

STATE OF CALIFORNIA

STANDARD AGREEMENT

STD 213 (Rev 02/20)

AGREEMENT NUMBER

M61069-0559

REGISTRATION NUMBER

1. This Agreement is entered into between the State Agency and the Contractor named below:

STATE AGENCY'S NAME

Labor and Workforce Development Agency/EDD, hereinafter referred to as "State"

CONTRACTOR'S NAME

The Regents of the University of California on behalf of its Berkeley campus, hereinafter referred to as "University"

2. The term of this Agreement is: October 15, 2020 through June 30, 2021
3. The maximum amount of this Agreement is: \$535,880.00 Five Hundred Thirty-Five Thousand Eight Hundred Eighty Dollars and No Cents
4. The Parties agree to comply with the terms and conditions of the following Exhibits, which by this reference are made a part of the Agreement.

Exhibit A – A7: A–Scope of Work; A1–Deliverables; A2–Key Personnel; A3–Authorized Representatives; A4–Resume; A5– Use of Intellectual Property & Data; A6–Current & Pending Support; A7–Third Party Confidential Information (if applicable)

74 page(s)

Exhibit B – B–Budget; B1–Budget Justification; B2–Invoice Elements

6 page(s)

Exhibit C* – University Terms and Conditions

UTC-220

Check mark additional Exhibits below, and attach applicable Exhibits or provide internet link:

- | | |
|---|---------|
| <input type="checkbox"/> Exhibit D – Additional Requirements Associated with Funding Sources | page(s) |
| <input type="checkbox"/> Exhibit E – Special Conditions for Security of Confidential Information | page(s) |
| <input type="checkbox"/> Exhibit F – Access to State Facilities or Computing Resources | page(s) |
| <input type="checkbox"/> Exhibit G – Negotiated Alternate UTC Terms | page(s) |

Items shown with an Asterisk () are hereby incorporated by reference and made part of this agreement as if attached hereto. You can find these documents on the [University of California, Office of the President](#) and the [California Department of General Services](#) websites.*

IN WITNESS WHEREOF, this Agreement has been executed by the Parties hereto.

CONTRACTOR

CONTRACTOR'S NAME (if other than an individual, state whether a corporation, partnership, etc.)
The Regents of the University of California on behalf of its
Berkeley campus

BY (Authorized Signature) 

DATE SIGNED (Do not type)

1/14/2021

PRINTED NAME AND TITLE OF PERSON SIGNING

ADDRESS

STATE OF CALIFORNIA

AGENCY NAME

Labor and Workforce Development Agency

BY (



DATE SIGNED (Do not type)

1/25/21

PRINTED NAME AND TITLE OF PERSON SIGNING

ADDRESS

California Department of General Services Use Only Exempt per:

EXHIBIT A
Scope of Work
(Standard Agreement)

Project Summary & Scope of Work

Yes - Contract Grant

Does this project include Research (as defined in the UTC)? Yes No

PI Name: [REDACTED]

Project Title: Outreach and Education To Prevent COVID-19 Infection Among California's Workers and Employers

Project Summary/Abstract

Briefly describe the long-term objectives for achieving the stated goals of the project.

The Labor Occupational Health Program (LOHP) at the University of California Berkeley proposes to develop, implement, and evaluate COVID-19 education and outreach activities for workers, employers, and worker/community organizations, which will complement the initiatives of the Labor and Workforce Development Agency (LWDA).

LOHP will work at multiple levels to:

1. Raise workers' awareness about their rights (including rights to safe working conditions, to COVID-specific and other types of paid leave, to workers' compensation, and to take action without retaliation), employers' responsibilities, and resources for support and to encourage workers to take action when their employer is not protecting them from COVID-19 or offering required leave and benefits.
2. Increase employers' ability to develop effective COVID-19 prevention plans as part of their Injury and Illness Prevention Programs (IIPP), which involves increasing their awareness of their legal responsibilities and promoting compliance with COVID-19 measures including hazard identification and effective controls, workers' rights to leave and workers' compensation, and workers' rights to take action without retaliation.
3. Engage worker leaders and staff from unions, worker centers, and other community organizations in taking proactive measures either at their own worksites (in the industry-specific context) to address COVID-19 risks, or in conducting outreach and providing support and referrals to workers at a community level.

If Third-Party Confidential Information is to be provided by the State:

- Performance of the Scope of Work is anticipated to involve use of third-party Confidential Information and is subject to the terms of this Agreement; OR
- A separate CNDA between the University and third-party is required by the third-party and is incorporated in this Agreement as Exhibit A7, Third Party Confidential Information.

University of California Berkeley

(COVID-19 SAFE Program)

Scope of Work

This Agreement is entered into by, and between, the Labor and Workforce Development Agency, hereinafter referred to as LWDA, and the Labor Occupational Health Program (LOHP) at the University of California Berkeley, hereinafter referred to as Contractor, for the purpose of providing outreach and education to prevent COVID-19 infection among California's essential workers. Contractor will develop, implement and evaluate COVID-19 education and outreach activities for workers, employers, and worker/community organizations, in collaboration with the LWDA. Outreach and education efforts will raise awareness and increase knowledge of workers' rights (rights to safe working conditions, COVID-19 specific and other types of paid leave, workers' compensation, and retaliation protections), employers' responsibilities, and resources to support and encourage workers to take action if their employer is not protecting them from COVID-19 exposure, or offering required leave and benefits. Contractor will increase employers' ability to develop effective COVID-19 prevention plans as part of their Injury and Illness Prevention Programs (IIPP), increase their awareness of employer legal responsibilities, and promote compliance with COVID-19 measures including hazard identification and effective controls, workers' rights to leave and compensation, and workers' rights to take action without retaliation. Worker leaders, union staff, staff from worker centers, and other community organizations will be engaged in taking proactive measures at their industry-specific worksites to address COVID-19 infection risks, as well as, conducting outreach and providing support and referrals to workers at a community level.

Beginning October 15, 2020, and ending June 30, 2021, Contractor will communicate and work with LWDA staff to coordinate and conduct outreach and education activities aimed to prevent COVID-19 infections among California's workers. The work will involve:

- a. Industry-specific training for employers, work leaders and/or union stewards, and workers in select industries, initially focusing on food processing; meat packing, poultry processing, fruit/vegetable processing, grocery/pharmacy retail, and expand to other industries based on mid-point assessment.
- b. Regional trainings and technical assistance for worker and community organizations, general and/or multi-industry, to build capacity for participants to be resources and provide training for workers.
- c. Training for workers (1–2 hours duration) in a variety of industries, to be agreed upon by LWDA and contractor.

A. Industry-Specific Training for employers, work leaders, shop stewards, staff of worker organizations, community groups, and workers.

LOHP will develop and conduct industry-specific training focused on two industries (meat packing and grocery/pharmacy retail) for multiple audiences, union and non-union represented, including employers, worker leaders, shop stewards, staff from worker/community organizations, and workers. Contractor will work with partners performing outreach in a variety of food processing contexts, including meat packing, poultry processing, and fruit/vegetable processing. Training will be tailored for specific industries based on partner feedback and Cal/OSHA industry guidance. Once a Cal/OSHA emergency standard is promulgated, Contractor will integrate its provisions into these trainings. A third industry will be explored for

this same multi-faceted training program, building on the templates Contractor develops, and will be identified based on discussions with LWDA and in consideration for demands in other deliverable categories.

In January, Contractor will assess the work in the two initial industries and decide on the work for the next stage. One option is to further explore these industries by expanding training outreach, addressing additional worker language needs, and/or follow up based on needs identified by partners. Another option is to develop a similar multi-audience training model in a third industry. This timing will work effectively for certain industries that are still in early re-opening phases such as essential hotel/hospitality and airport workers. At this point, Contractor will adapt its three-prong audience model based on its assessment of the needs and focus on a subset of audiences such as developing employer training in two additional industries, or worker training in other languages.

Contractor may coordinate with the University of California, Los Angeles (UCLA), Labor Occupational Safety and Health (LOSH) on the materials they develop for specific industries and may draw on their materials in other industries to implement trainings with worker organizations in Northern California.

