



FREE WEBINAR!

Apprenticeships
FOR LOCAL AGENCIES

TUES, MAR 31 | 11 AM-NOON



Thank you for joining!

Webinar Host

Randi Kay Stephens

Program Manager

Institute for Local Government



How to ask a question during the webinar

- Please type your questions into the question box at any time during the webinar.
- We will read your questions during the question period at the end of the webinar.



Today's Agenda

Welcome & Surveys

About ILG and the Civics Education & Workforce Pillar

Presentations by:

- Laura Thompson, Division of Apprenticeship Standards
- Marissa Trejo, City Manager, City of Coalinga
- Corinna Pereira, West Hills Community College District

Q&A

Tools & Resources

Contact Information

Connecting with Webinar Participants

Promoting Good Government

ILG is the non-profit training and education affiliate of...



**California Special
Districts Association**
Districts Stronger Together



*...we provide practical and easy-to-use resources so local agencies
can effectively implement policies on the ground*

ILG's Programs & Services



Our mission is to help local government leaders navigate complexity, increase capacity & build trust in their communities

Public Agency Workforce Challenges

The Problem

- California local governments are faced with a myriad of challenges in attracting, retaining and developing the talent needed to serve our diverse communities.
- A general lack of awareness about the role and relevance of local government and the many career opportunities in the sector is creating barriers for local agencies to attract and retain a skilled workforce for the future.

Our Solution

- ILG's **Civics Education & Workforce** pillar is a catalyst for local government and education partnerships that both inspire and educate youth while also sparking genuine interest in public sector careers and leadership opportunities.



ILG Workforce Resources



Picture Yourself in Local Government Curriculum

- www.ca-ilg.org/pylg
- Scripts for student tours of local government offices
- New staff and intern orientation materials
- Background material to use when serving as a guest speaker in a classroom
- Handouts to educate boards, commissions and leadership academies about local government structure and functions
- Easy-to-understand language tailored for youth and the general public

Governments Engaging Youth Toolkit for School-Municipal Partnerships

- www.ca-ilg.org/geytoolkit
- How to start/scale an effective outcome-based partnership
- Models, curriculum, templates to adapt for district use

Innovative Pathways to Public Service Collaborative

- <http://pathways2publicservice.org/>
- Information and resources about the six-county collaborative focused on the public sector workforce

Current Public Sector Landscape



15% of all jobs in California are in the Public Sector

1.7 million jobs in local government

25% of local agency employees are 55 or older

Strategies and Solutions



Cal-ICMA's Talent Initiative outlines the following:

Local agencies need talent development strategies for incumbent workers and new employees

For existing employees, strategies include:

- Stay interviews
- Flexible schedules
- Rotational assignments to grow skillsets

For new employees:

- Eliminate minimum qualifications
- Change job announcements and describe the impact of the work
- Change the timing of the recruitment process

Apprenticeship: Adaptable Strategy



- Apprenticeship is a strategy that benefits the employee, the agency, and the partnership
- Apprenticeship can meet the public sector's diverse needs with tailored approaches



Today's Presenters



Corinna Pereira
West Hills Community
College District



Marisa Trejo
City Manager
City of Coalinga



Laura Thompson
Strategic Advisor
Division of Apprenticeship
Standards, State of California



State of California

Department of Industrial Relations

Apprenticeship and Workforce Innovation



Laura Thompson - Strategic Business Advisor

California: The Apprenticeship Powerhouse

- 94,118 Registered Apprentices
- 71 Registered Pre-apprentices
- 36,000 Participating Employers
- 1,300 Training Programs Statewide
- 300+ Active Educational Institutions
- 8,000 State Apprentices Graduate Annually



The Apprenticeship Landscape

Evolution of a Time-Tested Model



Information Technology

- **IBM**
 - Mainframe Administrator
 - Application Developer
 - Software Engineer
- **Amazon**
 - Mechatronics and Robotics
- **SONY**
 - Data Scientist
 - IT Sales and Marketing Specialists
- **SAP**
 - Software Engineer
- **Cyber Security**
 - Palo Alto Networks, Inc.
 - SF Int'l Airport
 - Adaptive, LLC
- **SLO Partners**
 - Network Security Administrator
 - Cloud Operations Specialist
 - Web Developer



