

REVISION OF APPROVED STANDARDS

15 AUG 20 AM 8:54

DAS File No.:	05104
District No.:	16
X	JAC Standards
	Unilateral
	VA

Employer# 1000014464

1. Name of Committee MTS Transit Services JOINT APPRENTICESHIP COMMITTEE			
2. Area Covered by Standards SAN DIEGO COUNTY			
3. Committee Address - Street Address, City & Zip Code 100 16th STREET, SAN DIEGO, CA 92101 (PO BOX 122511 SAN DIEGO, CA 92112-2		Telephone No. 619-238-0100 x6410	
4. Occupation General Mechanic Electronics Technician Body Shop Mechanic		O*Net Code 49-3031.00 49-2022.00T 49-3021.00	
5. ACTION	☐ Revision of Journeyman Wages	☐ Revision of Area	☐ Revision of Other Compensation
	☐ Revision of Apprentice Rates	☐ Revision of Ratio	☐ Revision of Selection Procedures
	☐ Revision of Work Processes	Effective Date of This Action: 06-01-2015	
	☒ Other Revision or Addition: FULL REVISION OF STANDARDS		
6. Related Instruction 144 Hours Per Year		7. School San Diego City College	
8. Present Journeyman Wage see attached Per hour		9. Effective Date of Journeyman Wage see attached wage sheets for three occupations. 4/6/2014	
10. Apprentice or Trainee Wage Scale (indicate amount of time [hours, weeks or months] and percent of journeyman wage or dollar amount.)			
1st Per	See attached	5th Per	
2nd Per		6th Per	
3rd Per		7th Per	
4th Per		8th Per	
11. Overtime Provisions See attached FULL REVISION of STANDARDS			
12. Straight Time Hours Per Day: 8 Per Week: 40		14. Work Processes Approx. Hours FULL REVISION OF STANDARDS (see attachments) Work Processes for three occupations Wage Schedule and Work Processes: See Attachments A, B, C Attachment D (Bid notice sample.) Signature Pages 9 and 16	
13. Other Compensation		Eff. Date	
		Hr/Mo.	Hr/Mo.
A. Health & Welfare	\$		\$
B. Pension	\$		\$
C. Vacation	\$		\$
D. Apprentice Funds	\$		\$
E. Other (Specify)	\$		\$
Total	\$		\$
15. Remarks: See Attached			

Name changed from "San Diego Transit Services Joint Apprenticeship Committee" to
"MTS Transit Services Joint Apprenticeship Committee"

CERTIFIED AS CORRECT:

Signature - Apprenticeship Consultant <i>Carmel G. Stamos</i>	Date 7/20/2015	Signature - Committee Sec. Or Chair (Cross out one) <i>[Signature]</i>	Date 7/13/15
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These Revisions are hereby made a part of and supersede provisions of standards previously approved.

Approved - Chief, Division of Apprenticeship Standards <i>[Signature]</i>	Date Approved 10/19/15
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Apprenticeship Standards

for the

**MTS Transit Services
Joint Apprenticeship Training Committee
San Diego**

File #05104

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District No: 16
File No: 05104
V.A: No
Employer No. 1000014464

APPRENTICESHIP STANDARDS
for the
MTS Transit Services
Joint Apprenticeship Training Committee
San Diego

▲ **ARTICLE I** **PURPOSE AND POLICY**

The parties hereto declare it to be their purpose and policy to establish an organized, planned system of apprenticeship, conducted as a joint labor and management association undertaking. These standards have, therefore, been adopted and agreed upon under the Shelley-Maloney Apprentice Labor Standards Act of 1939, as amended, to govern the employment and training of apprentices in the trade, craft or occupation defined herein, to become effective upon their approval.

▲ **ARTICLE II** **OCCUPATION**

<u>General Mechanic</u>	O*NET: 49-3031-00
<u>Electronics Technician</u>	O*NET: 49-2022-00T
<u>Body Shop Mechanic</u>	O*NET: 49-3021-00

▲ **ARTICLE III** **ORGANIZATION**

There is hereby established the above named Apprenticeship Committee, covering the county of **San Diego** consisting of six (6) members, three (3) of whom shall be selected by and represent the employer organization(s) signatory hereto, and three (3) of whom shall be selected by and represent the employee organization signatory hereto, and one (1) apprenticeship consultant representing the Division of Apprenticeship Standards. In addition thereto, there shall be one advisor from the local school district(s) and such other advisors as the committee shall determine. Such advisors and the apprenticeship consultant shall act without vote.

▲ **ARTICLE IV** **JURISDICTION**

These standards shall apply to the employer and employee organizations signatory hereto; their members, to other employers who subscribe hereto or who are party to a collective bargaining agreement with an employee organization(s) signatory hereto, and to all apprentice agreements hereunder.

▲ ARTICLE V FUNCTIONS

The functions of the apprenticeship committee shall be to:

1. develop an efficient program of apprenticeship through systematic on-the-job training with related and supplemental instruction and periodic evaluation of each apprentice;
2. make periodic evaluations of the progress of each apprentice's on-the-job training and related and supplemental instruction;
3. establish a mechanism to be used for the rotation of the apprentice from work process to work process to assure the apprentice complete training;
4. ensure mobility between work stations when essential to provide exposure and training in various work processes;
5. serve in an advisory capacity with employers and employees in matters pertaining to these standards;
6. aid in the adjustment of apprenticeship disputes;
7. develop fair and impartial selection procedures and an affirmative action plan in accordance with existing laws and regulations, and to apply them uniformly in the selection of applicants for apprenticeship. The selection procedures and affirmative action plan are included herein Article XX; Addendum "A".

▲ ARTICLE VI RESPONSIBILITIES

The responsibilities of the apprenticeship committee shall be to:

1. supervise the administration and enforcement of these standards;
2. adopt such rules and regulations as are necessary to govern the program provided, however, that the rules and regulations do not conflict with these standards;
3. oversee the program's ability, including financial ability, and commitment to meet and carry out its responsibilities under the federal and state law and regulations applicable to the apprenticeable occupation and for the welfare of the apprentice;
4. conduct orientations, workshops or other educational session for employers to explain the apprenticeship program's standards and the operation of the apprenticeship program;
5. pass upon the qualification of employers under its jurisdiction and, when appropriate, to suspend or withdraw approval;
6. conduct on-going evaluation of the interest and capacity of employers to participate in apprenticeship program and to train apprentices on the job;
7. determine if an employer has safe work site facilities, skilled workers as trainers at the work site, and equipment sufficient to train apprentices;

▲ ARTICLE VI RESPONSIBILITIES (CONT.)