Contractor deliverables will include:

1. Remote format training outline and materials for employers in the selected industries, elements of which will be made available in an asynchronous format. The remote format training will be a 3-to-4-hour skill-building training and include participatory activities to guide employers through integrating COVID-19 protections into their IIPP. The objective is that employers leave the training with a draft COVID-19 prevention plan. Training will include discussion of industry-specific COVID-19 prevention measures as well as employers' responsibilities under any new COVID-19-related law and reinforce core aspects of the IIPP such as worker participation and hierarchy of controls. As part of this effort, Contractor will adapt, or develop as needed, industry-specific COVID-19 prevention plan templates that can be used by participants to develop their own plan. Other training materials will include the Microsoft PowerPoint (PPT) slides, notes, and any other handouts or resources participants receive.

Elements of this training will be packaged and available to employers asynchronously. These include video clips of the Zoom presentation, PPT slides, and training materials including COVID-19 prevention plan templates. These sessions will be made available through LWDA and Cal/OSHA websites and will be promoted by LOHP and other partnering organizations. Contractor will work with SkillJar and other possible platforms, as recommended by LWDA, to make these materials easily available.

Contractor will reach out to employers from the two targeted industries with the goal of obtaining participation from 180 (90 per industry) and provide training to employers from diverse segments of these industries in a variety of California geographical areas.

Activities:

- Contractor will develop the materials and training for the two industries, conducting 3 trainings per industry, reaching a minimum of 180 employers. In order to conduct outreach for Contractor's industry-specific employer trainings on creating an effective COVID-19 prevention plan, LOHP will reach out to industry associations; California Grocers Association, California Food Producers, California League of Food Processors, and Safe Food Alliance. Contractor will also promote the classes through its labor partners, its agency partners (Cal/OSHA, LWDA, and California Department of Public Health), and its insurance partners (State Compensation Insurance Fund). Employer training will be developed October 20, 2020, through November 16, 2020. Training will be conducted late November/early December.

2. One-hour asynchronous training modules and materials for workers in the food processing and retail industries, including guides for additional synchronous training activities, will provide general information relating to COVID-19 risks, protective measures, workers' rights and strategies for taking action, and will be developed in English and Spanish. Contractor will create one for food processing and one for retail (grocery focus) and consider union and non-union context to tailor the content and descriptions of strategies workers can pursue to resolve problems.

The format of the asynchronous training will be determined based on ease of access for workers and expediency with Contractor using SkillJar (or other platform recommended by LWDA) and/or Zoom training. Training will be recorded for distribution and not a live event. Training will involve short 10-to 15-minute modules and recorded segments, with built in assessments. Short guides will be included to carry out optional "live remote training" components with interactive activities to provide the opportunity for more in-depth discussion in some content areas. This training will be available to employers, worker/community organizations, and other stakeholders for use and distribution.

Contractor will reach 250 workers through asynchronous training participation.

Activities:

- Contractor will launch with a visual worker-friendly Zoom presentation format and add further elements to it as the project unfolds such as short videos supplementing the training information and adding more training resources (new Cal/OSHA standard).
- Contractor will work with partners to distribute this worker training through employers and worker organizations.

3. Four- to six-hour skill-building training will include a training outline, training materials, and synchronous training for worker leaders and staff from worker organizations in the targeted food processing/grocery industries with a Training of Trainers (TOT) component for staff/worker leaders. This training will prepare participants to be worksite resources, or for non-union workers in these industries, capable of identifying the risks and preventive measures needed at the worksite, assessing employers' response and COVID-19 plan and providing input on its development, answering workers' questions, taking appropriate steps to address problems if the employer is not providing what is needed or when workers' rights are not enforced. This training will cover industry-specific COVID-19 protections, workers' rights, employers' responsibilities, how to use the new emergency Cal/OSHA standard (if it is passed), and provide an opportunity to develop strategies for resolving problems, including preparing effective Cal/OSHA complaints. Training strategies will be adapted for participants that are union and non-union represented.

Contractor will work in partnership with unions and worker organizations representing, or working with, workers in the selected industries.

Contractor will train 100 – 150 union stewards/worker leaders from the two industries. (50-75 per industry).

Activities:

- Contractor will reach out to potential labor partners including the United Food and Commercial Workers (UFCW) State Council, the Teamsters and the United Farm Workers and community and worker organizations to reach non-union workers. Contractor will allocate funding for our labor and worker organization partners for their roles and levels of involvement. Anticipated levels of partner involvement include providing feedback in initial planning meetings so that Contractor is able to develop an effective model with examples relevant to

workers' experiences in their respective industry, review materials, recruit training participants, follow-up to assess participants' experiences in the worksite, identify areas that need reinforcement or attention, and provide post-training support.

- Contractor will work with its labor partners and worker organizations to recruit and train 150 participants in five 4-to 6-hour trainings, provided in English and Spanish, with the goal of training 75 leaders in each industry. Contractor and partners will explore whether to offer this training by industry, or by partner (e.g., UFCW may want to combine based on a region). Based on post-training follow-up, Contractor will provide subsequent support and technical assistance to union stewards and/or worker leaders in order to deepen the capacity-building elements with these leaders.

B. Regional training and technical assistance for worker and community organizations (general and/or multi-industry)

Contractor will engage a network of community organizations, worker centers, legal and medical service providers, migrant education programs, and other resource groups at a community level that serve as key "touchpoints" or trusted resources for workers in order to build these organizations' capacity to provide workers with up-to-date information on COVID-19 prevention at the worksite, workers' rights, and employers' responsibilities. Contractor will expand the network of local organizations that identify and address work-related issues as well as engage staff and leaders so they have increased capacity to support impacted workers by implementing a variety of strategies to address working conditions and other violations of labor rights. This training will be multi-industry with a regional focus, building on the models developed for the heat campaign and LETF (Labor Enforcement Task Force) project. Contractor will reach 100 participants from a variety of organizations working in a range of industries.

Contractor deliverables will include:

1. Training outline and materials (remote format) for a 4-hour training with a focus on supporting staff from these organizations to serve as resources to their constituents regarding workers' rights in the COVID-19 context and strategies to address problems when workers are not being protected or receiving benefits to which they are entitled. Materials for this training will include PPT slides, notes, and other handouts/resources participants receive. Contractor may consult with other LWDA training partners, including UC Davis Western Center for Agricultural Safety and Health and its subcontractors, in developing content and materials for this training.

Contractor will prepare a subset of these organizations interested in deepening their training capacity by carrying out educational activities for workers using a "train-the-trainer" component so they can deliver the worker training module described below.

2. Four trainings in a minimum of four regions; Bay Area, Napa/Sonoma, Central Valley and Central Coast, where each training would include 2 – 4 leaders or staff from 6 – 8 organizations.
3. Technical assistance on COVID-19 prevention to worker organizations for both regional training participants and in response to other requests. Assistance includes consultation with organizations on interpreting COVID-19 guidelines for represented workers, identifying what they need to advocate for with employers, suggesting tools they can use to gather information from their membership, suggesting actions they can take to support workers including various strategies to address problems and how to file effective Cal/OSHA complaints, and/or developing short fact sheets or other resources for distribution.

Activities:

1. Contractor will initially focus on organizations in the Bay Area and Napa/Sonoma Valley developing the training and recruitment plan and identify two other regions for training in coordination with other University of California programs. Based on previous work, Contractor will also carry out training and recruitment in the Central Valley (Fresno/Tulare) and the Salinas/Monterey county area. Each remote training will have 20 – 25 participants in order to maximize dialogue and participation.
2. Contractor will follow up with the participating organizations 1 – 2 months after regional trainings to assess needs for technical assistance or other support and include follow-up evaluation on the types of activities/interactions participants have had with workers.

C. Training for workers (general and/or multi-industry).

Based on requests received from worker and community organizations, Contractor will develop and deliver core COVID-19 training. Specific industry target audiences will be discussed and agreed upon by LWDA and contractor. Given the urgent demand for information and training, Contractor anticipates receiving requests from organizations not yet identified above that work with essential workers.

Contractor deliverables will include:

1. Training outline and materials for a 1 – 2-hour core synchronous worker training. This version will include basic information on COVID-19 exposures, prevention and control measures, workers' rights to protection, various types of leave, workers' compensation, and action strategies. This core training can be adapted by LOHP to use with diverse participants, or it can be shared with worker organizations in a "train the trainer" format so that organization staff/worker leaders can deliver the training. Based on the audience, Contractor will include industry-specific scenarios and resources trainers can draw upon. Materials for this training will include the PPT slides, notes, and any handouts or resources participants receive. Materials for this training will be made available for asynchronous use.

