

The Los Angeles Energy-Utility Collaborative Implementation Matrix

Goal/Task Outcome Implementation Matrix									
Goal	Task	Year 1				Years 2-3		Deliverables	Measurement
		Q1	Q2	Q3	Q4	Y2	Y3		
<u>Phase 1:</u> <u>Strengthen Collaborative Infrastructure: Start-Up</u>	Interview, Hire or transfer staff.	X						Staff hired	Trade-Tech Management Review: Faculty, Staff, Materials and Systems in place and operational; Employers Labor Advisory in place Planned vs. Actual Outcomes
	MIS & Admin Systems in place	X						Reporting System	
	Faculty & Staff Orientation & Training	X						Trained Staff & Faculty	
	Execute Subcontracts	X						MBE/WBE/OBE contracts	
	Design & maintain a collaborative governance structure & process	X						Collaborative Mission & Protocols	
	Expand existing regional employer/labor partnerships	X	→					New partners, resources, jobs	
	Finalize MOU w/ educational & community partners	X						Service agreements	
	Convene Advisory Board & Working Groups	X	→					Regular collaborative minutes	
<u>Phase 1:</u> <u>Identify Career Paths and Training Plan</u>	Identify short and long-term labor market demand for traditional & green jobs		X					Labor Demand Studies	Trade-Tech Senior Management Review: Planned vs. Actual Outcomes
	Identify skill gaps/competencies for target occupations		X					Skills Gap Analyses	
	Construct career & educational ladders		X					Career Pathway Plan	
	Finalize Training Plan & Phase 2 Budget			X				Final Strategic Plan	
<u>Phase II:</u> <u>Curricula & Program Development</u>	Develop Utility 101 & 102			X				Training Materials & Articulation Agreements ↓ Operating Manual Candidate Pool	Planned vs. Actual Outcomes
	Develop/Articulate Trade-Tech Sustainable Energy Program				X				
	Develop/Articulate Pre-craft utility Program			X					
	Develop and Articulate H.S. CTE Program (Utility Academy)				X	→			
	Design Participant Referral/Support System	X	→						
	Marketing/Outreach/Recruitment			X	→				
<u>Phase II:</u> <u>Pilot Training and Job Placement Programs</u>	Pilot Utility 101 & 102			X				First Cohort of Trainees and Entry Level Workers	Training Placement and Completion rates Job Placement and Retention Rates
	Pilot Pre-Apprentice Program- Intake			X					
	Social/Supportive Services			X	→				
	Education/Employment Preparation SCANS education			X					
	Job Placement/Career Enhancement			X					
	Post-Employment Retention Service				X				
	Pilot H.S. CTE Program					X			

Goal	Task	Year 1				Years 2-3		Deliverables	Measurement
		Q1	Q2	Q3	Q4	Y2	Y3		
<u>Continuous Service Quality Improvement</u>	Monthly Service Review			X	→	→	→	Performance & Quality Control Reports	Trade-Tech Senior Management Review
	Service & Financial Self Audit			X	→	→	→		
	External Financial Audit				X				
	Best Practice Research		X	→	→	→	→		
	Add Community/Business Partners			X					
	New Curricula w Industry Partners								
	Sustainability Plan with Grants		X						
	Grant & Alt Funding Development			X	→	→	→		
<u>Evaluation and Program Analysis</u>							Evaluation Reports/ Program Accountability	Trade-Tech Senior Management Review	