8. pass upon the qualifications of apprentice applicants;
9. file a signed copy of each apprentice agreement with the Secretary of the California Apprenticeship Council, with copies to all parties to the agreement.
10. establish and maintain a record system for on-the-job training and related instruction;
11. use every effort to keep the apprentice employed in a reasonably continuous manner and adequately instructed;
12. provide disciplinary procedures for apprentices and including provisions for fair hearings;
13. adopt changes to these standards, as necessary, subject to the approval of the parties hereto and the Chief of the Division of Apprenticeship Standards;
14. training in the recognition of illegal discrimination and sexual harassment;
15. each apprenticeship program shall annually prepare and submit a Self-Assessment Review as well as a Program Improvement Plan to the Chief DAS.;
16. participate in the development of, and/or comply with approved industry training criteria;
17. insure there is meaningful representation of the interests of apprentices in the management of the program;

▲ ARTICLE VII DEFINITION OF AN APPRENTICE

An apprentice is a person at least 18 years of age who has met the requirements for selection under the selection procedures, who is engaged in learning a designated trade and who has entered into a written apprentice agreement under the provisions of these standards.

▲ ARTICLE VIII DUTIES OF AN APPRENTICE

Each apprentice shall satisfactorily perform all work and learning assignments, both On-the-Job Training (OJT) and Related and Supplemental Instruction (RSI), and shall comply with the program Rules and Regulations and decisions of the Apprenticeship Committee.

▲ ARTICLE IX APPRENTICE AGREEMENT

1. Each apprentice agreement shall conform to the State law governing apprentice agreements, and shall be signed by the employer or by the apprenticeship committee and by the apprentices and must be approved by the Apprenticeship Committee.
2. Each apprentice shall be furnished a copy of or be given an opportunity to study these standards before indenture. These standards shall be considered a part of the apprentice agreement as though expressly written therein.

▲ ARTICLE X TERMINATION AND TRANSFER OF AGREEMENTS

1. During the probationary period, an apprentice agreement shall be terminated by the Apprenticeship Committee at the request in writing of either party; after such probationary period an apprentice agreement may be terminated by the Administrator by mutual agreement of all the parties thereto or cancelled by the Administrator for good and sufficient reason.
2. If an employer is unable to fulfill the obligation to train under any apprentice agreement or in the event of a layoff, the apprenticeship committee may, with the approval of the Administrator, transfer such agreement to any other employer if the apprentice consents and such other employer agree to assume the obligation of said apprentice agreement.

▲ ARTICLE XI RELATED AND SUPPLEMENTAL INSTRUCTION

1. Apprentices shall satisfactorily complete prescribed courses of Related and Supplemental Instruction (RSI), which will be at a minimum of: 156 hours per year for General Mechanic, 207 hours per year for Electronics Technician, and 144 hours per year for Body Shop Mechanic provided by the San Diego Community College District.

(SEE ADDENDUM "B" (LEA LETTER OF INTENT AND APPROVED COURSE OUTLINES))

2. Required school time shall not be compensated.

▲ ARTICLE XII LAY-OFF

1. If for any reason a lay-off of an apprentice occurs, the apprentice agreement shall remain in effect unless cancelled by the Administrator. However, credit for related instruction shall be given when the apprentice continues such instruction during the lay-off.
2. There shall be no liability on the part of the employer or the program sponsor for an injury sustained by an apprentice engaged in school work at a time when the apprentice is unemployed.

▲ ARTICLE XIII CONTROVERSIES

All controversies or differences concerning apprentice agreements that cannot be adjusted locally by the apprenticeship committee shall be submitted to the Administrator for determination.

▲ ARTICLE XIV TERM OF APPRENTICESHIP

The term of apprenticeship shall be:

General Mechanic	7,200 hours, within 4 years
Electronics Technician	7,200 hours, within 4 years
Body Shop Mechanic	5,500 hours, within 3 years

The first 1,000 hours and 72 hours of RSI shall be a tryout or probationary period. Apprentice positions are designated and hired from within MTS Transit "Servicer" positions.

▲ ARTICLE XV RATIO

The ratio for Body Shop Mechanic, General Mechanic, and Electronics Technician apprentices shall be one (1) apprentice for every one (1) journeyman employed.

▲ ARTICLE XVI WAGE SCHEDULE:

General Mechanic	SEE ATTACHMENT A
Electronics Technician	SEE ATTACHMENT B
Body Shop Mechanic	SEE ATTACHMENT C

Advancement Schedule:

To advance from one period to the next the apprentice shall have met the following requirements:

- A. shall have satisfactorily completed the indicated on-the-job work hours;
- B. shall have satisfactorily completed the indicated months in the program;
- C. shall have satisfactorily completed the indicated related and supplemental instruction school hours.

Straight time hours per day 8 per week 40 .

Overtime provisions:

Overtime shall be paid at no less than one and one half (1-½) times the hourly rate of pay in excess of eight (8) hours per day. Overtime must be paid for hours in excess of forty (40) hours in one (1) week. Double time is to be paid for hours worked on Sunday and Union Holidays. All time worked on Sunday and Holidays shall be paid at twice the hourly rate. All other overtime shall be paid at one and one half (1-½) times the hourly rate.

The workday and workweek and all other conditions of employment for apprentices shall conform to all applicable laws and regulations. Overtime shall not be allowed if it will interfere with Related and Supplemental Instruction (RSI) or be detrimental to the health and safety of the apprentice.