NOTE: The worker training described under the industry-specific section will have some overlap in content with this training; however, the former will be one hour in length, asynchronous format, and will be focused on Contractor's targeted industries.

2. Worker-friendly content that supports lower-literacy levels on a new emergency Cal/OSHA standard, if passed, in at least three languages will be integrated into this training.
3. Conduct 10 trainings in English and Spanish with a possibility for other languages with interpretation.

EVALUATION

Contractor will develop and implement a plan to assess the effectiveness of its training and outreach activities. The evaluation component of this project will include both process and outcome measures, such as the numbers of participants reached and in which industries, the response and degree of satisfaction with the trainings, any documented changes in awareness, knowledge, perceptions and behaviors among the target populations, and the types of action steps taken by participating organizations after training.

SUMMARY OF PARTICIPANTS REACHED THROUGH TRAINING

AUDIENCE	TYPE OF TRAINING	NUMBERS REACHED
Employers -Food processing -Retail (grocery/pharmacy)	Industry-specific COVID-19 plans (3 - 4-hr trainings): 3 trainings X 2 industries - about 90 employer reps per industry	180
Worker leaders and/or union stewards -Food processing -Retail (grocery/pharmacy)	Industry-specific content, skill and leadership building (4 - 6 hour training)	100-150
Workers -Food processing -Retail (grocery/pharmacy)	Industry-specific model: (1 hour training) -Online, modules (asynchronous) dissemination	250 (as a minimum; possibility of thousands through asynchronous participation)
Worker leaders and staff from community organizations (regional, multi-industry approach)	Skills building training (4 hours) 4 trainings in 4 regions; 20-25 pp in each	80 - 100
Workers - response to requests from worker organizations	Estimate 10 trainings (1 - 2 hours long); 15-40 people per training	150 - 400
TOTAL		760 - 1,080

WORKPLAN - October 15, 2020 - June 30, 2021

The timeline below assumes a rapid review process for any items needing agency review. If that process becomes more involved, the timeline will be adjusted accordingly.

3. Provide findings in summary report							
Advisory and coordination role							
1. Coordination with other UC programs and with LWDA.							
2. Provide progress reports and status check-ins							

ATTACHMENT A-1
Deliverables
(Standard Agreement)

SCHEDULE OF DELIVERABLES

List all items that will be delivered to the State under the proposed Scope of Work. Include all reports, including draft reports for State review, and any other Deliverables, if requested by the State and agreed to by the Parties.

If use of any Deliverable is restricted or is anticipated to contain preexisting Intellectual Property with any restricted use, it will be clearly identified in Exhibit A4, Use of Preexisting Intellectual Property & Data.

Unless otherwise directed by the State, the University Principal Investigator shall submit all Deliverables to the State Contract Project Manager, identified in Exhibit A3, Authorized Representatives.

Deliverable	Description	Due Date (could be adjusted if review period is extensive)
Employer training materials – food processing and meat packing	Training outline and materials (remote format) for employers in the selected industries, elements of which will be made available in an asynchronous format; COVID-19 plan template	Dec. 15, 2020
Asynchronous worker trainings – for food processing and retail (grocery, pharmacy)	Training and materials for workers in the food processing and retail (grocery, pharmacy) industries (asynchronous training modules) and guides for additional synchronous training activities.	Dec. 30, 2020
Training materials for worker leaders and union stewards in food processing and grocery	This 4-6 hour skill-building training will prepare participants to be resources at their worksites or for non-union workers in these industries. Training outline, materials, and synchronous training for worker leaders and staff from worker organizations in the targeted food processing/grocery industries; potential TOT component for staff/worker leaders	January 15, 2021

Conduct employer trainings	Carry out trainings reaching 180 employers from the two targeted industries (about 90 per industry).	January 31, 2021
Distribution of worker trainings (asynchronous in these industries)	Outreach plan and then distribution through partners, posting, etc. reaching at least 250 workers through asynchronous participation in the training (though there is the possibility for thousands of views; UFCW's membership alone is over 20,000).	January 15, 2021
Conduct training for worker leaders and stewards in food processing and retail industries	We will work with our labor partners and worker organizations to recruit and train up to 150 participants in five 4 - 6 hour trainings, which will be in English and Spanish. Our goal is to train about 75 leaders in each industry	March 31, 2021
Develop model in a third industry and/or expanded training in food processing and retail	We will explore options during a midpoint assessment and confirm with LWDA staff.	June 30, 2021
Training outline and materials (remote format) for a 4 -hour training for community and worker organizations (general industry)	Regional training and technical assistance for worker and community organization which will focus on supporting staff from these organizations to serve as resources to their constituents about workers' rights in the COVID-19 context and strategies to address problems when workers are not being protected or receiving benefits they are entitled to.	January 30, 2021
Conduct training with community and worker organizations (general industry)	Conduct four trainings in at least four regions (Bay Area, Napa/Sonoma, Central Valley, and Central Coast) - where each training would include 2-4 leaders or staff from 6-8 organizations. Provide technical assistance to worker organizations.	February 28, 2021
Training outline and materials for a one-to two-hour core synchronous worker training (general industry)	This core training can be adapted by LOHP to use with diverse participants, or it can be shared with worker organizations in a "train the trainer" format so that organization staff/worker leaders can deliver the training. Depending on our audience, we would include some industry specific scenarios and resources they can draw upon. Materials for this	January 15, 2021

	training will include the PPT slides and notes and any other handouts or resources participants receive.	
Fact sheet on new emergency Cal/OSHA standard (if passed)	Worker-friendly content that supports lower-literacy levels on a new emergency Cal/OSHA standard, if passed, in at least three languages - to integrate into worker training.	December 30, 2021
Training materials	Develop videos or other materials to supplement training for workers and community/worker organizations.	April 30, 2021
Conduct worker trainings (general industry)	Conduct 10 trainings in English and/or Spanish, with a possibility for other languages with interpretation.	June 30, 2021
Final report	Summary report describing project outputs and evaluation findings.	June 30, 2021

The following Deliverables are subject to Section 19. Copyrights, paragraph B of Exhibit C

ATTACHMENT A-2

Key Personnel
(Standard Agreement)

KEY PERSONNEL

List Key Personnel as defined in the Agreement starting with the PI, by last name, first name followed by Co-PIs. Then list all other Key Personnel in alphabetical order by last name. For each individual listed include his/her name, institutional affiliation, and role on the proposed project. Use additional consecutively numbered pages as necessary.

Last Name, First Name	Institutional Affiliation	Role on Project
PI: [REDACTED]	UC Berkeley Labor Occupational Health Program	PI – [REDACTED] will be responsible for compliance with the terms of the grant and will monitor all administrative, programmatic, and fiscal aspects of the program, will be involved in coordination with other UC programs and LWDA, and given her extensive background with UFCW, will facilitate the beginning of that partnership-
Other Key Personnel (if applicable): [REDACTED]	UC Berkeley Labor Occupational Health Program	Project manager – [REDACTED] will be responsible for oversight and coordination of the entire program, managing the work plan, staff responsibilities, and activities. She will be involved in the worker/leader/union retraining as well as worker training in the industry-specific models, as well as the regional trainings, Spanish-language trainings, and materials development.
[REDACTED]	UC Berkeley Labor Occupational Health Program	Training Coordinator – [REDACTED] will coordinate the development of the employer trainings and will be the lead instructor in these trainings.
[REDACTED]	UC Berkeley Labor Occupational Health Program	Training Coordinator – [REDACTED] will coordinate development of the regional trainings and will carry out worker and partner trainings in response to requests, as well as be involved in materials development.

[REDACTED]	UC Berkeley Labor Occupational Health Program (pending)	This new position will work on all aspects of this program, carrying out trainings in conjunction with other lead coordinators, coordinating with partners, and be involved in materials development.
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ATTACHMENT A-3
Authorized Representatives
(Standard Agreement)

AUTHORIZED REPRESENTATIVES AND NOTICES

The following individuals are the authorized representatives for the State and the University under this Agreement. Any official Notices issued under the terms of this Agreement shall be addressed to the Authorized Official identified below, unless otherwise identified in the Agreement.