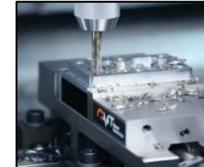
Healthcare

- **Kaiser**
 - Surgical Technician
 - Sterile Processing Technician
 - Ambulatory Coder
- **Dignity Health**
 - Clinical Lab Scientist
 - Medical Coder
- **Sutter Health**
 - Health Facility Technician
- **CCHCS LVN to RN**
 - Delta College
 - Sacramento City College
 - Riverside Community College
- **California Community Health Clinics**
- **Bay Area Consortium**
 - Medical Assistant



Civil Service

- **State of California**
 - Cyber Security
 - Information Technology Associate
 - LVN to RN
 - Financial Services
 - Youth / Disabled
 - Staff Services Analyst
 - Building Manager
- **San Joaquin County**
 - Information Technology
 - Legal Assistant
 - Paralegal
- **Yuba County**
 - Youth Apprenticeship
 - Information Technology Associate
- **Los Angeles County**
 - Various Occupations
- **San Diego County**



Advanced Manufacturing

- **Tesla**
 - Tool & Die Specialist
- **E. & J. Gallo Winery**
 - Maintenance Mechanic
 - Winery Technician
 - Industrial Manufacturing Technician
 - Advanced Material Handler

Objectives for Public Sector

- Develop long term community partnerships for recruitment, work-based learning opportunities
- Develop pathways for training and promoting existing staff
- Diversity practices, resources and culture



Employer Benefits



Skilled Workforce
Recruit and Develop a
Pipeline of Skilled
Workers



Financial
Improve Productivity,
Profitability, and
Provides Access to
State/Federal Funding



Trust
Instills Loyalty in
Employees = High
Retention Rates



Cost
Reduces Recruitment
and High Turnover Costs



Customization
Build your Program to
Meet your Specific
Operational Needs

Benefits to the Apprentice

- Opportunity to Earn While Your Learn
- Regular Pay Increases
- Lifelong Skills
- Free or Low-Cost Education
- Certifies an Individual is at Full Performance Level of the Occupation
- State and Nationally-Recognized Credential

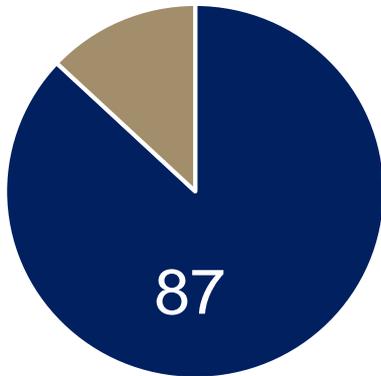
“94% of employees say that they would stay at a company longer if it invested in their career development.”

**Source: LinkedIn 2018 Workplace Learning Report*

Return on Investment (ROI)

Registered Apprenticeship Advantage Employer Directed, Flexible System that Delivers Results

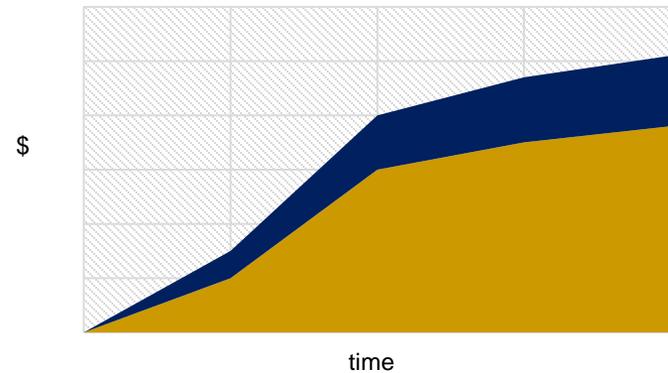
Strong Outcomes



Percent of apprentices are employed after completing their certification training

Lasting Impact

Apprentices who have successfully completed registered apprenticeship program earn \$300K more in lifetime earnings than their peers



*Source: An effectiveness assessment and Cost-benefit analysis of registered apprenticeship in to State, Mathematica Policy Research 2012

State of California Financial Services Apprenticeship Program

“The aim of this program is to create a talent pool of highly-skilled workers for California's Tax Examiner, Collector, and Revenue Agent, Accountant, and Auditor occupations.”



