

**Division of Apprenticeship Standards (DAS)
Apprenticeship Program Summary Sheet**

To: Eric Rood, Chief
From: Kelenia Olsen
CC: Program Planning and Review
Date: October 12, 2021

Program Name: ACS Automotive Calibration Technologist Apprenticeship Program
Industry: Automotive
DAS File No.: 100758
CAI Grant Awardee: No

Actions:

- Proposed new apprentice program
- Existing apprenticeship program adding new occupations
- Existing apprenticeship program expanding area of operations
- Existing apprenticeship program changing work processes on approved occupations.

Labor Organizations Representing Any of the Apprentices:

None

Disclaimer of Interest in the Building Trades and Dispatch Restriction:

ACS Automotive Calibration Technologist Apprenticeship Program is not intended to train in the building and construction trades and is not eligible to dispatch apprentices to projects with public works, prevailing wage or skilled and trained workforce requirements within the meaning of Labor Code sections 1720 and 3075 and will not train or dispatch apprentices in the building and construction trades or firefighters occupations.

Comments:

ACS is a program that melds automotive repair and technology. This technology is included on most all new vehicles built today, and there are few training opportunities for students to get into the field. With lack of training, many vehicles are not being repaired correctly, causing great potential for consumer injury in subsequent collisions. From a student standpoint, this is a great career path for students who like cars, but are more computer and tech oriented. Further it is a career open to re-entry and disabled. California needs new models that take into account all of those factors, and give students a clear, fast paced path to success and high

paying careers. ACS has a proven track record with all of these variables, and is not only a win for students, but also for consumers in a safety arena.

ACS Automotive Calibration Technologist Apprenticeship Program will oversee the apprenticeship program herein and seeks approval from the Department of Industrial Relations, Division of Apprenticeship Standards for the following items:

Proposed Occupation, Wage Rate & O*Net Code:

- Automotive Calibration Technologist O*Net: 17-3028.00
Journeyman Wage: \$35.00 per hour
Proposed Apprentice Wage: \$20.00 per hour
Proposed No. of Apprentices: 50

Proposed Employers:

- Collision Pros, 2910 Highway 32 #900, Chico, CA 95973-8677
- Kniesels Auto Body, 1200 Del Paso Rd., Suite 140, Sacramento, CA 95834

ACS Automotive Calibration Technologist Apprenticeship Program

Program Standards

Table of Contents

Program Standards.....1-7

List of Committee Members.....Attachment A

Training Schedule and Working Conditions

 Automotive Calibration Technologist.....Attachment B

California Plan for Equal Opportunity.....Attachment C

Local Education Agency Letter.....Attachment D

APPRENTICESHIP STANDARDS

of the

ACS Automotive Calibration Technologist Apprenticeship Program

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 an education sponsored, employer based 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 Craft, Trade, Occupation

Occupation	O*Net Code	Attachment
Automotive Calibration Technologist	17-3028.00	B

ARTICLE III Organization

There is hereby established the above named master apprenticeship committee. The committee shall consist of four (4) members, who shall be selected by and represent the employer organization(s) signatory hereto. In addition, thereto, there shall be one (1) apprenticeship consultant representing the Division of Apprenticeship Standards and one (1) advisor from the Local Education Agency 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 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 employers and/or work processes 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 apply them uniformly in the selection of applicants for apprenticeship.

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 sessions for employers to explain the apprenticeship program's standards and the operation of the apprenticeship program;

- 5) pass upon the qualification of employers 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 the work site facilities, skilled workers as trainers at the work site, and equipment sufficient to train apprentices;
- 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 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) prepare and submit an annual Self-Assessment Review and Program Improvement Plan;
- 15) comply with meaningful representation requirements for the interests of apprentices in the management of the program;
- 16) implement a program for training and education regarding illegal discrimination and sexual harassment.

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 of participating employer, who is engaged in learning a designated craft or 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 and in related instruction and shall comply with the rules, 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 and by the program sponsor and by the apprentice 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 registration. 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 his/her obligations 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 agrees to assume the obligation of said apprentice agreement.

ARTICLE XI Related and Supplemental Instruction

See Training Schedule and Working Conditions of:

Occupation	O*Net Code	Attachment
Automotive Calibration Technologist	17-3028.00	B

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, the program, or the committee for an injury sustained by an apprentice engaged in schoolwork 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 or otherwise shall be submitted to the Administrator for determination.

ARTICLE XIV Term of Apprenticeship

See Training Schedule and Working Conditions of:

Occupation	O*Net Code	Attachment
Automotive Calibration Technologist	17-3028.00	B

ARTICLE XV Ratio

See Training Schedule and Working Conditions of:

Occupation	O*Net Code	Attachment
Automotive Calibration Technologist	17-3028.00	B

ARTICLE XVI Wage Schedule

See Training Schedule and Working Conditions of:

Occupation	O*Net Code	Attachment
Automotive Calibration Technologist	17-3028.00	B

ARTICLE XVII Work Training

See Training Schedule and Working Conditions of:

Occupation	O*Net Code	Attachment
Automotive Calibration Technologist	17-3028.00	B

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;
- 3) Harassment is described as and reported to: (See Attachment C)

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 percent (12½%);
- 3) An apprentice may be credited time for previous experience if that experience is of an approved nature and shall have completed not less than six months as an apprentice.