State Agency Contacts	University Contacts
Agency Name: Labor and Workforce Development Agency Contract Project Manager (Technical)	University Name: Labor Occupational Health Program/UCB Principal Inv
Name: TBD, Deputy Secretary Community Engagement	Name:
Name:	Address:
Address:	Telephone: Fax: Email:
Email: Phone:	Designees to certify invoices under Section 14 of Exhibit C on behalf of PI: 1. 2. 3.

Authorized Official (contract officer) TBD, Manager, Community Engagement Address: Email: Telephone	Authorized Official Name: Address: Telephone: Fax: Email: Send notices Name: Address: Telephone: Email:
Administrative Contact Name: Address: Telephone: Fax: Email:	Administrative Contact Name: Address: Telephone: Email:
Send Invoices to: Name: Address: 	

Financial Contact/Accounting Name: [REDACTED] Address: [REDACTED] Telephone: [REDACTED] Fax: [REDACTED] Email: [REDACTED]	Authorized Financial Contact/Invoicing/Remittance Name: [REDACTED] Address: [REDACTED] Telephone: [REDACTED] Fax: [REDACTED] Email: [REDACTED]
<p>Designees for invoice certification in accordance with Section 14 of Exhibit C on behalf of the Financial Contact:</p> <ol style="list-style-type: none">1. <Name>, <Title>, <EmailAddress>2. <Name>, <Title>, <EmailAddress>3. <Name>, <Title>, <EmailAddress>	

ATTACHMENT A-4

**Use of Intellectual Property & Data
(Standard Agreement)**

USE OF INTELLECTUAL PROPERTY & DATA

If either Party will be using any third-party or pre-existing intellectual property (including, but not limited to copyrighted works, known patents, trademarks, service marks and trade secrets) "IP" and/or Data with restrictions on use, then list all such IP/Data and the nature of the restriction below. If no third-party or pre-existing IP/Data will be used, check "none" in this section.

- A. State: Preexisting IP/Data to be provided to the University from the State or a third party for use in the performance in the Scope of Work.

None

Owner (Name of State Agency or 3 rd Party)	Description	Nature of restriction:

- B. University: Restrictions in Preexisting IP/Data included in Deliverables identified in Exhibit A1, Deliverables.

None

Owner (Name of University or 3 rd Party)	Description	Nature of restriction:

C. Anticipated restrictions on use of Project Data.

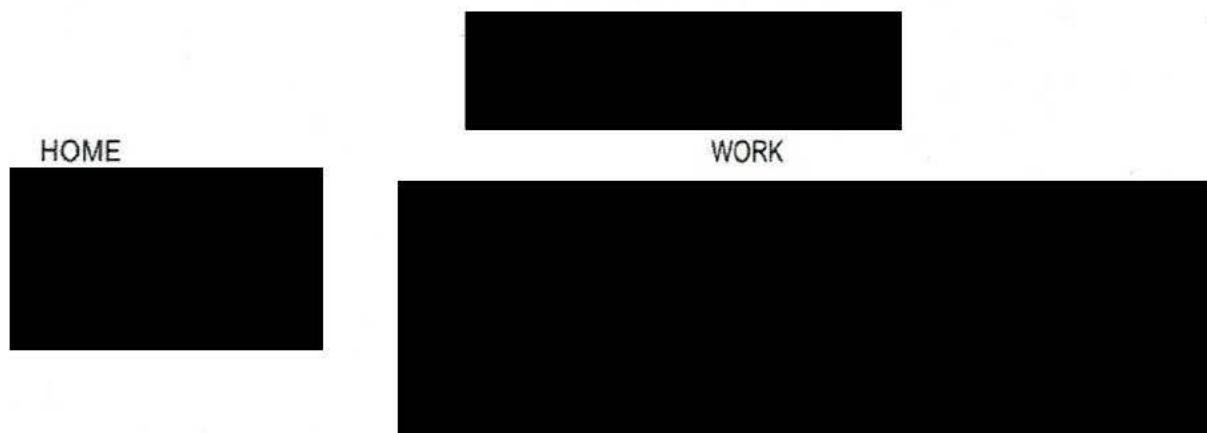
If the University PI anticipates that any of the Project Data generated during the performance of the Scope of Work will have a restriction on use (such as subject identifying information in a dataset) then list all such anticipated restrictions below. If there are no restrictions anticipated in the Project Data, then check "None" in this section.

None

Owner (University or 3 rd Party)	Description	Nature of Restriction:

ATTACHMENT A-5

**Resume
(Standard Agreement)**



HOME

WORK

—EDUCATION—

University of California, Berkeley, CA

Master of Public Health, 1983. Specialties: Occupational Health, Health Education

Brown University, Providence, RI

Bachelor of Arts, Honors, 1977. Concentration: Social Science

Estudio Sampere, Madrid, Spain

Spanish certificate, Spring, 1977.

—PROFESSIONAL EXPERIENCE—

Director

October 2013–Present

Associate Director

July, 1982–October, 2013 **Labor Occupational Health Program, School of Public Health, Center for Occupational and Environmental Health, University of California, Berkeley.**

Responsible for overseeing LOHP's programs providing training, research support, materials development and technical assistance for workers, employers, health professionals, and the general public. Supervises diverse professional and administrative staff. Serves as PI on a range of training, community outreach, and participatory research projects. Provides training and consultation on the development and implementation of effective health and safety programs. Coordinates funding development and manages budget. Serves as liaison to UC

Berkeley's School of Public Health and the Center for Occupational and Environmental Health.	Occupational and Environmental Health, University of California, Berkeley Member of Leadership Team which oversees all LOHP's programmatic and administrative functions. Responsible for oversight of organization's outreach and education services, including training, technical assistance and library services. Served as Project Director for a number of LOHP training and community-based participatory research (CBPR) projects (described below). Provided training and technical assistance for employees, employers, community groups and professionals on a wide range of occupational health issues including identifying and addressing hazards, OSHA rights and responsibilities, and workers' compensation. Provided technical assistance and consultation on the development of effective injury and illness programs in the workplace. Served as Acting Director from 2010 to 2011.
Program Administrator January, 1985–July, 1987	Occupational Health Service, University of California, Berkeley. Administered occupational health medical clinic serving 15,000 university employees. Responsible for program planning and coordination, preparation of budgets and annual reports and employee supervision. Administered preventive health screening programs for employees exposed to such health hazards as asbestos, carcinogens and noise.
Stress Management Consultant Summer, Fall, 1983	Kaiser Permanente Medical Center, Walnut Creek, CA. Designed and implemented eight-week stress management programs. Developed educational and training materials.
Health Educator January, 1980–May, 1981	Roxbury Comprehensive Community Health Center, Boston, MA. Coordinated, developed and implemented all health education programs. Conducted workshops for patients and staff on such topics as women's health, nutrition, prenatal care, stress and occupational health. Participated in community-wide efforts to plan and coordinate health programs.

—PARTIAL LIST OF PROFESSIONAL ACTIVITIES AND PRESENTATIONS—

Member, California's Occupational Safety and Health Standards Board, 2012 to present

Member, National Institute for Occupational Safety and Health (NIOSH) NORA Committee for the Health Care and Social Assistance (HCSA) Sector, charged with assessing current research and identifying gaps and future research needs. 2007 to present

Member, National Institute of Occupational Safety and Health (NIOSH) NORA Committee for Healthy Workforce Design, charged with assessing current research and identifying gaps and future research needs. 2018 to present.

Member, California Breast Cancer Prevention Partners Advisory Board, charged with assisting with the development of a comprehensive breast cancer prevention plan for the state of California. 2017 to present.

Member, UC Berkeley Labor Center Advisory Board, charged with providing input into Labor Center activities and promoting collaborations with LOHP.

PI, California Worker Occupational Safety and Health Training and Education Program. Oversees LOHP's WOSHTEP program, funded by the California Commission on Health and Safety and Workers' Compensation, designed to train California workers to be "Specialists" who will take leadership roles in promoting health and safety in their workplaces and to provide resources and support to small businesses, youth and underserved workers. 2002 - present.

PI, Project Director, School Action for Safety and Health (SASH). Oversees state-wide program, funded by the California Commission on Health and Safety and Workers' Compensation, to develop and implement training and materials designed to assist school districts in implementing effective injury and illness prevention programs. 2009 – present.