“... In establishing this program, we are creating a sustainable financial services professional pathway that provides our members upward mobility opportunities in occupations which have significant shortages and are projected to grow exponentially in coming years.” – SEIU Local 1000

The program is the first of its kind.

Participating State Departments

- California Government Operations Agency
- Employment Development Department
- Department of Justice
- Department of Rehabilitation
- California Department of Tax and Fee Administration

Local Educational Agency Partner

- American River College

Funding Stream

- Funded through the California Apprenticeship Initiative (CAI) Grant

Occupations

- Tax Examiners, Collectors, and Revenue Agents
O*Net Code: 13-2081.00
Term: Year. OJT: 4,000hrs. RSI: 432Hrs
- Accountants
O*Net Code: 13-2011.01
Term: 2 Year. OJT: 4,000hrs. RSI: 432Hrs
- Auditors
O*Net Code: 13-2011.02
Term: 2 Year. OJT: 4,000hrs. RSI: 432Hrs

San Joaquin County Apprenticeship Program



Participating Employer

- County of San Joaquin

Local Educational Agency Partner

- San Joaquin Delta College

Funding Stream

- Funded through the California Apprenticeship Initiative (CAI) Grant

Occupations

- Information Systems Specialist I
O*Net Code: 15-1151.00
Minimum Qualifications: 60 Semester Units,
1 Year Experience, IT Certificate
- Paralegal
O*Net Code: 23-2011.00
In development



Potential Funding Opportunities

Potential Classroom Instruction Funding



Apprenticeship Grants

- California Apprenticeship Initiative (CAI) Grant
- Apprenticeships: Closing the Skills Gap



Related and Supplemental Instruction

- Montoya Funds
- FTES - Full Time Equivalent Student (Apportionment)

Potential Employer Funding



Workforce Innovation and Opportunities Act (WIOA)

- Support OJT training components
- Pay for cost of related classroom instruction

Connect with Us

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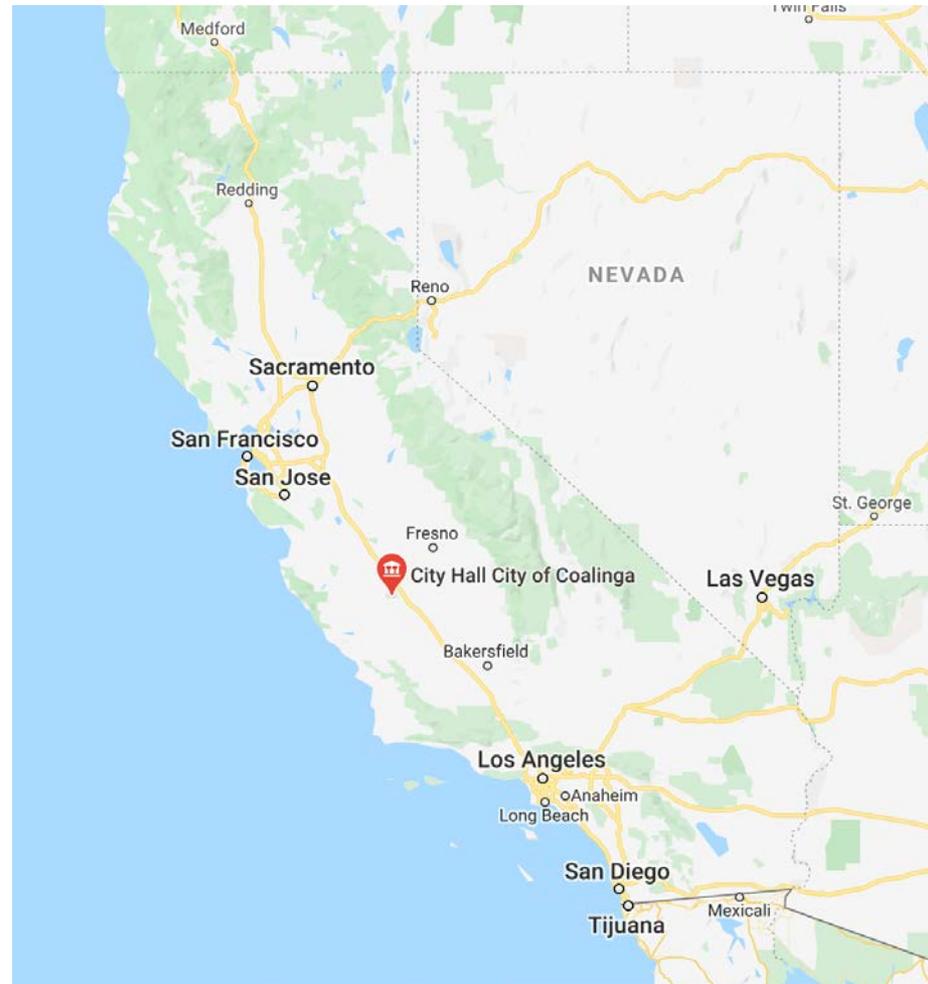
HEADQUARTERS