▲ ARTICLE XVII

WORK TRAINING – ON THE JOB TRAINING (OJT)

1. The employer shall see that all apprentices are under the supervision of a qualified journeyman or instructor and shall provide the necessary diversified experience and training in order to train and develop the apprentice into a skilled worker, proficient in all the work processes of a trade as outlined herein. Apprentices shall also be trained in the use of new equipment, materials and processes as they come into use in the occupation.
2. The major work processes in which apprentices will be trained (although not necessarily in the order listed) and the approximate hours (not necessarily continuous) to be spent on each are as follows:

General Mechanic	SEE ATTACHMENT A
Electronics Technician	SEE ATTACHMENT B
Body Shop Mechanic	SEE ATTACHMENT C

▲ ARTICLE XVIII SAFETY & HEALTH AND RECOGNITION OF ILLEGAL DISCRIMINATION AND SEXUAL HARASSMENT

1. Each apprentice shall receive training and education in first aid, safe-working practices and in the recognition of occupational health and safety hazards.
2. Each apprentice shall receive training in the recognition of illegal discrimination and sexual harassment.

▲ ARTICLE XIX CERTIFICATE OF COMPLETION

1. Upon evidence of satisfactory completion of apprenticeship, and upon the recommendation of the apprenticeship committee, each apprentice will be issued a Certificate of Completion by the authority of the California Apprenticeship Council.
2. In recognition of unusual ability and progress, the apprenticeship committee may decrease the term of apprenticeship for an individual apprentice not more than twelve and one-half (12-½) percent.
3. Upon evidence, in addition to previous On-the-Job Training and Related and Supplemental Instruction which is of an approved nature, the apprentice shall have completed not less than an additional six (6) months of training under the laws of the State of California.

▲ ARTICLE XX CALIFORNIA PLAN FOR EQUAL OPPORTUNITY IN APPRENTICESHIP (SEE ADDENDUM "A")

**MTS Transit Services
Joint Apprenticeship Training Committee
San Diego**

▲ The foregoing standards are hereby agreed to and adopted on July 10, 2015

Date

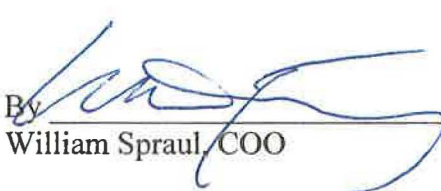
Employer Organization

MTS Transit Services
P.O. Box 122511
San Diego, CA 92112-2511
William Spraul
Chief Operating Officer

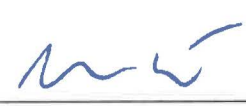
Employee Organization

International Brotherhood of
Electrical Workers Local 465
7444 Trade Street
San Diego, CA 92121-3413
Raul "Kiko" Diaz
Business Representative

15 AUG 20 AM 8:54

By 

William Spraul, COO

By 

Raul "Kiko" Diaz; Business Representative

The foregoing apprenticeship standards, being in conformity with the rules and regulations of the California Apprenticeship Council, the California Code of Regulations, and applicable Federal Regulations are hereby approved on October 19, 2015.

Date


Diane Ravnik, Chief
Division of Apprenticeship Standards

RECEIVED
OCT 24 2015
DAS SAN DIEGO

**MTS TRANSIT SERVICES
JOINT APPRENTICESHIP TRAINING COMMITTEE
San Diego**

COMMITTEE MEMBERS

100 16TH STREET
P.O. BOX 122511
SAN DIEGO, CA 92112-2511

Name: Julio Ortiz	Name: Raul "Kiko" Diaz; IBEW Local no. 465
Address: 100 16 th Street	Address: 7444 Trade Street
City, Zip: San Diego, CA 92101	City, Zip: San Diego, CA 92121-3413
Ph#: 619 238-0100 x6500	Ph#:
Name: Stephen Johnson	Name: Jose Llamas; IBEW Local no. 465
Address: 100 16 th Street	Address: 7444 Trade Street
City, Zip: San Diego, CA 92101	City, Zip: San Diego, CA 92121-3413
Ph#: 619 238-0100 x6410	Ph#:
Name: Daniel Fitz-Gerald	Name: Wesley Wells; IBEW Local no.465
Address: 100 16 th Street	Address: 7444 Trade Street
City, Zip: San Diego, CA 92101	City, Zip: San Diego, CA 92121-3413
Ph#: 619 238-0100 x7317	Ph#:

ADVISORS

San Diego Community College District

Randall A. Barnes; Dean, School of Business
San Diego Community College District
1313 Park Boulevard
San Diego, CA 92101-4787

DIVISION OF APPRENTICESHIP STANDARDS

Carrie R. Stanonis, Apprenticeship Consultant
Division of Apprenticeship Standards
7575 Metropolitan Dr, Suite 209
San Diego, CA 92108
Ph. 619-767-2045
Fax. 619-767-2049

DISTRICT #: 16
DAS FILE #: 05104
VA: NO
Emp. No. 1000014464

APPRENTICESHIP STANDARDS
for the
MTS TRANSIT SERVICES
JOINT APPRENTICESHIP TRAINING COMMITTEE

ADDENDUM "A"

ARTICLE XX

**CALIFORNIA PLAN FOR EQUAL
OPPORTUNITY IN APPRENTICESHIP**

Addendum "A"

MTS TRANSIT SERVICES JOINT APPRENTICESHIP TRAINING COMMITTEE

ARTICLE XX California Plan for Equal Opportunity in Apprenticeship

Occupation(s):

<u>General Mechanic</u>	<u>O*NET: 49-3031-00</u>
<u>Electronics Technician</u>	<u>O*NET: 49-2022-00T</u>
<u>Body Shop Mechanic</u>	<u>O*NET: 49-3021-00</u>

Recruitment Area Covered By Standards: San Diego County

Approved Statistical Area for Recruitment: San Diego County

The above-named Program Sponsor, in accordance with the California Plan for Equal Opportunity in Apprenticeship, declares the following to be its selection procedures.

