

State of California



EMPLOYMENT TRAINING PANEL (ETP)

**A State of California Agency that provides up to \$80
million yearly in job training funds**

www.etp.ca.gov

History

- **Created in 1983**
- **Only program designed to train existing workforce – over 720,000 trained**
- **Over 75,000 businesses served**
- **Over \$1.1 billion in training funds expended**
- **Performance-based contracts**

Project Development Process

- **Orientation**
- **Online Preliminary Application**
- **Site Visit**
- **Application/negotiate agreement**
- **Panel Meeting - who attends?**
- **Training begins after Panel approval**

Funding Categories

- Retraining current employees for companies with out-of-state competition (primarily for frontline workers)
- Training for Unemployment Insurance recipients through training agencies and consortia
- Special Employment Training (SET)

Priority Industries For 2010/11

- Manufacturing
- Biotechnology and Life Sciences
- Information Technology Services
- Multimedia/Entertainment
- Goods Movement and Transportation Logistics
- Agriculture
- Healthcare
- Construction
- Green Technologies

Eligible Contractors

- **Employers**
- **Groups of Employers**
- **Training Agencies/Schools**
- **Workforce Investment Boards (WIBs)**

Special Employment Training (SET) Funds (for companies not facing out-of-state competition)

- Frontline workers
- Multiple barriers
- High unemployment areas*
- Entrepreneurial skills

*potential wage waivers available

Examples of Training Funded

- **Computer training**
- **Manufacturing skills**
- **Statistical Process Control (SPC)**
- **Management skills**
- **Commercial skills** (sales, customer service)
- **Vocational English as a Second Language (VESL)**

Training Methods

- **Classroom training**
- **Laboratory training conducted in a non-productive environment**
- **Video conferencing**
- **Computer-Based Training (CBT)**

Standard Training Requirements

- **Minimum 24 hours of training per trainee**
- **Maximum 200 hours for retraining contracts**
- **Conducted by in-house or vendor trainers**
- **Follows basic curriculum format**

Small Business Program

- Quicker, easier contracting process
- Contracts up to \$75,000
- Hours of Training: 8 – 60*
- Company must have 100 or fewer employees
- Higher rate of reimbursement - \$22 per hour per person (\$26 for priority businesses)

*guideline – can justify more hours

Performance Requirements

- Each trainee must complete all training and the 90 day retention period for full reimbursement
- Trainees must receive ETP minimum wages
- Panel may waive minimum wages in certain categories

Minimum Wages by County for Calendar Year 2010

Table 1

COUNTIES	NEW HIRE	RETRAINEE
Alameda, Contra Costa, Los Angeles, Marin, Orange, San Francisco, San Mateo, Santa Clara, Santa Cruz	\$12.40	\$14.87
Sacramento	\$12.20	\$14.64
San Diego	\$11.92	\$14.30
Ventura	\$11.29	\$13.63
All Other Counties	\$11.16	\$13.63

Minimum Wages by County for Calendar Year 2010 *(Cont'd)*

TERM BEGINNING DATE Jan. 1, 2010 – Dec. 31, 2010	SET MINIMUM WAGE
Regular Frontline Workers	\$24.79
Frontline Workers with Multiple Barriers to Full-Time	See Table 1
Frontline Workers in High Unemployment Areas	See Table 1; however, ETP minimum wage may be waived.
Frontline Workers Small Business Owners	No wage requirement

Fixed-Fee Training Rates

	Class/Lab/Video Conference Cost Per Hour	CBT
Retrainees (single employer with 100+ FT employees)	\$15*	\$ 8
Retrainees - single employer with 100 or <u>fewer</u> FT employees	\$22**	\$ 8
Retrainees – Priority Industries: manufacturing & high tech (biotech, construction, multimedia)	\$18	\$ 8

***Highly specialized/advanced tech courses may be reimbursed at \$22-\$26 pending approval**

Fixed-Fee Training Rates (Cont'd)

	Class/Lab/Video Conference Cost Per Hour	CBT
New Hires	\$17	\$ 8

****Priority Small Business funded at \$26 per hour**

Administrative service costs are included in the hourly rates.

For Critical Proposals, rates may be increased by up to 25%

Project Administration

Contractor's responsibilities include:

- **Collecting class/lab records signed by trainer and trainee on a daily basis - paper**
- **Enrollment and completion submitted on-line**
- **Invoicing for payment also online**

Subcontractors

May be used to:

- **Provide training**
- **Administer agreement**

Requires subagreement

What Do I Do Now?

- **Leave me your business card!**
- **Take my business card and contact me if/when you have questions or company to work with.**
- **Connect your employers to me directly or to website**
- **For assistance, contact me at (916) 327-5262 or bworthington@etp.ca.gov**

Multiple Employer Contracts (MECs)

- **Community colleges, universities, certain foundations, adult schools and Regional Occupational Programs (ROPs)**
- **Institutions approved and certified by the Bureau for Private Postsecondary and Vocational Education**
- **Workforce Investment Boards (WIBs)**
- **Groups of employers**