ARTICLE XX California Plan for Equal Opportunity in Apprenticeship

Each subscribed employer will be responsible for complying with the California Plan for Equal Opportunity in Apprenticeship requirements. (See Attachment C)

The ACS Automotive Calibration Technologist Apprenticeship Program agrees to accept electronic signatures for these Division of Apprenticeship Standards and all related Division of Apprenticeship Standards documents.

The foregoing standards are hereby agreed to and adopted on 8/15/2021.

(Committee approval date)

_____	_____
Gary Trudeau	Date
President	
916-212-4902	

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 _____.

(DAS approval date)

_____	_____
Eric Rood, Chief	Date
Division of Apprenticeship Standards	

Attachment A

List of Committee Members

ACS Automotive Calibration Technologist
Apprenticeship Program
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Name: Gary Trudeau
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Name: David Friend
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Roseville CA 95678
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Committee Advisors

Name: Suzanne Murphy

Title: Director

Organization: Martinez Adult Education

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Phone: 925-335-5890

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Name: Kelenia Olsen

Title: Strategic Business Advisor

Organization: Division of Apprenticeship Standards

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Attachment B

Training Schedule and Working Conditions

ACS Automotive Calibration Technologist Apprenticeship Program

OCCUPATION(S)

Occupation	O*Net Code
Automotive Calibration Technologist	17-3028.00

ARTICLE I Term of Apprenticeship and Probation

The standard term of apprenticeship shall be 3,420 on-job-training (OJT) hours, 316 related and supplemental instruction (RSI) hours, and completed within 24 months.

The period of probation shall be reasonable in relation to the full apprenticeship term, with full credit given for such period toward completion of the apprenticeship, and in no event shall exceed the shorter of 25 percent of the length of the program or one year. The period of probation shall be 6 months.

ARTICLE II Wage Schedule

Journey Wage: \$ 35.00 per hour effective 10/1/2021.

Journey Benefits:

Health & Welfare	\$2.00 per hour
Pension	\$1.00 per hour

Apprentices shall be paid not less than the following:

1st period	0-499 hours	\$20.00 per hour
2nd period	500-2499 hours	\$25.00 per hour
3rd period	2500-3420 hours	\$35.00 per hour

Advancement Schedule:

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

- 1) Shall have satisfactorily completed the indicated on-the-job work hours; and
- 2) Shall have satisfactorily completed the indicated months in the program; and
- 3) Shall have satisfactorily completed the indicated related and supplemental instruction school hours.

Overtime Provision:

All overtime shall be paid at the rate of one and one-half times the wage rate for hours worked over 8 hours per day or 40 hours per week. Time and one-half shall be paid for the first eight (8) hours worked Saturdays. All other time shall be paid at double the straight-time rate.

Hours of Work and Working Conditions:

Straight time hours per day: 8 hours; 40 hours per week.

The workday and workweek and all other conditions of employment for apprentices shall conform to all applicable laws and regulations and shall not be greater than for those of journeyman(s).

Overtime shall not be allowed if it will interfere with or impair the training or be detrimental to the health and safety of the apprentice.

ARTICLE III Work Training

- 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 the trade as outlined herein.
- 2) Each apprentice shall be trained in the use of new equipment, materials and process as they come into use in the occupation.
- 3) The major work processes in which apprentices will be trained as a (although not necessarily in the order listed) and the approximate hours (not necessarily continuous) to be spent on each are as follows:

Work Processes	Hours
1. OBDII Device ports, Scanner set up and OEM Factory Scanners	160
2. Scanning- Pre and Post Scans	160
3. Identifying DTC Codes, and Diagnostic Process	360
4. Identifying ADAS Technology on Vehicles	320
5. Identifying ADAS Calibration Procedures/ Tools and Equipment	500
6. Set-up and Perform Multiple ADAS Calibrations	480
7. Verification of Successful Calibrations/ and Diagnostic troubleshooting	280
8. Reset and Programming procedures for ADAS	440
9. Other Advanced Vehicle Systems diagnostics	360
10. Electrical Diagnostics/ and OEM wiring adaptor repair	360
Total hours	3420

ARTICLE IV Related Instruction

Apprentices shall satisfactorily complete prescribed courses of related and supplemental instruction, which will not be less than 144 hours per year. Related and supplemental instruction will be provided by Martinez Adult Education.

Time spent in related and supplemental instruction may be compensated.

Courses	Hours
1. Tools – Scan Tools- Electrical tools	32
2. DTC's- Understanding Codes	32
3. Diagnosing Codes (DTC)	36
4. ADAS Technology	32
5. Calibrations and ADAS	48
6. Advanced vehicle systems	32
7. ADAS and other Adv Vehicle Systems and Collision Repair	28
8. Repair/ Reset and Programming Verification	24
9. BAR Compliance/ Write it Right	16
10. Troubleshooting Diagnostics	36
Total hours	316

ARTICLE V Ratio

A qualified employer may employ three (3) apprentice(s) when at least one (1) journeyperson(s) is/are regularly employed, and three (3) additional apprentice(s) for each one (1) journeyperson(s) is/are employed.