- I. Pledge: The program sponsor affirms that the recruitment, selection, employment, and training of apprentices during their apprenticeship shall be without discrimination because of race, color, religion, national origin, or sex. The sponsor will take affirmative action to provide equal opportunity for both minorities and women and will operate the program as required under Title 29 of the Code of Federal Regulations, Part 30 and equal employment opportunity regulation of the State of California.
- II. Dissemination of Information: Information will be disseminated in our area of jurisdiction to the following:

A. Employment Development Department;

California Employment Development Department
1354 Front Street
San Diego, CA 92101

**B. Department of Industrial Relations
Division of Apprenticeship Standards**

7575 Metropolitan Drive, suite 209
San Diego, CA 92108-4424

C. Office of Apprenticeship Training, Employer and Labor Services

U.S. Department of Labor
90-7th Street, Suite 17-100, San Francisco, CA 94103

D. County Superintendent of Schools

6401 Linda Vista Road
San Diego, CA 92111
(619) 725-8000

E. Community Colleges

San Diego Community College District
3375 Camino del Rio South, Suite 335
San Diego, CA 92108-3883

F. Other Outreach, minority organizations and Women's groups that can be used to recruit and refer applicants to help meet sponsor's goals and timetables.

MTS Transit Human Resources

III. Affirmative Action Program: We will engage in outreach and positive recruitment activities which will increase minority and women's participation in our area as follows:

- A. Recruit through advertisements online on CareerBuilder, LinkedIn, Craigslist, TransitTalent, Monster, and Facebook Websites.
- B. In partnership with CareerBuilder's diversity program and various other local diversity programs via e-mail. Ongoing.
- C. Disseminate information within the industry including sponsors and union representatives to acquaint all involved with the goals of the apprenticeship program and to effect cooperation, four times per year.

IV. Written Applications and Bid Notice Posting:

See ATTACHMENT D: MTS BID NOTICE

All applicants will be required to be currently employed with the San Diego MTS Transit Services. Applicants will sign a posted open position bid from the internal bulletin boards posted at various locations at the Maintenance Department: MTS Bus Operations Maintenance Department; 100 16th Street, San Diego, CA 92101 (See section V. D. "Accuplacer" passing test results will be verified and interviews will be scheduled for qualified bidders.)

V. **Selection of Apprentice Applicant:** Applicants will be selected by Selection Method #3

- A. Minimum age of all applicants: 18 years
- B. Educational Prerequisite for Entry: High School Diploma/GED/applicable Community College.
- C. Physical prerequisites: Physical exam may be required at no expense to the applicant.
- D. Written tests: Applicants to the Program shall pass the "Accuplacer" college level assessment test given by the San Diego Community College District. The minimum test scores for General Mechanic and Body Shop programs are Reading 40, Writing 40 and Math 30. The minimum test scores for the Electronics Technician program are Reading 50, Writing 50 and Math 40.
- E. Oral Interview:
Upon successful completion of the written test, the Joint Apprenticeship Training Committee will interview those applicants that pass. These factors will be brought out in the oral interview:

1. Motivation	0-20 points
2. Character	0-20 points
3. Attitude	0-20 points
4. Judgment	0-20 points
5. Confidence	0-20 points

Applicants must achieve a score of 75% or better for the Oral Interview to be considered for the Apprenticeship Program. All applicants will be notified in writing of Acceptance or Rejection. If rejected, reasons for rejections will be stated.

- F. A ranked and rated pool of eligible applicants subject to selection will be established and maintained for two (2) years as follows:

A new listing is established when a new applicant submits test results or when apprentices are indentured into the program.

Applicants are required to keep their current address and phone number on file with the program sponsor to receive all notifications.

Applicants will be notified in writing if rejected, the reasons will be stated.

Applicants will be notified in writing before the eligibility list is abolished.

- G. Applicant's prior work experience and training will be evaluated by the committee at the time of indenture, and appropriate credit will be given toward apprenticeship completion.

VI. Goals and Timetables:

Total Population in Area 2,813,833 as of 2000 census.

Percent of Females in the Work Force:	44.0 %
Goals for Intake of Females:	22.0 %

MINORITIES (MEN AND WOMEN)

<u>Ethnic Group</u>	<u>Goals % of Total Active</u>
Black (Not Hispanic)	5.8%
Asian & Pacific Islander	4.8%
American Indian & Alaskan Native	0.8%
Filipino	5.1%
Hispanic	26.7%
TOTAL MINORITIES	43.2%

VII. Records:

Records will be maintained for five years and kept at:

MTS Human Resources
1255 Imperial Ave., Suite 900
San Diego, CA 92101

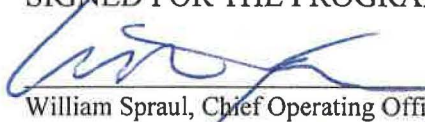
VIII.

Program sponsor will submit an annual compliance report to the Division of Apprenticeship Standards at such time as requested by the Division.

This Addendum to the Standards is submitted for approval of the Chief, Division of
Apprenticeship Standards as adopted on July 10, 2015.

Date

SIGNED FOR THE PROGRAM SPONSOR:


William Spraul, Chief Operating Officer, MTS Transit Services

7/30/15
Date


Carrie R. Stanonis, Apprenticeship Consultant

8/4/2015
Date

15 AUG 20 AM 8:15

The foregoing Addendum to the Standards, being in conformity with the rules and
regulations of the California Apprenticeship Council, the California Code of Regulations, and
applicable Federal Regulations are hereby approved on October 19, 2015.

Date


Diane Ravnik, Chief
Division of Apprenticeship Standards

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OCT 24 2015
DAS SAN DIEGO

DISTRICT #: 16
DAS FILE #: 05104
VA: NO

APPRENTICESHIP STANDARDS
for the
MTS TRANSIT SERVICES
JOINT APPRENTICESHIP TRAINING
COMMITTEE
San Diego



ADDENDUM "B"

**LEA LETTER OF INTENT
AND
APPROVED COURSE OUTLINES**



SAN DIEGO CITY COLLEGE

1313 Park Boulevard
San Diego, California 92101-4787
619-388-3400

15 AUG 20 AM 9:00

Office of the Vice President, Instruction

619-388-3523

FAX 619-388-3518

June 1, 2015

Carrie Stanonis, Apprenticeship Consultant
Department of Industrial Relations
Division of Apprenticeship Standards
7575 Metropolitan Drive, suite 209
San Diego, CA 92108

Dear Carrie,

Related and Supplemental Instruction for the MTS Transit Services Joint Apprenticeship Training Committee Apprenticeship programs will be conducted through the San Diego Community College District. Instruction for the General Mechanic, Electronics Technician, and Body Shop Mechanic will be held at San Diego City College, San Diego Miramar College, and San Diego Continuing Education. Courses for these programs are expected to be scheduled on a regular basis for the foreseeable future.

