



**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	Business Skills, Computer Skills, Continuous Improvement	22	8-100	0	\$2,262	\$33.65
				Weighted Avg: 87			

- Reimbursement Rate: Job #1: \$26 SB Priority
- County(ies): Los Angeles
- Occupations to be Trained: Software Engineer, Sales Executive, Vice President, Director, Manager
- Union Representation:  Yes  
 No
- Health Benefits: N/A

**SUBCONTRACTORS**

- Development Services: N/A
- Administrative Services: N/A
- Training Vendors: To Be Determined

**OVERVIEW**

Trinus Corporation (Trinus) is a professional services IT firm. Since 1995, Trinus has delivered experience, knowledge, and best practices in Data Management, Business Intelligence, Financial Performance Management, and Enterprise Applications designed to help clients solve their business challenges. The Company's focus is to help its clients get actionable insights from their data and enable them to unleash the power of information in their businesses. Whether it is defining a business intelligence strategy, executing a data management program, or delivering a performance management solution, or high performance analytics, Trinus helps its clients achieve their goals through business-aligned solutions. The Company provides business solution strategies to clients from an array of industries including Federal/State/Local Government, Asset Backed Lending, Consumer Products, Direct Marketing, Financial Services, Healthcare, Life Sciences, and Retail.

**Need for Training**

With the ever-evolving nature of technology, Trinus is in the process of expanding its services to offer newer technologies to its clients. To facilitate the implementation of new technology and services, the Company plans to provide its software engineering team with comprehensive training in various software applications (Tableau, Cloudera Hadoop, Big Data, Visualization for Business Intelligence, MicroStrategy, Cognos, and Oracle), applications critical to the success

of client projects. In addition, the Company has identified a vital need to build and train its sales and leadership team to be more effective in the highly competitive environment of professional IT services.

The proposed training plan is designed to help the Company achieve its business objectives by improving client relations, maximizing productivity, and increasing operational efficiency.

## **Training Plan**

**Business Skills** – Training will be offered to all occupations. Training will focus on impactful communication, presentation skills, and effective sales techniques. This training will help workers enhance their sales presentation, improve client rapport, and expand their service skills.

**Computer Skills** – Training will be offered to all occupations. This training will help staff to become more proficient in the use of business software solutions in the key business areas of data management, business analytics, financial performance, and custom applications development.

**Continuous Improvement** – Training will be offered to all occupations. Training will provide those individuals responsible for coaching and mentoring co-workers and/or managing projects with the tools to solve problems, promote teamwork, make informed decisions, and provide innovative solutions to customer-related issues.

## **Modification to Small Business Cap on Training Hours**

Trinus representatives report that a lengthier training program is required because, as a small business, most employees have shared responsibilities across multiple disciplines throughout the Company. These cross-functional responsibilities reduce staffing costs and create efficiencies that support competitiveness. The proposed Curriculum is designed to equip all trainees with the requisite level of knowledge and skills to help clients realize their complex business goals. All trainees will receive extensive training in the three key components of the Curriculum: Business Skills, Computer Skills, and Continuous Improvement. The weighted average of 87 hours of training per trainee is directly related to the amount of instruction necessary for trainees to achieve the highest level of technical expertise. All of the proposed training is geared towards employees in high-wage, high-skilled jobs, which is consistent with Panel priorities. Therefore, Trinus is requesting a modification to the 60-hour cap.

## **RECOMMENDATION**

Staff recommends approval of this proposal.

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

8 - 100

Trainees may receive any of the following:

**BUSINESS SKILLS**

- ✦ Communicating with Impact
- ✦ Presentation Skills
- ✦ Presentation Design
- ✦ Public Speaking
- ✦ Sales Training

**COMPUTER SKILLS**

- ✦ MS Word
- ✦ MS Excel
- ✦ PowerPoint
- ✦ Outlook
- ✦ QlikView
- ✦ Informatica Products and Applications
- ✦ Tableau
- ✦ Cloudera Hadoop
- ✦ Big Data
- ✦ Master Data Management/Data Governance
- ✦ Visualization for BI
- ✦ MicroStrategy
- ✦ Cognos
- ✦ Oracle Products and Applications

**CONTINUOUS IMPROVEMENT**

- ✦ Leadership Essentials
- ✦ Dealing with Conflict
- ✦ Coaching for Peak Performance
- ✦ Performance Improvement
- ✦ Accountability
- ✦ Strategies to Build Teamwork

Note: Reimbursement for retraining is capped at 100 total training hours per trainee, regardless of the method of delivery.