PI, Occupational Chemical Exposures in CA and Breast Cancer. Oversees LOHP's work to conduct focus groups with domestic workers and hotel housekeepers to explore exposure to chemicals of concern for breast cancer. Funded by Public Health Institute/California Breast Cancer Research Program. 2018-2021.

PI Occupational Safety and Health Research Centers, NIOSH, LOHP Community Engagement Component. Responsible for coordinating LOHP's efforts to support training of OH professionals, promote research to practice and community based participatory research, provide student internships and promote community engagement. 2015 to 2020

—PARTIAL LIST - PUBLICATIONS AND WRITTEN MATERIALS—

[REDACTED] 2015. Labor unions: A public health institution. *Am J Public Health*. 105(2):261-71

[REDACTED] 2011. The Roles of Labor Unions (Chapter 32). In *Occupational and Environmental Health: Recognizing and Preventing Disease and Injury*, 6th edition. Levy BS, Wegman DH, Baron SL, Sokas RK, editors. Oxford: Oxford University Press

[REDACTED] Training for Action: from Hardware to Hard Hats. *American Journal of Industrial Medicine* 22:691-701. 1992.,

[REDACTED] "The Role for Community-Based Participatory Research in formulating Policy Initiatives: Promoting Safety and Health for In-Home Care Workers and their Consumers", *Am J Public Health*. 2009 November; 99(Suppl 3): S531–S538.

[REDACTED] Formative Research in Occupational Health and Safety Intervention for Diverse, Underserved Worker Populations: A Homecare Worker Intervention Project", in *Public Health Reports*, 2009 Supplement, Volume 124.

Co-Author, Caring for Yourself While Caring for Others: Practical Tips for Homecare Workers, NIOSH, Spring, 2010.

[REDACTED] NIOSH, Partnership for Safety: A Participatory Research Project with Homecare

Workers and Consumers", presented at APHA Annual Meeting. November, 2007.



WORK EXPERIENCE

*Associate Director
(October 2015 – present)*

*Program Coordinator
(January, 1996 – October, 2015)*

Labor Occupational Health Program, UC Berkeley, CA

Design and manage projects to address workers' health and safety and develop effective strategies to improve working conditions, with a focus on immigrant workers. Key areas of work include developing training programs, outreach and education strategies, social marketing and communications campaigns and policy initiatives. As Associate Director, support LOHP's funding development strategies, administrative oversight and strategic planning process. Specific current responsibilities include: manage project on climate change and the labor movement; develop resources and training to reach employers and workers in the underground economy as well as training on sexual harassment prevention for the janitorial industry; coordinate program to train healthcare workers on the new workplace violence standard; conduct research on workload and health and safety among janitors.

Health Educator

July, 1994-December, 1995

Contra Costa County Health Department, Martinez, CA

Staffed a multi-disciplinary community advisory board to the Public Health Division. Served as the link between division programs and the board, identified and researched issues, and developed policy options and recommendations for action. Worked on a variety of community education programs, including the planning phase for the County Breast Cancer Partnership. Worked with committees to develop the program and designed a needs assessment and focus group surveys. Wrote the Outreach and Education Plan for the County Lead Poisoning Prevention Project.

Community Relations Coordinator

September, 1990-July, 1994

California Department of Health Services, Emeryville, CA

Developed, implemented and evaluated plans and strategies to educate and involve communities in the Department's health studies. Conducted assessments of community concerns. Identified community leaders, organizations and interested parties, and served as primary contact for community members. Created and staffed community advisory

committees. Organized and facilitated community meetings. Wrote educational fact sheets, health advisories and press releases.

EDUCATION

University of California at Berkeley, Berkeley, CA
Masters in Public Health, Community Health Education, May 1995

Yale University, New Haven, CT
Bachelor of Science, Biology, May 1987

LANGUAGES

Fluent Spanish

SELECTED PRESENTATIONS

"A Worker and Labor Approach to Health and Safety" – Presented at UCSF Occupational Health Nursing Class, October 2016.

"Occupational Health of Latino Immigrant Workers" – Presented in national webinar with Health Initiative of the Americas, July 2014.

"Evaluation of California's Campaign to Prevent Heat Illness Among Outdoor Workers" – Presented at American Public Health Association Annual Conference, November 2013.

"Training Promotores on Occupational Health and Safety" – Developed and taught a two-day train-the-trainer program to develop lay health educators for the janitor's union, working with Building Skills Partnership, Oakland and San Jose, December 2011.

"Using Social Marketing Methods to Improve Working Conditions" – Guest lecturer at San Francisco State Health Education Theory class for MPH students, San Francisco, October 2011.

"Building Community Capacity through Peer Leaders in Community-based Participatory Research: Lessons Learned" – Coauthor for presentation at APHA's annual meeting, November 2010.

SELECTED PUBLICATIONS

[REDACTED] "Workload in California's Janitorial Industry: An Emerging Health and Safety Concern."
Prepared for the California Commission for Health and Safety and Workers' Compensation, December 2016.

[REDACTED] "Promoting Adoption of Fall Prevention Measures Among Latino Workers and Residential Contractors: Formative Research Findings." *American Journal of Industrial Medicine*, August 2015.

[REDACTED] "Creating a Climate for Ergonomic Changes in the Construction Industry." *American Journal of Industrial Medicine*, August 2015.

[REDACTED] "All Workers have Rights in California." Produced for the state Labor Enforcement Task Force, January 2015.

[REDACTED] "Heat Illness Prevention Campaign Final Performance and Evaluation Report, 2010–2012." Produced for the California Department of Industrial Relations, March 2013.

[REDACTED] "Worker Safety in Recycling Facilities." Materials and curriculum developed for OSHA Harwood Training Program. March 2012.

[REDACTED] "Domestic Worker Safety and Dignity Project: Impact and Lessons Learned." Produced for the Robert Wood Johnson Foundation and the Zellerbach Family Foundation, July 2011.

PROFESSIONAL EXPERIENCE

Program Coordinator
Labor Occupational Health Program (LOHP)
University of California, Berkeley
October 1998 – present

A member of the LOHP Leadership Team which is responsible for funding development, decision making for the organization, and supervision of staff. Program Coordinator for projects related to educating adults and youth about occupational safety and health.

Key projects include:

- **Worker Occupational Safety and Health Training and Education Program (WOSHTEP)**, a state-wide initiative that aims to reduce injuries and illnesses among California workers across all industries and occupations through education and outreach activities. Duties include management of 5 full- and part-time project staff at UC Berkeley and UC Davis; training, outreach and presentations to various groups; budget oversight and reporting; curriculum writing; and materials development.
- California's **School Action for Safety and Health (SASH) Program** which assists school districts develop and implement effective injury and illness prevention programs for school employees. Duties include management of 4 full- and part-time project staff at UC Berkeley and UCLA. Activities include delivering and supervising trainings for school district-level health and safety coordinators; overseeing the development of a variety of resource materials; serving as staff to

the program's advisory committee; outreach and presentations to various groups; budget oversight and reporting; and management of project staff and consultants.

- **Staying Safe at Work: Teaching Workers with Intellectual Disabilities about Health and Safety on the Job**, a training program about occupational safety and health that LOHP offers around the country to agencies supporting workers with intellectual and developmental disabilities. The training uses a curriculum developed by LOHP and adopted by NIOSH which is available on their website. Serve as health and safety trainer for SourceAmerica – a federal non-profit that serves employers of people with disabilities.
- **Taking Action for Safety and Health**, a state-wide project that provides training and resources to small businesses on how to create and implement an effective Injury and Illness Prevention Program (IIPP). Activities include overseeing the development and delivery of resource materials and a training program; outreach and presentations to various groups; budget oversight and reporting; and management of project staff and coordination with partners. In 2016 this program was expanded to include IIPP training tailored for staffing agencies that explains their responsibilities related to protecting their temporary workers. This training program has been expanded through additional funding from federal OSHA to reach staffing agencies in other states around the country.
- **Occupational safety and health education for youth**, a state- and nation-wide effort to institutionalize occupational safety and health education in school- and community-based programs targeting youth. Activities are being conducted through a California Young Worker Partnership.
- LOHP representative on the **California Collaborative on International Health and Safety** to increase the occupational safety and health capacity of worker and community organizations and to teach trainers how to deliver health and safety training programs, using participatory training techniques. In recent years this work has primarily focused on the garment industry in Bangladesh. Previously the California Collaborative worked in other parts of Asia.