Please contact me if you need additional information.

Sincerely,

A handwritten signature in dark ink, appearing to read 'Randall Barnes'.

Randall A. Barnes, Ed.D.
Vice President of Instruction

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JUN 04 2015
DAS SAN DIEGO

Related and Supplemental Instruction
MTS Transit Services Joint Apprenticeship Program
San Diego City College
Course Descriptions

Course Number	Name of Course	Hours per week	Weeks per Semester	Semesters per Year	Hours per Year
Math 096	Intermediate Algebra and Geometry	5	18	1	90

Intermediate Algebra and Geometry serves as the foundation for the other math courses and is the second of a two-semester integrated sequence in algebra and geometry. This course covers rational, radicals, and quadratic equations; conic sections; systems of equations and inequalities; exponential and logarithmic functions; sequences and series; solid geometry; and an introduction to trigonometric functions. The course will also include application problems involving the topics covered. This course is the prerequisite for all transferable mathematics courses.

Electronic Systems 123	Introduction to Digital Circuits	3	18	1	54
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This course is an introduction to digital technology with an emphasis on understanding, constructing and troubleshooting integrated circuits. Course content includes number systems and codes, truth tables, Boolean functions, combinatorial logic, registers, counters and device characteristics.

Electronic Systems 123L	Digital Circuits Laboratory	3	18	1	54
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This laboratory course is designed to demonstrate the concepts studied in Electronics Systems 123 and to familiarize students with a variety of digital electronic components and circuits. Emphasis is placed on developing students' skills in designing, analyzing, and constructing simple logic circuits including basic digital blocks, combinational networks and sequential networks.

Electronic Systems 124	Basic DC/AC Electronics	4	18	1	72
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This course is a study of basic electricity and electrical circuit concepts. Course content includes Ohm's and Kirchhoff's Laws, Superposition Theorem, Thevenin's and Norton's Theorems, direct current (DC) series and parallel circuits, the generation and nature of alternating current (AC), power, capacitance, inductance and magnetic circuits. Throughout the course, students apply the concepts of basic electronics to solve problems commonly found in industrial settings.

Electronic Systems 124L	Basic DC/AC Laboratory	3	18	1	54
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This laboratory course demonstrates the basic concepts of electricity and electrical circuits and familiarizes students with various electronic components and circuits. Course content is designed to develop students' skills in reading schematic diagrams, fabricating simple circuits and safely using basic test equipment for measuring and troubleshooting. Equipment used in this lab includes volt-ohm-amp meters, oscilloscopes, digital multimeters (DMMs), function generators and power supplies.

Electronic Systems 125	DC/AC Circuit Analysis with Pspice	4	18	1	72
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This course is a study of direct current and alternating current (DC/AC) electronic circuit analysis. Course material emphasizes circuit simulations on computers utilizing Pspice application to analyze current, voltage, resistance, capacitance, inductance, power and energy as well as series, parallel and combination circuits, network theorems, transformers, passive filters and response curves.

Course Number	Name of Course	Hours per week	Weeks per Semester	Semesters per Year	Hours per Year
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Electronic Systems 125L	DC/AC Circuit Analysis Laboratory	3	18	1	54
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This laboratory course demonstrates the basic concepts of computer-assisted direct current and alternating current (DC/AC) circuit analysis. Equipment used in this course includes microcomputers utilizing industry standard software applications (PSpice), volt-ohm-amp meters (VOMs), oscilloscopes, digital multimeters (DMMs), function generators and power supplies.

Electronic Systems 143	Semiconductor Devices	3	18	1	54
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This course is an introductory study of the characteristics and operation of semiconductor devices and their associated circuitry. Emphasis is placed on junction diodes, bipolar junction transistors, power supplies, feedback, linear integrates circuits (ICs), multistage amplifiers, push-pull amplifiers, junction field-effect transistors (JFETs), metal oxide semiconductor field-effect transistors (MOSFETs) and PSpice analysis.

Electronic Systems 143L	Semiconductor Devices Laboratory	4.5	18	1	81
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This laboratory course focuses on the theoretical concepts of electronic devices and circuits through practical experimentation, PSpice analysis and computer simulation. Course content and materials include circuit operation, testing, troubleshooting and measurement of diodes, transistors and field-effect transistors (FETs), the use of computer-aided engineering software, microcomputers, oscilloscopes, digital multimeters (DMMs), function generators and power supplies.

Electronic Systems 144	OP-AMPS, Sensors and Computers	3	18	1	54
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This course is a study of operational amplifier theory and circuit applications. Course content emphasizes sensors, transducers, data conversions and the associated circuitry necessary to condition outputs for interface to a computer. Applications to analog-to-digital and digital-to-analog conversions, optical sensors, displacement transducers and instrumentation devices are included. This course is designed as preparation for majors in the field of Electronics.

Electronic Systems 144L	OP-AMPS and Sensors Laboratory	4.5	18	1	81
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This course provides the laboratory component to the study of operational amplifier theory and circuit applications. Course content emphasizes sensors, transducers, data conversions and the associated circuitry necessary to condition outputs for interface to a computer. Applications to analog-to-digital and digital-to-analog conversions, optical sensors, displacement transducers and instrumentation devices are included. This course is designed as preparation for majors in the field of Electronics.

Electronic Systems 228	Communication Circuits and CET/NARTE Preparation	3	18	1	54
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This course is a study of basic communication theory and is designed to prepare students to take the Associate Electronics Technician (CET) and the 3rd Class Radio Telecommunications Technician (NARTE) examinations.

Electronic Systems 228L	Communication Circuits and Certification Laboratory	3	18	1	54
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This laboratory course is a verification of the basic concepts of communication theory and mastery of the basic electronic instruments used in industry. This course is designed to prepare students to take the Associate Electronics Technician (CET) and the 3rd Class Radio Telecommunications Technician (NARTE) examinations.