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OAKLAND, CA 94612





**MARISSA TREJO
CITY MANAGER
CITY OF COALINGA**



About Coalinga

- **Population of over 13,000 residents**
- **Full-service city**
- **Near Interstate 5 in the Central Valley**
- **Community assets include:**
 - West Hills Community College
 - Community hospital
 - Library
 - Municipal airport
 - Parks and Recreation District
 - Two major state facilities (Pleasant Valley State Prison and Coalinga State Hospital)



Challenges & Barriers



Finding Skilled
Workforce

Hiring Process

Training for
Needed Skills

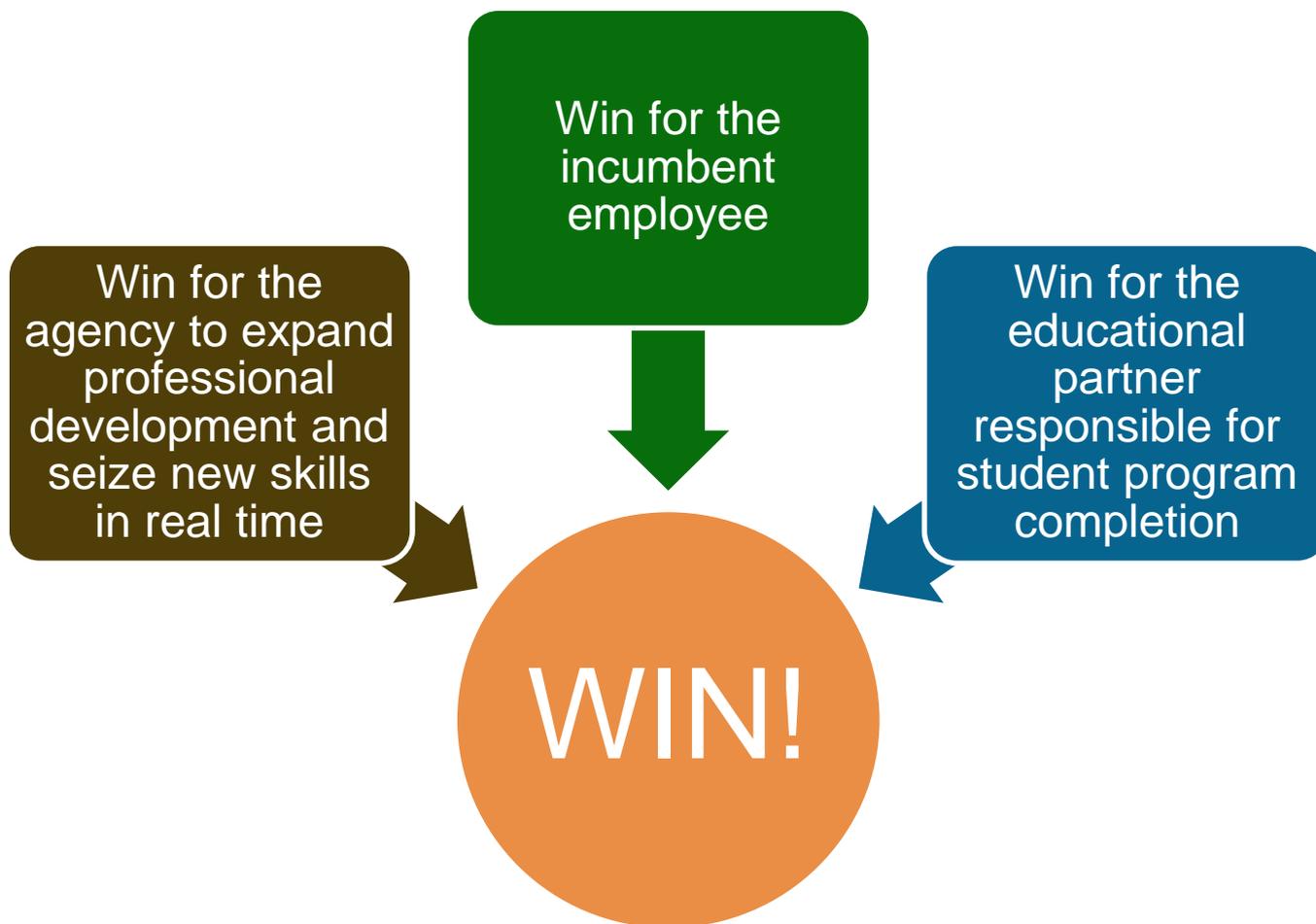
Rural City, Limited
Staff Capacity

Human Resources Analyst Apprenticeship



- Partnership with West Hills Community College
- Engaged Employee in Opportunity to Increase Skills and Pay
- Online Curriculum and Training Provided Real-Time Increases in Productivity
- Satisfied Employee and Agency Morale Boost
- Expansion to Additional Positions

