



SFMTA  
Municipal  
Transportation  
Agency



San Francisco  
Water  
Power  
Sewer  
Services of the San Francisco  
Public Utilities Commission

SFPUC  
Public Utilities  
Commission

February 2018

# City and County of San Francisco Department of Human Resources



## ApprenticeshipSF Project

# PRESENTATION AGENDA



- **Introduction of ApprenticeshipSF Project**
- **List of Apprenticeships**
- **Components of Apprenticeship Programs & What's Different**
- **History**
- **Timelines**



# INTRODUCTION – APPRENTICESHIP SF



## Why Apprenticeships?

- Employment Opportunity
  - By entering a Union trade/craft women, youth, and other workers have an opportunity to gain valuable skills and employment that can change their lives with deep personal and economic empowerment.
- Workforce Planning – Stable Pipeline of Skilled Workers
  - Not surprisingly, employee retention is a top concern for City departments that compete in the tightening market for skilled workers.



# INTRODUCTION - APPRENTICESHIPS



## Effective Apprenticeship Programs

- State Division of Apprenticeship Standards approval
  - Apprentices not only learn occupational skills in the classroom, their learning is expanded to include hands-on, paid, on-the-job training! Students learn and practice all phases of the trade/occupation in real-world applications. The program must be registered with the California Division of Apprenticeship Standards (DAS).
- Enforceable City agreements
  - All of the apprenticeship programs that are hosted or sponsored by the SFMTA or the City are included in the current MOU's with the appropriate Union.



CITY & COUNTY OF SAN FRANCISCO

Department of Human Resources & SF Municipal Transportation Agency

# INTRODUCTION - APPRENTICESHIP SF

## REQUIREMENTS

- **Citywide Apprenticeship Agreements**
- **CA Department of Apprenticeship Standards (DAS)**
- **Program Structure**
- **Non-Discriminatory Selection Process**
- **Appointing Officer Authority**
- **Wage Rates and Payments to Union Training Funds**



# INTRODUCTION - APPRENTICESHIPS

## WHY CENTRALIZED PROGRAM?



### ❖ Charter Requirements

- ❖ Apprentices are appointed Permanent Exempt, project-based, with an up or out direction. Apprentices are expected to progress through the program towards completion at a predetermined pace over the course of the approved duration per the Apprenticeship Standards.

### ❖ One Employer

- ❖ Apprentices are hired by the SFMTA or the City, not by a division or department.

### ❖ Labor Negotiations

- ❖ The Apprentice wages, hours, and working conditions are negotiated with the Union and approved by the SFMTA or the City and the City Attorney as to form and accepted by the Board of Supervisors.

# INTRODUCTION - APPRENTICESHIPS

## DHR PROJECT MANAGER



- Liaison with DAS
- Coordination within DHR/MTA
  - ✓ Job Specifications
  - ✓ Recruitments
  - ✓ Civil Service Examinations
  - ✓ Referrals
  - ✓ Employee Relations
  - ✓ Training & Mentorship



# ESTABLISHING A PROGRAM

## STEPS TO ESTABLISH AN APPRENTICESHIP



1. Agency/Department inquiry to DHR
2. DHR research and analysis
3. Agency/Department & DHR meeting
4. Meetings with Union, DAS, Division of Labor
5. If all in agreement, begin the process to establish an apprenticeship program



# ESTABLISHING A PROGRAM


## STEPS TO ESTABLISH AN APPRENTICESHIP



6. Meeting of DHR, Agency/Department and Union to discuss components of program
7. DHR drafts Apprenticeship Standards and Agreement for City Attorney review
8. Union to review and approve
9. Documents sent to DAS for approval

# APPRENTICESHIP PROGRAMS

## EXISTING AND IN DEVELOPMENT

- 
- Transit Power Line Worker
  - Transmission and Distribution Line Worker
  - Automotive Machinist
  - Maintenance Machinist
  - Automotive Mechanic
  - Auto Body & Fender Worker
  - Car and Auto Painter
  - Track Maintenance Worker
  - Stationary Engineer
  - Cement Mason
  - Gardener
  - Arborist
  - Laborer
  - Utility Plumber
  - General Plumber

# QUESTIONS?



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