**MTS Transit Services
Joint Apprenticeship Training Committee
File # 05104
Body Shop Mechanic
Apprentice Program Course Outline**

Auto Body Refinishing Tech/AUTO 411A **200 Hours**

This open-entry/exit course provides instruction in current methods and practices for refinishing and painting used in the auto body and refinishing industry. This course includes guided practice in a work environment in sanding, masking, detailing, spot painting, complete body painting, collision repair and glass installation. Academic instruction is integrated in order to enhance the students' reading, writing, math, and communication skills, enabling them to interact successfully with future employers and customers.

Gas Metal Arc Welding (GMAW)/INDT 465 **76 Hours**

An open-entry/exit course providing instruction in the gas metal arc welding and flux cored welding processes, on ferrous and non-ferrous metals. Workplace skills including math, communications, and business ethics are integrated into the curriculum. Students successfully completing this course will be prepared for entry level and/or journeyman positions. American Welding Standards are used.

Gas Tungsten Arc Welding (GTAW)/INDT 466 **76 Hours**

An open-entry/exit course designed to provide instruction and applied techniques in the gas tungsten metal arc welding process on ferrous and non-ferrous sheet, tube, and pipe materials. Workplace skills including math, communications, and business ethics, are integrated into the curriculum. Students successfully completing this course will be prepared for entry level and/or journeyman positions. American Welding Standards are used.

Metal Arc, Oxy, and Flux Core/INDT 467 **80 Hours**

An open-entry/exit course providing basic instruction in the shielded metal arc welding (SMAW) process on carbon steel plate. Workplace skills including math, communications, and business ethics are integrated into the curriculum. Students successfully completing this course will be prepared for entry level and/or journeyman positions. American Welding Standards are used.

TOTAL: 432 Hours

MTS Transit Services
Joint Apprenticeship Training Committee
File #05104
Course Outline
General Mechanic O*Net: 49-3031-00

Course	Description	Hours
DIES 100	Introduction to Diesel Technology	36
DIES 101	Preventive Maintenance	72
DIES 102	HVAC	72
DIES 105	Math and Measuring	72
DIES 131	Alternative Fuels Engine Overhaul	108
DIES 135	Applied Failure Analysis	54
DIES 138	Electrical Systems	70
DIES 144	Electronics for Diesel Technology	70
DIES 155	Air Brake Systems	70
576 minimum hours required		624

**MTS Transit Services JAC
Joint Apprenticeship Committee
file# 05104**

ATTACHMENTS

Attachment A

General Mechanic (O*Net:49-3031-00) Work Processes and
Wage schedule

Attachment B

Electronics Technician (O*Net:49-2022-00T) Work Processes and
Wage schedule

Attachment C:

Body Shop Mechanic (O*Net:49-3021-00) Work Processes and
Wage schedule

Attachment D:

Bid Notice (sample)

Attachment E:

Statewide List for other outreach,
minority organizations, women's groups

Attachment A

District Number: 16
DAS File Number: 05104

Occupation: General Mechanic 15 AUG 20 AM @*NET: 49-3031-00

Article XVI. Wage Schedule

A. Apprentices shall be paid not less than the following percentages of the Journeyman rate, which is \$29.35 per hour. Effective date of journeyman wage: 04/06/2014.

Former Servicer: Apprentice I

Period	Duration Period	% of Journeyman	Total Hourly Rate
1 st	12 months	67%	\$ 19.67
2 nd	12 months	72%	\$ 21.23
3 rd	12 months	81.62%	\$ 23.48
4 th	12 months	92%	\$ 27.88

Former Mechanic C: Apprentice II

Period	Duration Period	% of Journeyman	Total Hourly Rate
1 st	12 months	67%	\$ 26.82
2 nd	12 months	76%	\$ 27.43
3 rd	12 months	81.62%	\$ 27.44
4 th	12 months	92%	\$ 27.88

FRINGE BENEFITS

A. Dental Insurance

- Eligibility.** Every full time employee shall be eligible for coverage under the Employer's group dental insurance program on the first day of the month following 90 days of employment.
- Premium Payment.** Premiums are paid from a joint Labor/Management trust fund. Employer currently contributes \$851.05 per employee per month to the trust fund and employees do not contribute.

B. Health Insurance

- Eligibility.** Every full time employee shall be eligible for coverage under the Employer's group health insurance program on the first day of the month following 90 days of employment.
- Premium Payment.** Premiums are paid from a joint Labor/Management trust fund. Employer currently contributes \$851.05 per employee per month to the trust fund and employees do not contribute.

C. Pension

- New employees are eligible for defined contribution plan in which the Company contributes 3% (regardless of employee contribution) and matches 100% of the first 2% contributed by the employee. Employees vest the Company's contribution 20% per year. After 5 years of employment, the employee is 100% vested in the Company's contribution.

D. Sick Leave

a. Employees are entitled to the following sick leave with pay:

- After 1 years' service - Four (4) days per year
- After 2 years' service - Five (5) days per year
- After 3 years' service - Six (6) days per year
- After 4 years' service - Seven (7) days per year
- After 5 years' service - Eight (8) days per year

E. Vacation

a. Employees are entitled to the following vacation:

- After 1 years' service - One (1) week (40 hours)
- After 2 years' service - Two (2) weeks (80 hours)
- After 5 years' service - Three (3) weeks (120 hours)
- After 10 years' service - Four (4) weeks (160 hours)

WORK PROCESSES TO BE LEARNED

APPROXIMATE HOURS:

A. Engine—troubleshoots and repairs the following:	2, 000
• Diesel, CNG and gasoline engine systems	
• Electronic control system	
B. Transmission—troubleshoots and repairs the following:	400
• Mechanical and hydraulic systems	
• Electronic control system	
C. Brakes—troubleshoots and repairs the following:	800
• Air brake system	
• Drum and disc foundation brake systems	
• ABS/ATC system	
D. Suspension—troubleshoots and repairs the following:	400
• Suspension and frame	
• Steering system	
• Air suspension system	
E. Electrical—troubleshoots and repairs the following:	800
• Conventional and PLC distribution system	
• Starting and charging system	
• Fire suppression	
F. Air conditioning/heating—troubleshoots and repairs the following:	1, 000
• Mechanical system	
• Electrical system	
G. Wheelchair ramp—troubleshoots and repairs the following:	150
• Mechanical and hydraulic components	
• Electronic components	
H. Preventive maintenance inspection (PMI)—Running Repair:	1, 500
• Mechanical and Electrical systems	
I. Safety	150
• OSHA safety regulations	
• Responsibility and safety measures	

○

Total: 7,200

Attachment B

District Number: 16
DAS File Number: 05104

Occupation: Electronics Technician**O*NET: 49-2022-00T****Article XVI. Wage Schedule**

A. Apprentices shall be paid not less than the following percentages of the Journeyman rate, which is \$29.35 per hour. Effective date of journeyman wage: 04/06/2014.

