



**Training Proposal for:  
D.T. Mattson Enterprises, Inc. dba Pro-Line Racing**

**Small Business ≤ \$50,000**

**ET16-0197**

**Approval Date:** September 14, 2015

**ETP Regional Office:** San Diego

**Analyst:** M. Ray

**CONTRACTOR**

- Type of Industry: Manufacturing
- Priority Industry:  Yes  No
- Number of Full-Time Employees
  - California: 48
  - Worldwide: 48
  - Number to be trained: 30
  - Owner  Yes  No
- Out-of-State Competition: NAICS Code Eligible
- Special Employment Training (SET):  Yes  No
- High Unemployment Area (HUA):  Yes  No
- Turnover Rate: 0%
- Repeat Contractor:  Yes  No

**FUNDING**

- Requested Amount: \$39,780
- In-Kind Contribution: \$46,453

**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<br>SB <100<br>Priority Rate | Business Skills,<br>Computer Skills,<br>Continuous Improvement,<br>Manufacturing Skills | 30                        | 8 - 60              | 0   | \$1,326                  | \$15.07             |
|         |                                       |   |                           | Weighted Avg:<br>51 |     |                          |                     |

- Reimbursement Rate: Job #1: \$26 SB Priority
- County(ies): Riverside
- Occupations to be Trained: Administrative Support, Sales/Marketing, Design, Production, Supervisor/Manager, Owner
- Union Representation:  Yes  
 No
- Health Benefits: Job #1: \$0.87 per hour

**SUBCONTRACTORS**

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

**OVERVIEW**

Founded in 1982, D.T. Mattson Enterprises, Inc. dba Pro-Line Racing (Pro-Line) ([www.prolineracing.com](http://www.prolineracing.com)) designs and manufactures wheels, tires, accessories, and bodies of 1/10-scale radio-controlled (RC) cars and trucks. Located in Banning, the Company's proprietary manufacturing processes, custom-blended raw materials, and in-house developed tooling, provides high quality RC accessories to race car owners and enthusiasts. This is Pro-Line's third ETP Agreement, the first within the last five years.

The RC market is extremely competitive and can shift dramatically. Pro-Line's direct competitors outsource the majority of their manufacturing and labor, reducing product costs. While striving to remain competitive, Pro-Line is also diligent in making products in the United States. In order to maintain its place in the RC industry, Pro-Line must keep up with the most innovative tools and methods to design and create its products. Advancement in technology has required the Company to purchase new equipment and upgrade software systems such as Tensile Textile Model #3345, LP100 Laser System, Starship, Inventory Advisor Module (add-on), as well as a new automated inventory system acquired in July. As a result, Pro-Line must

provide its workers with comprehensive training to successfully utilize the Company's new and upgraded equipment and software systems' full capability.

To accommodate these changes, the Company is in the process of remodeling and reorganizing the layout of its facility for efficient staff work flow. Consequently, Pro-Line has developed Lean training initiatives to assist in daily improvements throughout the organization. Pro-Line is committed to train daily on Two-Second Lean which aims to improve manufacturing strategies to reduce cost, thereby, allowing the Company to remain competitive.

ETP funding will enable Pro-Line to continue to provide high-quality, cost-effective RC products to its customers. Most specifically, ETP-funded training will provide the Company with the skill sets needed to remain current with technology, improve manufacturing efficiencies, increase production levels, and continue to grow as a California manufacturer in the RC market.

## Training Plan

Pro-Line is committed to extensive training to ensure the Company has the appropriate skill base to address technological and manufacturing process issues to reduce cost and remain competitive. Training in the following skills will promote substantial investment in employee development to maintain a highly skilled workforce to support business growth:

**Business Skills** – Training will be provided to Administrative Support Staff, Sales/Marketing Staff, and Supervisor/Manager. Training in Lead with Purpose and Leadership Skills will provide Administrative Support Staff, Supervisors, and Managers the skills to successfully motivate other staff and support other job functions within the Company. Sales Staff will benefit from sales training to improve timeliness in generating new inquiries and opportunities that result in increased sales revenues.

**Computer Skills** – Training will be provided to all occupations. Trainees will learn full capabilities of the Company's CRM and ERP systems to improve company-wide operational processes. The Company will focus on delivering training in the newly-purchased software system, Starship, to provide shippers (Production Staff) the skills to better control shipping options and become more efficient. Inventory Management and Control (Advisor Module Add On) training will be provided to Production Staff to better manage inventory to streamline processes and increase efficiencies. Training in Social Media platforms will enable Sales, Design, and Administrative Support Staff to effectively connect with the RC racing community and gain new customers.

**Continuous Improvement** – Training will be offered to all occupations. Course topics in Two-Second Lean, Plant Layout and Flow Analysis, Scrap Reduction Techniques, and Set-Up Minimization will provide trainees the skills to identify improvement opportunities to enhance efficiencies within and across departments in order to reduce operating costs and increase growth in profits.

**Manufacturing Skills** – Training will be offered to Production Staff and Supervisor/Manager. Training in new and existing equipment as well as manufacturing processes and procedures will allow trainees to improve and increase their abilities to process new materials using new methodologies necessary to support increased sales. Course topics include CNC Processes, Good Manufacturing Practices, Raw Materials, Equipment Maintenance, and Tool Design & Production.

**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**

- ✚ Lead With Purpose
- ✚ Leadership Skills
- ✚ Sales Skills
- ✚ Team building Techniques

**COMPUTER SKILLS**

- ✚ Adobe
- ✚ Autodesk
- ✚ Customer Relationship Management System
- ✚ Dreamweaver
- ✚ Enterprise Resource Planning (ERP)
- ✚ Flash/Cascading Style Sheets (CSS)
- ✚ Inventory Management and Control Application
- ✚ Microsoft Office
- ✚ Solidworks
- ✚ Starship
- ✚ Social Media
- ✚ Paperless Solution

**CONTINUOUS IMPROVEMENT**

- ✚ 2-Second Lean Principles
- ✚ Metric Development and Maintenance
- ✚ Plant Layout and Flow Analysis
- ✚ Research and Development System
- ✚ Scrap Reduction Techniques
- ✚ Set Up Minimization

**MANUFACTURING SKILLS**

- ✚ Computer Numerical Control (CNC) Processes
- ✚ Injection Molding
- ✚ Electrical Equipment
- ✚ Good Manufacturing Practices
- ✚ Equipment Maintenance & Troubleshooting
- ✚ Raw Materials
- ✚ Rubber Chemistry and Properties
- ✚ Thermoforming
- ✚ Tool Design & Production

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