



**Training Proposal for:
B&B Manufacturing Co.**

Agreement Number: ET17-0134

Panel Meeting of: June 24, 2016

ETP Regional Office: North Hollywood

Analyst: J. Romero

PROJECT PROFILE

Contract Attributes:	Priority Rate Retrainee	Industry Sector(s):	Manufacturing Priority Industry: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Counties Served:	Los Angeles	Repeat Contractor:	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Union(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Number of Employees in:	CA: 225	U.S.: 225	Worldwide: 225
<u>Turnover Rate:</u>	13%		
<u>Managers/Supervisors:</u> (% of total trainees)	18%		

FUNDING DETAIL

Program Costs	-	(Substantial Contribution)	-	(High Earner Reduction)	=	Total ETP Funding
\$109,980		\$0		\$0		\$109,980

In-Kind Contribution:	100% of Total ETP Funding Required	\$119,136
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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	Business Skills, Computer Skills, Continuous Impr, Mfg Skills	130	8-200	0	\$846	\$16.48*
				Weighted Avg: 47			

*It will be made a condition of contract that the trainees in this Job Number will never be paid less than the State or local minimum wage rate as in effect at the end of retention (Final Payment) regardless of the wage expressed in this table. The highest minimum wage rate will prevail.

Minimum Wage by County: \$16.48 for Los Angeles County.

Health Benefits: Yes No This is employer share of cost for healthcare premiums – medical, dental, vision.

Used to meet the Post-Retention Wage?: Yes No Maybe

Up to \$2.48 per hour may be used to meet the Post-Retention Wage.

Wage Range by Occupation		
Occupation Titles	Wage Range	Estimated # of Trainees
CNC Machinist		39
Production Assistant		22
Bench Machinist		30
Assemblers		8
Inspection		8
Manager/Supervisor		23
TOTAL:		130

INTRODUCTION

Founded in 1959, B&B Manufacturing Co., (B&B), www.bbmf.com makes various precision mechanical components. This includes timing belts; pulleys; and synchronous drive parts such as bushings, flanges, sprockets, gears and sheaves.

B&B serves distributors and Original Equipment Manufacturers (OEM) in the power transmission and precision mechanical component industries. The Company provides standard or custom parts for end-users in a variety of industry sectors: robotics, medical, military, aerospace, vending, 3D printing, packaging and floor care industries.

PROJECT DETAILS

This is B&B's third ETP Agreement but it differs from previous projects in several ways. For one thing, B&B expects to attain employee certifications in ISO/AS 9100. This will cut operational costs and facilitate the Company's compliance with more strict laws, regulations and other requirements that come with ISO certification.

Additionally, B&B anticipates a big shift in technology and methodology that will integrate machines with computerized software and process support. The industry is moving towards 5-Axis machining which allows complex parts to be managed more efficiently.

The Company recently purchased several new pieces of equipment: Matsuura 5 Axis and GROB 5 Axis Machine for its machine tools department; and CMM measuring Machine and Laser Marking for its inspection department. The Company also purchased software, ERP, CMMS software development and SPC software, for its software-programming department. With these purchases, the Company will be able to update and improve its processes.

Training Plan

B&B is requesting the Panel's assistance to provide classroom/laboratory training hours to its employees in the following areas:

Business Skills (20%): This training will be offered to all occupations to improve efficiency and productivity by enabling employees to understand and implement business strategies. Additionally, trainees will receive communication skills which are critical in a competitive environment.

Computer Skills (10%): This training will be offered to all occupations on how to utilize software systems. Understanding the new software systems will improve processes.

Manufacturing Skills (20%): This training will be offered to all occupations. Training will include operation, preventive maintenance and repair of specialized machinery used in the manufacturing process. Trainees will acquire a better understanding of the entire manufacturing process and will develop skills to perform quality reviews of products from a customer's perspective

Continuous Improvement (50%): This training will be offered to all occupations and will assist staff with developing decision-making skills. Training will also enhance understanding of an individual's strengths and weaknesses while recognizing each individual's integral role as a team member.

Commitment to Training

B&B represents that ETP funds will not displace the existing financial commitment to training. The Company will continue to provide mandatory and job-specific training at its own expense, as part of its annual training budget of \$335,000, during the term of the proposed Agreement that will include orientation, anti-harassment and regulatory training. Safety training is, and will continue to be provided in accordance with all pertinent requirements under state and federal law.

➤ Training Infrastructure

B&B is ready to start training upon approval of this proposal, with qualified in-house trainers. B&B has also assigned two administrators from Human Resources and the Training Department to work closely in the enrollment process, training delivery and data entry.

RECOMMENDATION

Staff recommends approval of this proposal.

PRIOR PROJECTS

The following table summarizes performance by B&B under an ETP Agreement that was completed within the last five years:

Agreement No.	Location (City)	Term	Approved Amount	Payment Earned	
				\$	%
ET12-0139*	Valencia	10/03/2011-10/02/2013	\$242,190	\$110,781	(46%)
ET09-0513	Valencia	04/01/2009-03/31/2011	\$122,688	\$122,688	(100%)

*ET12-0139: B&B's poor performance resulted from a decision by the Project Staff Manager to leave the Company during the term of the ETP Agreement. Training hours were not properly captured and recorded during that period. B&B has reassessed its training needs and goals for the new proposal. As discussed earlier, the Company has dedicated a back-up for in-house administration to avoid re-occurrence of this problem. The Company has assigned two administrators (from Human Resources and the Training Department) to work closely in the enrollment process, training delivery and data entry. Additionally, this proposal has been right-sized to the amount earned in the prior Agreement.

DEVELOPMENT SERVICES

N/A

ADMINISTRATIVE SERVICES

N/A

TRAINING VENDORS

To Be Determined

Exhibit B: Menu Curriculum**Class/Lab Hours**

8 – 200

Trainees may receive any of the following:

BUSINESS SKILLS

- Communication Skills
- Business Writing
- Project Management
- Problem Solving
- Sales/Marketing
- Supply Chain Management
- Negotiation Skills
- Business Planning
- Leadership Effectiveness
- Department Process Controls
- Conflict Resolution
- Leadership/Supervisory Skills
- Successful Meetings
- Team Building/Employee Development

COMPUTER SKILLS

- ERP Software
- Internet Applications
- Project Management Software
- Electronic Document Control
- CMMS Software Development
- Customer/Supplier Specific programs
- Advanced Microsoft Office Programs
- Manufacturing Software Applications (Mastercam X, Catia CAD, Vericut)
- HRIS System

CONTINUOUS IMPROVEMENT

- Continuous Improvement
- Decision Making/Problem Solving
- Root Cause Analysis/Corrective Action
- Lean Manufacturing (5S, Visual Controls, Value Stream, Mapping, Kaizen, Production)
- Statistical Process Control
- Six Sigma
- Waste Reduction, Production
- Kata
- Quality Controls/Process Inspection
- ISO/AS9100 Procedures
- Internal Auditing
- Geometric Dimensioning and Tolerancing
- Nadcap Aerospace Standards
- Document Control System
- Reducing Delivery Time
- Train the Trainer

MANUFACTURING SKILLS

- Equipment Operations
- Parts and Product Manufacture
- Blue Print Reading
- CNC Machine Programming
- CNC Machine Operation
- Coordinate Measuring Machines (CMM)
- Manufacturing Technical Processes
- Quality Control/Assurance Procedures
- Inventory Control

Safety Training will be limited to 10% of total training hours per-trainee

Note: Reimbursement for retraining is capped at 200 total training hours per trainee, regardless of the method of delivery.