Former Servicer: Apprentice I

Period	Duration Period	% of Journeyman	Total Hourly Rate
1 st	12 months/1800 hours	67%	\$ 19.67
2 nd	12 months/1800 hours	76%	\$ 21.23
3 rd	12 months/1800 hours	81.62%	\$ 23.48
4 th	12 months/1800 hours	92%	\$ 27.88

Former Mechanic C: Apprentice II

Period	Duration Period	% of Journeyman	Total Hourly Rate
1 st	12 months/1800 hours	67%	\$ 26.82
2 nd	12 months/1800 hours	76%	\$ 27.43
3 rd	12 months/1800 hours	81.62%	\$ 27.44
4 th	12 months/1800 hours	92%	\$ 27.88

FRINGE BENEFITS**A. Dental Insurance**

- a. **Eligibility.** Every full time employee shall be eligible for coverage under the Employer's group dental insurance program on the first day of the month following 90 days of employment.
- b. **Premium Payment.** Premiums are paid from a joint Labor/Management trust fund. Employer currently contributes \$851.05 per employee per month to the trust fund and employees do not contribute.

B. Health Insurance

- a. **Eligibility.** Every full time employee shall be eligible for coverage under the Employer's group health insurance program on the first day of the month following 90 days of employment.
- b. **Premium Payment.** Premiums are paid from a joint Labor/Management trust fund. Employer currently contributes \$851.05 per employee per month to the trust fund and employees do not contribute.

C. Pension

- a. New employees are eligible for defined contribution plan in which the Company contributes 3% (regardless of employee contribution) and matches 100% of the first 2% contributed by the employee. Employees vest the Company's contribution 20% per year. After 5 years of employment, the employee is 100% vested in the Company's contribution.

D. Sick Leave

a. Employees are entitled to the following sick leave with pay:

- After 1 years' service - Four (4) days per year
- After 2 years' service - Five (5) days per year
- After 3 years' service - Six (6) days per year
- After 4 years' service - Seven (7) days per year
- After 5 years' service - Eight (8) days per year

E. Vacation

a. Employees are entitled to the following vacation:

- After 1 years' service - One (1) week (40 hours)
- After 2 years' service - Two (2) weeks (80 hours)
- After 5 years' service - Three (3) weeks (120 hours)
- After 10 years' service - Four (4) weeks (160 hours)

WORK PROCESSES TO BE LEARNED

APPROXIMATE HOURS:

A. Radio—performs the following:

1, 300

- Troubleshoot system
- Reinstall/update software
- Remove and replace components
- Perform cable repairs

B. Signboard—performs the following:

1, 300

- Troubleshoot system
- Reinstall/update software
- Remove and replace components
- Perform cable repairs

C. Automatic Vehicle Locator—troubleshoots and repairs the following:

1, 350

- Troubleshoot system
- Reinstall/update software
- Remove and replace components
- Perform cable repairs

D. Electrical repair—performs the following:

1, 600

- Troubleshoot electrical distribution system problems
- Wire and connector repairs
- Remove and replace switches and lights
- Remove and replace batteries

E. Video Security System—troubleshoot and repairs the following:

1, 500

- Recording and playback unit
- Cameras and circuitry

F. Safety

150

- OSHA safety regulations
- Responsibility and safety procedures

Total: 7,200

Occupation: Body Shop Mechanic 15 AUG 20 AM 9 **O*NET: 49-3021-00****Article XVI. Wage Schedule**

- A. Apprentices shall be paid not less than the following percentages of the Journeyman rate, which is \$29.35 per hour. Effective date of journeyman wage: 04/06/2014.

Former Servicer: Apprentice I

Period	Duration Period	% of Journeyman	Total Hourly Rate
1 st	12 months/1833 hours	67%	\$ 19.67
2 nd	12 months/1833 hours	72%	\$ 21.13
3 rd	12 months/1833 hours	82%	\$ 23.48

Former Mechanic C: Apprentice II

Period	Duration Period	% of Journeyman	Total Hourly Rate
1 st	12 months/1833 hours	91%	\$ 26.82
2 nd	12 months/1833 hours	94%	\$ 27.43
3 rd	12 months/1833 hours	97%	\$ 27.44

FRINGE BENEFITS**A. Dental Insurance**

- a. **Eligibility.** Every full time employee shall be eligible for coverage under the Employer's group dental insurance program on the first day of the month following 90 days of employment.
- b. **Premium Payment.** Premiums are paid from a joint Labor/Management trust fund. Employer currently contributes \$851.05 per employee per month to the trust fund and employees do not contribute.

B. Health Insurance

- a. **Eligibility.** Every full time employee shall be eligible for coverage under the Employer's group health insurance program on the first day of the month following 90 days of employment.
- b. **Premium Payment.** Premiums are paid from a joint Labor/Management trust fund. Employer currently contributes \$851.05 per employee per month to the trust fund and employees do not contribute.

C. Pension

- a. New employees are eligible for defined contribution plan in which the Company contributes 3% (regardless of employee contribution) and matches 100% of the first 2% contributed by the employee. Employees vest the Company's contribution 20% per year. After 5 years of employment, the employee is 100% vested in the Company's contribution.