Project Director

Occupational Health Surveillance Program
Massachusetts Department of Public Health, Boston, MA
October 1990 – June 1998

- Director of a community-based education project designed to enhance the health and safety of teenaged workers. Activities included conducting trainings for a variety of audiences; working with high school teachers, employers, parent groups, community organizations and other key partners to institutionalize resources; supervising teen peer educators; coordinating the project's advisory board; media outreach; administering the project budget; developing educational materials; and grant writing and reporting (1995 – 1998).
- Director of the Sentinel Event Notification System for Occupational Risks (SENSOR) in Massachusetts – a surveillance project to document occupational illnesses and injuries.

EDUCATION

Master of Public Health, emphasis in health education, University of California at Berkeley, CA 1985
Bachelor of Arts, American Studies and History, University of Mary Washington, Fredericksburg, VA 1977

SELECTED MATERIALS and CURRICULA

[REDACTED] *Aging in the Workplace: Promoting Safe and Healthy Workplaces for Everyone*, IAIABC Perspectives: <https://user-oLv4vZh.cld.bz/IAIABC-Perspectives-July-2017>.

Staying Safe at Work (2005, revised in 2009 and 2016) lead author of this curriculum for teaching workers with intellectual disabilities about workplace health and safety. This curriculum has been adapted for a national audience and co-produced with the National Institute for Occupational Safety and Health (NIOSH), CDC. It is available for downloading from the NIOSH website.

[REDACTED] Poster for APHA November 2014. California's Taking Action for Safety and Health Program: Are small businesses creating effective health and safety programs as a result of the TASH program?

[REDACTED] *Promoting job safety for workers with intellectual disabilities: the Staying Safe at Work training curriculum*, New Solutions, Vol. 21(4) 591-601, 2011.

Worker Occupational Safety and Health Specialist Course (2005, revised in 2011), lead author of this curriculum for teaching worker leaders about occupational safety and health and leadership skills for use as part of California's Worker Occupational Safety and Health Training and Education Program.

Lead-Related Construction Sampling Technician Course (2008) supervising writer of this model curriculum for use by California Department of Public Health-accredited training providers to teach students who want to become Sampling Technicians.

[REDACTED] *Promoting the Health and Safety of Individuals with Developmental Disabilities Employed in Mainstream Settings: Report and Recommendations* to the National Institute for Occupational Safety and Health (NIOSH), U.S. Department of Health and Human Services (2006).

MEMBERSHIPS, AWARDS, VOLUNTEER ACTIVITIES

- LOHP Representative to the California Collaborative on International Occupational Safety and Health. 2014 to present.
- Cal/OSHA Advisory Committee member – appointed in 2015. 2015 to present.
- 2017 award winner of the A.G. Brinley Award which recognizes outstanding service in a particular area such as the arts, education or health, or for a major project that benefits the city of Davis, CA.
- One of the 2017 winners of Congressman John Garamendi's Women of the Year awards – for service to individuals with intellectual and developmental disabilities.
- Founder and President of Team Davis. Team Davis is a volunteer-run non-profit organization that provides sports, social, cultural and recreational activities to children and adults with disabilities in Yolo County, 2006 to present.

- Special Olympics of Northern California Volunteer of the Year award for sports, 2009.
- Annual Recognition Award for outstanding service and dedication to individuals with disabilities presented by Yolo County SELPA Community Advisory Committee, May 7, 2007.
- Davis Joint Unified School District Superintendent's Advisory Committee for Special Education – member, 2004-2007.

Education [REDACTED]

INSTITUTION AND LOCATION	DEGREE	YEAR	FIELD OF STUDY
Georgetown University, Washington, DC	Bachelor of Science in Foreign Service	1992-1996	International development
Masters in Urban Planning and Masters in	Master's Degree in Urban Planning	1999-2001	Labor issues; Education
Latin American Studies, University of California, Los Angeles	Master's Degree in Latin American Studies		
Multiple Subjects California CLEAR teaching credential	California State University, Los Angeles	2007-2008	Education including focus on English language learners

Professional Experience

2015–present, Coordinator of Public Programs, Labor Occupational Health Program, University of California, Berkeley

2008-2014, Credentialed teacher in Los Angeles Unified School District; teacher in San Mateo Adult School, San Mateo

2003-2006, Associate Director, Sweatshop Watch, Los Angeles

2002-2003, Director of Education and Case Management, Garment Worker Center, Los Angeles

2000-2002, Project Coordinator, Labor Occupational Safety and Health Program, University of California, Los Angeles

1996-1999, Project Director for Hispanic Adult Education, National Council of La Raza (now UNIDOS US), Washington, DC.

Professional Memberships/ Recognition

Member, CA statewide coalition for COVID response and OSH advocacy, March 2020- present

Reviewer of abstracts for the American Public Health Association, January 2020-present

Shop steward, UAW 5810, 2019- present

Member, Sexual Violence/Sexual Harassment Prevention Committee, UC Berkeley School of Public Health, 2019-present

Board member, Temp Worker Justice, 2019- present

Member, San Mateo County Wage Theft Coalition, 2018-present

Outstanding Educator Award from the National Council of Occupational Safety and Health, 2018.

Steering Committee Member, National Coalition of Occupational Health's Our Turn Action Network, 2017-present

Member, California Alliance for Secure Employment, 2017-present

Member, Bay Area Day Labor Network, 2017-present

Member, Coalition of Low Wage Immigrant Advocates, CA, 2016- present

Educational materials certified by federal OSHA

Protecting Farmworkers from Wildfire Smoke Hazards, a 1.5 hour workshop for farmworkers, in English and Spanish, cowritten with Suzanne Teran, (2020).

Health and Safety for Airport Workers, a 3 hour workshop for airport workers, in English and Spanish (2019).

Health and Safety for Janitors, a 2 hour workshop for janitors, in English and Spanish (2019).

Training of Trainers to teach Health and Safety for Airport Workers, a 6 hour workshop for union staff and worker leaders, in English and Spanish (2019).

Training of Trainers to teach Health and Safety for Janitors, a 6 hour workshop for union and non-union worker advocates and worker leaders, in English and Spanish (2019).

Working Safely With Chemicals, a 2 hour workshop for hospitality workers, in English and Spanish (2018).

How to Prevent Pain at Work, a 2 hour workshop in Spanish on ergonomics for hotel housekeepers, food service and janitorial workers, in English and Spanish (2017).

Training of Trainers for How to Prevent Pain at Work, a six-hour Training of Trainers (TOT) on ergonomics for hotel housekeepers, food service and janitorial workers, in English and Spanish (2017).

La Salud y Seguridad En El Trabajo (Health and Safety at Work), a 2-hour health and safety workshop for workers in various industries, in Spanish (2016).

La Salud y Seguridad En El Trabajo (Health and Safety at Work), a 6-hour leadership workshop for food processing workers, in Spanish (2016).

Training of Trainers for Health and Safety at Work, an 8-hour English and Spanish Training of Trainers (TOT) to help prepare worker advocates teach the 2-hour *Health and Safety at Work* workshop to food processing, warehouse, and tech support workers, in English and Spanish (2016).

Education:

Bachelor of Science, Biology

San Francisco State University-May 2000

Sommelier Certification, Court of Master Sommeliers

Intensive Sommelier Training, French Culinary Institute-June 2011

Highlights:

- Over 4 years experience managing union-based health and safety training programs for health care workers and hotel workers.
- Developed occupational health and safety training curriculum and conducted multi-lingual training workshops resulting in over 4000 union members trained.
- Implemented outreach programs to maximize attendance at health and safety training workshops.
- Provided Technical Assistance to union members and representatives on health and safety issues, including but not limited to filing OSHA complaints.
- Presented on two panels: 1) COSHCON 2019, *Winning New Safety Rights on the State/Local Level* and 2) COEH (UC Berkeley) Builds Bridges 2019, *New Standards Unique to California*
 - Joined the Board of Directors of WorkSafe, a California-based organization dedicated to promoting and protecting worker health and safety policy and laws.
 - Proficient in Word, Excel, Access and Quickbooks.

Experience:

UNITE HERE! International Union, Oakland, California

October 2018- Present

SENIOR OCCUPATIONAL HEALTH SPECIALIST

- Currently working on workplace violence issues in retail settings as a result the enforcement of mask mandates in various workplaces.
- Assisted in researching and writing language for factsheets on COVID-19 for healthcare workers.

