrative vendors will assist in employer liaison, documentation of work hours, uploading training and enrollment data, ETP reporting, and related activities.

### **Marketing and Support Costs**

Apprentices and Journeymen are recruited through outreach by various partners including the JATC.

Signatory employers are informed of training through the Sheet Metal and Air Conditioning Contractors' National Association (Los Angeles and Orange Empire Chapters). Workers are notified of training through their union local and directly by the training center. Notifications are generally made via web postings, mailings, and presentations.

SoCal Sheet Metal conducts assessments at the conclusion of each training session. To evaluate training needs and program effectiveness, trainees and employers are encouraged to provide feedback through their respective representatives on the joint apprenticeship committee.

SoCal Sheet Metal requests 8% support costs for training-related funding to assist in apprentice recruitment, employer outreach, and to conduct assessment of employer-specific job requirements. [Note: Although many of the signatory employers have already been notified, additional outreach and needs assessments will take place during the term of the Agreement.] Staff recommends the 8% Support Costs.

### **Learning Management System**

ETP staff has reviewed and approved the use of a Learning Management System for recordkeeping.

### **RECOMMENDATION**

Staff recommends approval of this proposal.

**ACTIVE PROJECTS**

The following table summarizes performance by SoCal Sheet Metal under an active ETP Agreement:

Agreement No.	Approved Amount	Term	No. Trainees (Estimated)	No. Completed Training	No. Retained
ET15-0925	\$448,448	04/01/2015– 03/31/2017	224	361	TBD*

\*Based on ETP Systems, 33,721 reimbursable hours. This equates to \$468,722, sufficient to support earnings at 100% by end-of-term.

**PRIOR PROJECTS**

The following table summarizes performance by SoCal Sheet Metal under an ETP Agreement that was completed within the last five years:

Agreement No.	Location (City)	Term	Approved Amount	Payment Earned	
				\$	%
ET14-0906	City of Industry	11/16/13 – 11/15/15	\$448,448	\$448,448	(100%)
ET13-0911	City of Industry	10/22/12 – 10/21/14	\$298,936	\$298,936	(100%)

**DEVELOPMENT SERVICES**

SoCal Sheet Metal retained Steve Duscha Advisories in Sacramento to assist with development of this proposal for a flat fee of \$10,000.

**ADMINISTRATIVE SERVICES**

SoCal Sheet Metal also retained Steve Duscha Advisories, along with Los Angeles Unified School District in Los Angeles, to perform administrative services for a total combined fee not to exceed 13% of payment earned.

**TRAINING VENDORS**

N/A

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

Job Numbers 1 and 3: 8 – 200

Trainees may receive any of the following:

**APPRENTICESHIP TRAINING  
COMMERCIAL SKILLS****Course Two**

- A. Introduction
- B. Workplace Safety\*
- C. Trade Mathematics – Part 2
- D. Drafting and Sketching – Part 2
- E. Layout and Pattern Development – Part 2
- F. Reading Plans and Specifications – Part 1
- G. Materials – Part 2
- H. Industrial Specialties – Part 2
- I. Shop Work – Part 2
- J. Field Installation – Part 2
- K. Service Work – Part 2
- L. Architectural Sheet Metal – Part 2
- M. Heating, Ventilation, and Air Conditioning (HVAC) Systems – Part 2
- N. Testing and Balancing – Part 1
- O. Energy Conservation

**Course Three**

- A. Workplace Safety\*
- B. Welding Metallurgy
- C. Welding Equipment and Processes
- D. Welding Tools and Equipment
- E. Welding Symbols and Nomenclature
- F. Surface Welds
- G. Fillet Welds: All Positions
- H. Groove Welds
- I. Oxyacetylene Cutting (Burning)
- J. Air Carbon Arc Process
- K. Brazing Steel and Cast Iron
- L. Welding Evaluation
- M. Reading Plans and Specifications – Part 2

**Course Four**

- A. Introduction
- B. Workplace Safety Review\*
- C. Drafting and Sketching – Part 3
- D. Layout and Pattern Development – Part 3
- E. Reading Plans and Specifications – Part 3
- F. Materials – Part 3
- G. Industrial Specialties – Part 3

- H. Shop Work – Part 3
- I. Heating, Ventilation, and Air Conditioning Systems – Part 3
- J. Field Installation – Part 3
- K. Service Work – Part 3
- L. Architectural Sheet Metal – Part 3
- M. Electronic and Computerized Controls – Part 1
- N. Blowpipe System – Part 1
- O. Food Service and Beverage Dispensing Equipment – Part 1
- P. Asbestos

### **Course 5**

- A. Professional Growth
- B. Advanced Trade Mathematics
- C. Drafting and Sketching – Part 4
- D. Layout and Pattern Development – Part 4
- E. Reading Plans and Specifications – Part 4
- F. Industrial Specialties – Part 4
- G. Shop Work – Part 4
- H. Heating, Ventilation, and Air Conditioning (HVAC) Systems – Part 4
- I. Testing and Balancing – Part 2
- J. Architectural Sheet Metal – Part 4
- K. Electronic and Computerized Controls – Part 2
- L. Food Service and Beverage Dispensing Equipment – Part 2
- M. Supervisory Training

### **Class/Lab Hours**

Job Number 2: 8 - 200

Trainees may receive any of the following:

### **JOURNEYMAN TRAINING** **COMMERCIAL SKILLS**

- Acceptance Test Technician
- Aerial High Lift Operation
- Architectural Field Installation
- Blueprint Reading
- Board and Field Detailing
- Duct Leakage Testing
- Fall Protection
- Foreman Training
- Forklift Operation
- HVAC Fire Life Safety Supervisor
- HVAC Fire Life Safety Technician
- HVAC Service
- Project Management
- Rigging
- Scaffold Safety
- Test and Balance for HVAC Systems
- Trimble Layout System
- Use of Trimble Hanger and Opening Layout Device
- Welding

### **COMPUTER SKILLS**

- AutoCAD Basic
- AutoCAD Detailing
- Detailing using CAD
- Navisworks

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

- OSHA 10 (Requires completion of full 10-hour course)
- OSHA 30 (Requires completion of full 10-hour course)

\* Safety Training cannot exceed 10% of total training hours per-trainee. (This cap does not apply to OSHA 10/30)

Note: Reimbursement for retraining is capped at 200 total training hours per trainee, regardless of the method of delivery.