D. Sick Leave

a. Employees are entitled to the following sick leave with pay:

- After 1 years' service - Four (4) days per year
- After 2 years' service - Five (5) days per year
- After 3 years' service - Six (6) days per year
- After 4 years' service - Seven (7) days per year
- After 5 years' service - Eight (8) days per year

E. Vacation

a. Employees are entitled to the following vacation:

- After 1 years' service - One (1) week (40 hours)
- After 2 years' service - Two (2) weeks (80 hours)
- After 5 years' service - Three (3) weeks (120 hours)
- After 10 years' service - Four (4) weeks (160 hours)

WORK PROCESSES TO BE LEARNED

APPROXIMATE HOURS:

- A. Welding—performs the following welding processes:** 1,000
- Oxy-acetylene – Cutting and welding steel plate. Brazing copper pipes.
 - GTAW (TIG) – Welding stainless/aluminum bus parts.
 - GMAW (MIG) – Welding bus frame and structure.
- B. Routine body work—performs the following:** 2,100
- Metal fabrication – Framing, structure, interior/exterior panels/brackets/doors, broken/damaged/specialized - equipment/tools.
 - Sanding – Panels, rails, bumpers, fiberglass, body filler.
 - Body filler – Mix & apply to body panels, apply weather stripping and sealants.
 - Fiberglass repair – Mix resin, apply sheeting, contour/mold.
 - Remove and replace windows – Windshields, fixed windows, sliding windows & frames, emergency windows & latches.
 - Maintain and overhaul pneumatic doors and motors – Service mechanisms & adjust door speed, replace bearings, motors, control arms, door assemblies.
 - Maintain and overhaul pneumatic wipers, arms, washer components, and motors.
 - Perform preventative maintenance inspections and repairs on all interior/exterior panels, rails, seats, flooring, mirrors, signage, wheelchair restraints, and stop request cords.
- C. Heavy frame—performs the following:** 800
- Straighten bent frame
 - Weld cracked frame
 - Fabricate replacement frame
 - Fabricate and install frame reinforcement when needed
- D. Painting—performs the following:** 1,150
- Surface preparation
 - Masking and sheeting
 - Apply and removing templates
 - Mix primers and paints with appropriate additives
 - Apply primers and paints to various contours and surfaces
 - Remove and replace decals, lamp assemblies, cameras, and signage
- E. Minor electrical —performs the following:** 300
- Remove and replace wire harnesses and connectors
 - Remove and replace switches and lights
 - Remove and replace dash panels, and internal/external electrical panels
 - Remove and replace batteries
- F. Safety** 150
- OSHA safety regulations as they pertain to forklift, scissor lift, and paint booth operation
 - Responsibility and safety procedures for hand-operated and machine equipment and tools
 - Ongoing Toolbox Safety training

Total 5,500



Bus Operations

100 16th Street
P.O. Box 122511
San Diego, CA 92112-2511
(619)238-0100 • FAX (619)696-8159

Attachment D

15 AUG 20 AM 9:00

DATE POSTED: 4/23/2015

CLOSING DATE: 4/30/2015

@ 3:30 p.m.

BID NOTICE

The following jobs are hereby posted for bidding.

MECHANIC "A" Apprenticeship Program In the General Mechanic Trade

The **four** (4) vacancies now existing or contemplated will be filled with an accepted bidder as a result of this bidding.

REQUIREMENTS

The bidder shall demonstrate ability required to make repairs to engine and transmissions, work on all general electrical systems, suspension, brakes, air conditioning, preventive maintenance inspections and perform any other related work in the electrical and mechanical section.

Bidder must have successfully passed the Accuplacer Test given by S.D. Community College District and meet the requirements of R4 for reading, W4 for writing, and M30 for math. Test results must be submitted to Steve Johnson, Manager of Training, by the closing date on this bid. Anyone interested must sign this bid notice. Bidders must pass an Oral Interview with a grade of 75% or better to be accepted in the Apprenticeship Program.

QUALIFICATIONS

- A satisfactory attendance and performance record with no disciplinary actions resulting in any time off during the previous 6 months. Possesses a valid class "B" license with passenger endorsement.
- Legible handwriting and a demonstrated ability to learn.
- Must have necessary hand tools.
- In order to become a Mechanic A/Journeyman, a bidder must complete all requirements of the Apprenticeship Program per the program Rules and Regulations.

TYPICAL TASKS

Minor/major repairs and troubleshooting of all electrical and mechanical systems.

- Engine, transmission, and driveline
- Electrical system
- Suspension and wheelchair ramp
- Air and foundation brakes
- Heating, Ventilation and Air Conditioning (HVAC) systems including EPA Type II certificate
- Hybrid bus components



Tim Burrie
Manager of Maintenance

Bidder will sign on bid form posted by the Maintenance office.

NOTE: Promotion in all classifications should be based upon ability and qualifications; ability and qualifications being comparable, seniority shall prevail. If no employee bidding has sufficient qualifications and ability, the Corporation may hire from outside. The Corporation shall determine qualifications and ability.



Tim Burrie
Manager of Maintenance

ATTACHMENT E

MTS Transit Services

(San Diego Transit Joint Apprenticeship Training Committee)

File# 05104

STATEWIDE LIST

FOR

Other Outreach, Minority Organizations, and Women's Groups

LA FAMILIA Counseling Center
5523 34th St.
Sacramento, CA 95820

Sacramento Works – Lemon Hill
5451 Lemon Hill Ave
Sacramento, CA 95824

CA State Fair
Exhibition Department
1100 Clarendon Street
Sacramento, CA 95815

Dept. of Corrections
Sierra Conservation. Ctr.
P. O. Box 497
Jamestown, CA. 95327-0497

Sandi Waterhouse & Cliff Atkins
Career Systems Dev. Corp
3100 Meadowview Road
Sacramento, CA 95832

LATIN BUSINESS INSTITUTE
13917 La Jolla Plaza
Garden Grove, CA 92844

JOBS FOR PROGRESS, INC.
14411 Santa Anita Avenue
El Monte, CA 91733

Dept. of Rehabilitation
1237B Live Oak Blvd.
Yuba City, CA 95991

Tehama Co. Education
Jody Brownfield
17691 Dibble Creek Rd.
Red Bluff, CA 96080

SETA
1217 Del Paso Blvd
Sacramento, CA 95815

Dept. of Corrections
Folsom State Prison
P.O. Box 71
Represa, CA 95671

SER-JOBS FOR PROGRESS, INC.
155 W. Main Street
El Centro, CA 92243

SER-JOBS FOR PROGRESS, INC.
1243 E. Warner Avenue
Santa Ana, CA 92705

SER-JOBS FOR PROGRESS, INC.
4700 North River Road
Oceanside, CA 92057