- Created training materials and worker toolkits for Hotel Housekeepers around the CalOSHA 3345 Hotel Housekeeping MSI Prevention Standard in conjunction with the Labor Occupational Health Program (LOHP) of UC Berkeley.
- Trained and assisted hotel housekeeper worker trainers in providing other hotel housekeepers with a 2-hour training about the CalOSHA standard.
- Conducted Worksite Evaluations on hotel properties in accordance with the CalOSHA standard.

Beverages and More, Oakland, California May

2016- November 2016

WINE SPECIALIST

- Worked as primary sales lead in the wine department of the store.
- Rearranged the wines on display according to region, grape type and price.
- Created relationships with individual customers, event coordinators and wedding clients.
- Successfully made recommendations to customers according to taste, food paring and occasion.
- Increased wine sales during my employment.

Cine Cuvee, Orinda, California

February 2016-June 2016

WINE BARTENDER

- Served wine and food to customers in a cafe setting.
- Prepared food to be consumed on site or in the movie theater adjacent to the bar.
- Engaged with customers leading to repeat visits.

ASD Global, Walnut Creek, California October

2015- April 2016

PROJECT LEAD

- Managed Implementation of new CRM system for internal use by the ASD Global sales team.
- Managed the implementation of a web-based application for the Office of Historical Preservation of California that is used to manage information on historical landmarks within the state.
- Updated company website content.
- Developed marketing collateral

The Shirley Ware Education Center, SEIU-UHW, Oakland, California

January 2003- June 2005 May 2008- March 2009

PROJECT COORDINATOR AND EDUCATOR - OCCUPATIONAL HEALTH AND SAFETY PROJECT

- Conducted Health and Safety training for various Healthcare workers on various health and safety topics
- Developed different types of Health and Safety curricula for employees in a health care setting and trained over 4000 healthcare workers with these materials.
- Types of healthcare workers trained: Licensed Vocational Nurses, Certified Nursing Assistants, Homecare workers, Environmental Services.

- The curricula covered topics including: Blood Borne Disease Infection Prevention, Back Injury Prevention and Hazardous Materials.
- Trained in Chinese, Russian, Spanish and English with the aid of a translator.
- Held 5 separate trainings at Laguna Honda Hospital, for all the employees, on Workplace Violence and Illness and Injury Prevention.
- Outreach for participation was done through many mediums, including but not limited to: flyers, e-mail, websites and presenting at meetings to generate interest
- Provided consistent technical assistance and support to union members and union staff on various Health and Safety issues; provided technical assistance on interpretation of OSHA regulations and filing complaints.

SEIU-UHW Joint Employer Education Fund, Oakland, California

March 2007- May 2008

IMPLEMENTATION SPECIALIST

- Planned 11 Continuing Education seminars for over 400 behavioral health professionals.
- Conducted outreach through many different mediums for maximum attendance at the seminars.
- Coordinated speakers and space for seminars.
- Coordinated Academic Support programs to support healthcare professionals re-entering college to upgrade their careers.

The Shirley Ware Education Center, Oakland, SEIU 250, California

October 2000-June 2005

PROJECT COORDINATOR AND EDUCATOR- OCCUPATIONAL HEALTH AND SAFETY PROJECT January 2003-June 2005

Held this position twice (See Description Above)

PROGRAM COORDINATOR- KAISER ENTRY-LEVEL PLACEMENT PROGRAM June 2002- January 2003

- Managed a program, funded by a \$400,000 Workforce Investment grant that involved working with Kaiser Permanente with the goal of placing 140 individuals (mostly displaced workers and individuals receiving welfare) into entry-level jobs; ultimately achieving 122 placements.

CASE MANAGER- WELFARE TO WORK PROGRAM April 2001- June 2002

- Case managed and counseled over 100 individuals through vocational training and job referral programs. Most of the participants were enrolled in Welfare-to-work programs.
- Established connections and relationships with employers, which resulted in the development of positions and on-site job training.

PROJECT ASSISTANT- WELFARE TO WORK PROGRAM October 2000- June 2001

- Provided administrative support for many vocational and education programs running in tandem.

Other Achievements:

Trained approximately 500 people in Basic Life Support (CPR).

Computer Skills:

Windows, Mac

Excel, Access, HTML, Quickbooks

Social Media (Facebook, Twitter, Instagram etc.) as needed to promote business or programs

Languages: Hindi- Can read, write and speak Spanish- Currently studying

ATTACHMENT A-6
Current & Pending Support
(Standard Agreement)

CURRENT & PENDING SUPPORT

University will provide current & pending support information for Key Personnel identified in Exhibit A2 at time of proposal and upon request from State agency. The "Proposed Project" is this application that is submitted to the State. Add pages as needed.

PI: [REDACTED]					
Status (currently active or pending approval)	Award # (if available)	Source (name of the sponsor)	Project Title	Start Date	End Date
Proposed Project					
CURRENT	16BS-1142	California Department of Industrial Relations	Worker Occupational Safety and Health Training and Education Program (WOSHTEP)	10/15/2019	10/14/2022
CURRENT	SH05179SH9	OSHA	Building Capacity to Train Vulnerable Workers	9/30/2019	9/30/2020
CURRENT	01009	California Breast Cancer Research Program	Occupational Chemical Exposures in California and Breast Cancer	1/31/2019	1/31/2021
CURRENT	A17-0224S011	UC Davis	Exploring Agriculture Workers' Exposure to and Experience with Wildfires	9/30/2019	9/29/2020

CURRENT	16BS-1059	California Department of Industrial Relations	School Action for Safety and Health (SASH)	10/15/2019	10/14/2022
CURRENT	16BS-1060	California Department of Industrial Relations	California Partnership for Young Worker Health and Safety	10/14/2019	10/14/2022

PI: [REDACTED]					
Status (currently active or pending approval)	Award # (if available)	Source (name of the sponsor)	Project Title	Start Date	End Date
CURRENT	202004-263581	San Francisco Foundation	Covid 19—Protecting essential workers	5/14/2020	11/13/2020

Status	Award #	Source	Project Title	Start Date	End Date
Current	71002 - 01009	Public Health Institute	Occupational Chemical Exposures in California and Breast Cancer	2/1/18	1/31/21
Current	62265-SH99089SH0	CA DOL OSHA	Building Capacity to Train Vulnerable Workers	10/1/20	9/30/21
Current	62156- 2 T42OH008429-1600	CDC	Occupational Safety and Health Educational and Research Centers	7/1/20	6/30/25
Pending	HZW	NIEHS.	Worker Health and Safety Training Cooperative Agreement	8/1/20	7/31/25
Pending	Covid				
Pending	25873	CA Dept of Industrial Relations	California Commission on Health and Safety and Workers Compensation	7/1/20	6/30/22

[REDACTED]

Status	Award #	Source	Project Title	Start Date	End Date
Current	70184-26171	California Department of Industrial Relations	School Action for Safety and Health (SASH)	10/1/2018	6/30/22
Current	62265-SH99089SH0	CA DOL OSHA	Building Capacity to Train Vulnerable Workers	10/1/20	9/30/21
Current	70252- 46883	California Department of Industrial Relations	School Action for Safety and Health	10/15/19	10/14/22
Current	70254 - 46880	California Department of Industrial Relations	Worker Occupational Safety and Health Training and Education Program	10/15/19	10/14/22
Pending	25873	CA Dept of Industrial Relations	California Commission on Health and Safety and Workers Compensation		

[REDACTED]

Status	Award #	Source	Project Title	Start Date	End Date
Current	62265-SH99089SH0	CA DOL OSHA	Building Capacity to Train Vulnerable Workers	10/1/20	9/30/21
Current	70254 - 46880	California Department of Industrial Relations	Worker Occupational Safety and Health Training and Education Program	10/15/19	10/14/22

Exhibit B
Budget for Project Period
(Standard Agreement)

Principal Investigator (Last, First):

COMPOSITE BUDGET: ESTIMATE FOR ENTIRE PROPOSED PROJECT PERIOD	
10.15.2020 to 06.30.2021	

JUSTIFICATION. See Exhibit B1

Funds Reversion Dates					

Project Period Budget Flexibility (lessor of % or Amount)

Prior approval required for budget changes between approved cost categories above the thresholds identified	%				
	Amount				

* MTDC = Modified Total Direct Cost

ATTACHMENT B-1
Budget Justification Personnel
(Standard Agreement)

Principal Investigator (Effort = 8%; 0.68 Academic Months Year 1):

[REDACTED] is an experienced administrator, with over 30 years of experience providing oversight to multiple governmental grants and contracts. She will be responsible for compliance with the terms of the grant and will monitor all administrative, programmatic and fiscal aspects of the program, will be involved in coordination with other UC programs and LWDA, and given her extensive background with UFCW, will facilitate the beginning of that partnership.