Apprenticeship as a Win-Win-Win Solution





WEST HILLS
COMMUNITY COLLEGE DISTRICT

CORINNA PEREIRA
WEST HILLS COMMUNITY COLLEGE DISTRICT

5 Steps To Starting An Apprenticeship

Determine Organizational Needs



Establish Internal Training Committee



Identify Educational Partners

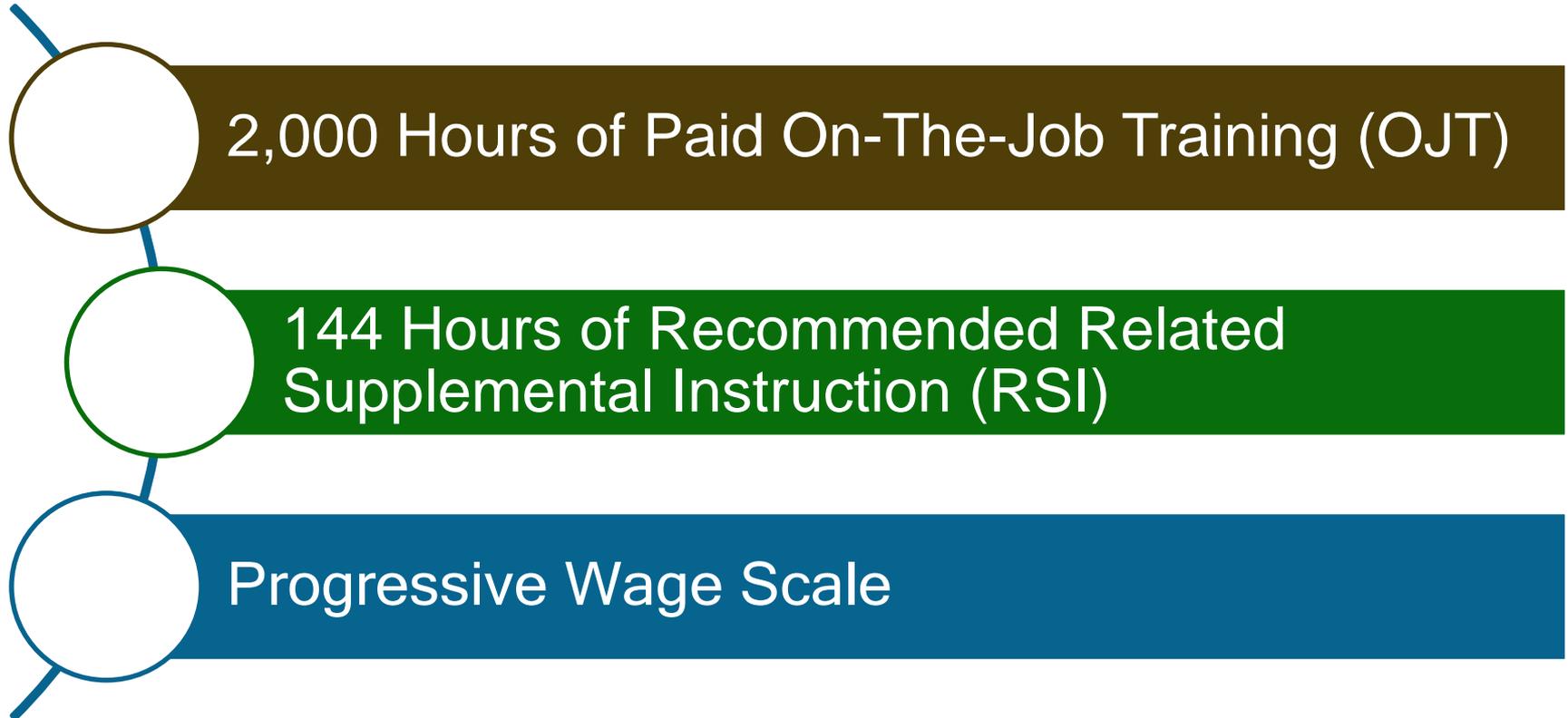


Establish Apprenticeship Standards



Submit for Approval

Apprenticeship Framework



Apprenticeship Program Standards

Articles that Define the Program's Policies

List of Committee Members

Wage Progression Scale

Instruction/Course Outline

Work Processes Framework

Employer's Apprentice Selection Procedures

Local Education Agency Commitment Letter

Local Education Agency: Critical Partner for Apprenticeship



College Districts

- West Hills CCD
- San Diego CCD
- Foothill-De Anza CCD

County Offices of Education

- Butte COE
- San Joaquin COE
- San Luis COE

Adult Schools

- Ventura Adult
- Palo Alto Adult
- Castro Valley Adult

Unified School Districts

- Fresno USD
- Pleasanton USD
- Los Angeles USD

Community Colleges

- Norco College
- Bakersfield College
- American River College

Types of Instruction

Modalities

- Online
- Face-to-face
- Laboratory
- Correspondence
- Hybrid Model

Accreditation

- For Credit
- Noncredit
- Not-for-credit
- A combination
- Prior training credit

Keys to a Successful Apprenticeship



A Champion

- Leadership -- within your Agency or Department -- designating internal supervisors and/or managers to initiate apprenticeship program development

A Training Committee

- Chosen leaders -- acting as program ambassadors -- who originate and oversee apprenticeship program standards
- Assess program outcomes, resolve challenges
- Draft, adopt, and revise program rules and regulations
- Draft, adopt, and submit any changes to courses, training, wages, etc.

An Administrator

- Monitors program compliance
- Acts as apprentice/committee liaison
- Schedules training committee meetings
- Ensures apprentices are registered with the DAS
- Assists apprentices in enrolling in designated courses
- Tracks apprentice on-the-job training hours (work processes)

Questions & Answers



More Apprenticeship & Talent Development Resources

Division of Apprenticeship Standards

- <https://www.dir.ca.gov/das/das.html>

West Hills Community College District

- <https://westhillscollege.com/employers/westside-works/>

Cal-ICMA's Talent Initiative

- <https://icma.org/cal-icma/talentinitiative>

Western City Magazine Article

- <https://www.westerncity.com/article/filling-workforce-pipeline-targeted-solutions-address-critical-needs>

Civics Education & Workforce: *ILG Resources for Local Government*

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