



**Training Proposal for:
ATS Workholding, Inc. dba ATS Systems, Inc.**

Small Business

ET16-0294

Approval Date: November 16, 2015

ETP Regional Office: San Diego

Analyst: K. Campion

CONTRACTOR

- Type of Industry: Manufacturing
- Priority Industry: Yes No
- Number of Full-Time Employees
 - California: 54
 - Worldwide: 66
 - Number to be trained: 54
 - Owner Yes No
- Out-of-State Competition: NAICS Code Eligible
- Special Employment Training (SET): Yes No
- High Unemployment Area (HUA): Yes No
- Turnover Rate: 3%
- Repeat Contractor: Yes No

FUNDING

- Requested Amount: \$49,140
- In-Kind Contribution: \$66,899

TRAINING PLAN TABLE

Job No.	Job Description	Type of Training	Estimated No. of Trainees	Range of Hours		Average Cost per Trainee	Post-Retention Wage
				Class / Lab	CBT		
1	Retrainee Priority Rate SB <100	Business Skills, Mfg. Skills, Computer Skills, Cont. Imp., OSHA 10/30	54	8 - 60	0	\$910	\$16.02
				Weighted Avg: 35			

- Reimbursement Rate: \$26 SB Priority
- County(ies): Orange
- Occupations to be Trained: Administrative Staff, Engineering Staff, Production Worker, Technical/Service/Sales Staff, Supervisor, Manager
- Union Representation: Yes
 No
- Health Benefits: \$2.97 per hour

SUBCONTRACTORS

- Development Services: Training Funding Source (TFS) in Seal Beach assisted with development for a flat fee of \$2,900.
- Administrative Services: TFS will also provide project administration services for an amount not to exceed 13% of earned funds.
- Training Vendors: To Be Determined

OVERVIEW

Located in Rancho Santa Margarita, ATS Workholding, Inc. dba ATS Systems, Inc. (ATS) is a CNC machining workholding and high pressure coolant manufacturer. The Company provides a wide range of workholding and automation accessories that make metal-cutting machine tools most productive. It also manufactures high pressure pumping and coolant systems. ATS' products are used by other manufacturers who use cutting machines, and automation and workholding products to make their products.

To remain competitive in the metal machine tools industry, ATS needs to improve the overall efficiency of its business and increase production output, thereby yielding higher results. To meet this goal, the Company must upgrade the skills of its workers. Therefore, the Company has recently adopted a new Lean Manufacturing initiative to lean out waste and identify redundancy in its workflow and internal processes. This requires training for all staff.

Additionally, ATS is expanding its market by targeting sales to new customers and projects to double the number of workers over the next three years. To manage its projected growth and implement its Lean manufacturing philosophies, ATS will provide an extensive retraining effort

across the organization. With the help of ETP-funded training, the expected outcome of this training plan is to have a knowledgeable and highly-skilled efficient workforce that will allow the Company to remain viable in the marketplace.

Training Plan

Training is scheduled to start immediately upon project approval. All training will be conducted via class/lab in the following:

Business Skills – Training will be provided to all occupations based on job functions. Management Staff will learn Coaching and Leadership Skills. Others will learn Sales and Marketing Skills, Strategy Deployment Processes and Finance/Accounting skills. All trainees will learn new work processes/procedures skills to improve work flow.

Manufacturing Skills – Training will be provided to Production, Technical/Service/Sales and Engineering Staff to enhance technical skills. Trainees will learn how to conduct quality inspections, learn troubleshooting techniques, learn to execute operational strategy processes such as understanding, preparing and communicating the Daily status packages, and the maintenance and technical operations of machinery and equipment.

Computer Skills – Training will be provided to Administrative, Engineering, Technical/Service/Sales and Management Staff to utilize software tools, and learn how to navigate the Company's MRP System. Trainees will be trained in software systems critical in understanding workflow and ensuring that production, logistics and financials tie together. Engineering Staff will also learn design software skills and project management software skills.

Continuous Improvement – Training will be provided to all occupations to create an effective company culture of Lean Manufacturing and Process Improvement. Trainees will learn how to utilize 5S tools and will participate in Kaizen events. Quality Improvement Management training is critical to the success of the Company's business as it allows ATS to control, ensure and improve the overall quality of its products.

OSHA 10/30 – Training is a series of courses "bundled" by industry sector and occupation. It consists of 10 hours of training for frontline Production Staff and 30 hours for Supervisors. Completion of the training results in a certificate that expands employment opportunities. To ensure that each trainee receives certification, ETP will only consider payment earned upon completion of the full 10-hour or 30-hour course.

RECOMMENDATION

Staff recommends approval of this proposal.

Exhibit B: Menu Curriculum

Class/Lab Hours

8 – 60

Trainees may receive any of the following:

BUSINESS SKILLS

- + Coaching Skills
- + Finance/Accounting procedures
- + International Traffic in Arms Regulations
- + Leadership Skills
- + Facilitator Skills (Train-the-Trainer)
- + Planning Skills
- + Product Knowledge
- + Project/Program Management
- + Sales and Marketing
- + Strategy Deployment Process (X-Matrix)
- + Work Processes/Procedures

MANUFACTURING SKILLS

- + Daily Status Package/Operational Strategy Execution
- + Equipment Operation, Maintenance & Troubleshooting
- + Good Manufacturing Processes
- + Inspection Techniques
- + Inspection Tool Selection and Care
- + Quality Assurance Equipment

COMPUTER SKILLS

- + Calibration Manager
- + Engineering Design Software
- + Microsoft Office MRP Software (MASS & Sales Logix)
- + Payroll Processing
- + Project Management
- + MS Office Applications

CONTINUOUS IMPROVEMENT

- + 5S
- + ISO 9001
- + Lean Process Improvement/Kaizen
- + Problem Solving/Six Sigma Process Controls
- + Process Improvement
- + Quality Improvement/Management

OSHA 10/30 (OSHA Certified Instructor)

- + OSHA 10 (requires completion of 10 training hours)
- + OSHA 30 (requires completion of 30 training hours)

Safety Training will be limited to 10% of total training hours per-trainee.
This cap does not apply to OSHA 10/30.

Note: Reimbursement for retraining is capped at 60 total hours per-trainee, regardless of method of delivery.