[REDACTED] fringe benefits will be calculated at UC Berkeley's Academic Composite Fringe Benefit Rate of 35.9%

Project Manager (Effort = 50%; 4.27 Academic Months Year 1)

[REDACTED] will be responsible for oversight and coordination of the entire program, managing the work plan, staff responsibilities, and activities. She will be involved in the worker leader/union rep training as well as worker training in the industry-specific models, as well as the regional trainings, Spanish-language trainings, and materials development.

[REDACTED] fringe benefits will be calculated at UC Berkeley's Academic Composite Fringe Benefit Rate of 35.9%

Training Coordinator (Effort = 20%; 1.71 Academic Months Year 1):

[REDACTED] will coordinate development of the regional trainings and will carry out worker and partner trainings in response to requests, as well as be involved in materials development.

[REDACTED] fringe benefits will be calculated at UC Berkeley's Academic Composite Fringe Benefit Rate of 35.9%

Training Coordinator, (Effort = 10%; 0.85 Academic Months Year 1):

[REDACTED] will coordinate the development of the employer trainings and will be the lead instructor in these trainings.

[REDACTED] fringe benefits will be calculated at UC Berkeley's Academic Composite Fringe Benefit Rate of 35.9%

Librarian (Effort = 10%; 0.85 Calendar Months Year 1)

[REDACTED] will provide research support for the development of trainings and materials and will provide research in response to our technical assistance and industry-specific tailoring needs.

[REDACTED] fringe benefits will be calculated at UC Berkeley's No Eligibility Composite Fringe Benefit Rate of 5.5%

Education Specialist (Effort 100%; 8.54 Calendar Months Year 1)

This new position will work on all aspects of this program, carrying out trainings in conjunction with other lead coordinators, coordinating with partners, and be involved in materials development.

[REDACTED] fringe benefits will be calculated at UC Berkeley's Limited Composite Fringe Benefit Rate of 16.4% for a shortterm contract position.

TBN Program Assistant (Effort = 76.8%; 6.56 Calendar Months Year 1)

The Program Assistantwill coordinate outreach for trainings, communication with partners, as well as track documentation (training numbers, support evaluation activities) etc. This person will also assist with scheduling project meetings, and all the logistics around remote trainings, and will be responsible for any additional logistics related to the program and administrative tasks associated with this project.

TBN fringe benefits will be calculated at UC Berkeley's Staff Composite Fringe Benefit Rate of 45.9%

Business Manager (Effort 5%; 0.43 Academic Months Year 1)

[REDACTED] will assist with monitoring overall budget and project expenditures and for preparing financial reports.

[REDACTED] fringe benefits will be calculated at UC Berkeley's Staff Composite Fringe Benefit Rate of 45.9%

Fringe Benefits.

The University of California, Berkeley Composite Fringe Benefit Rates (CFBR) have been reviewed and federally approved by the Department of Health and Human Services (DHHS) for use by all fund sources. Rates beyond 6/30/2021 are estimates and are provided for planning purposes only. Future CFBR rates are subject to review and approval by DHHS on an annual or biannual basis.

UCB Composite Benefit Rates

CBR Rate Group	Approved		Projections for Planning Purposes --- >			
	FY20	FY21	FY22	FY23	FY24	FY25
Academic	36.5%	35.9%	35.9%	35.9%	35.9%	35.9%
Staff	45.5%	45.9%	45.9%	45.9%	45.9%	45.9%
Limited	17.4%	16.4%	16.4%	16.4%	16.4%	16.4%
Employees with No Benefit Eligibility	5.6%	5.5%	5.5%	5.5%	5.5%	5.5%
Students (Graduate and Undergraduate)	2.4%	2.4%	2.4%	2.4%	2.4%	2.4%

For more information, please see: <http://www.spo.berkeley.edu/policy/benefits/benefits.html> Travel

N/A

Materials and Supplies

\$8,211 is requested for office expenses related to daily project activities, which include the following: copying, paper, office supplies (pens, paper, pencils, and misc. supplies) phone and mailing expenses. These daily supplies are necessary for project meetings, trainings, and writing activities.

Equipment

N/A

Consultant Costs

Bilingual Trainer Consultants: to support staff in carrying out Spanish-language training, estimated at 45 days x \$800 a day:

\$36,000

Subawardee (Consortium/Subrecipient) Costs N/A Other Direct Costs

Production and Design -for design of handouts and fact sheets that will accompany training (in multiple languages) (estimated at \$20,000); development of digital tools and short videos to provide asynchronous training content (estimated at \$20,000 for a video X 4) – \$100,000

Translation/Interpretation - translation of training handouts and powerpoints into Spanish and possibly other languages; interpretation at trainings that are multilingual-estimated based on development for a variety of training programs reaching workers, employers and worker leaders - \$20,000

Outreach Partners –

- a. UFCW: \$15,000 to provide the following services associated with delivering educational programs:
 1. Input into the development of material and training programs
 2. Recruitment of participants into remote training programs 3. Follow up to participants as needed.
- b. Additional partners TBD to provide same services: \$25,000

GAEL: The General, Automobile, and Employment Liability (GAEL) charge was instituted in 1998 to fund the campus's share of expenses associated with claims and lawsuits defended by the University. The GAEL charge is \$1.55 per \$100 of payroll, which amounts to \$2,446 in the proposed budget. GAEL applies to all funds, including gifts and grants, with the exception of direct federal contracts, grants, and flow-through transactions.

Additional information can be found at: <https://riskservices.berkeley.edu/insurance-programs/liability>.

UCRP: Interest portion is assessed on non-federal fund sources at a rate of 0.30% of UCRP-covered payroll for FY 21-23 and .59% for FY 24. See rates [here](#). The proposing team is responsible for verifying that only UCRP-covered payroll is included in their UCRP calculation. For information on eligibility for membership in UCRP, refer to the UCRP Summary Plan Description (<https://ucnet.universityofcalifornia.edu/compensation-and-benefits/retirement-benefits/ucrp/>).

Rent N/A Indirect (F&A) Costs

According to UCOP Indirect Cost Policy for on-campus projects funded by State of California. The indirect costs will be 30% MTDC.

- F&A Base: \$412,215
- Total F&A: \$123,665

**ATTACHMENT B-2
Invoice Elements
(Standard Agreement)**

Invoice and Detailed Transaction Ledger Elements

In accordance with Section 14 of Exhibit C – Payment and Invoicing, the invoice, summary report and/or transaction/payroll ledger shall be certified by the University's Financial Contact and the PI (or their respective designees).

Invoicing frequency

Quarterly Monthly

Invoicing signature format

Yes-Facsimile/Electronic Approval

Summary Invoice – includes either on the invoice or in a separate summary document – by approved budget category (Exhibit B) – expenditures for the invoice period, approved budget, cumulative expenditures and budget balance available¹

- Personnel
- Equipment
- Travel
- Subawardee – Consultants
- Subawardee – Subcontract/Subrecipients
- Materials & Supplies
- Other Direct Costs TOTAL DIRECT COSTS (if available from system)
- Indirect Costs
- TOTAL

Detailed transaction ledger and/or payroll ledger for the invoice period²

- University Fund OR Agency Award # (to connect to invoice summary)
- Invoice/Report Period (matching invoice summary)
- GL Account/Object Code
- Doc Type (or subledger reference)
- Transaction Reference#
- Transaction Description, Vendor and/or Employee Name
- Transaction Posting Date
- Time Worked
- Transaction Amount

1 If this information is not on the invoice or summary attachment, it may be included in a detailed transaction ledger.

2 For salaries and wages, these elements are anticipated to be included in the detailed transaction ledger. If all elements are not contained in the transaction ledger, then a separate payroll ledger may be provided with the required elements.