



**Training Proposal for:
Jadra, Inc. dba Plastics Packaging, Inc.**

Small Business \leq \$50,000

ET15-0184

Panel Meeting of: June 27, 2014

ETP Regional Office: Sacramento

Analyst: W. Atkinson

CONTRACTOR

- Type of Industry: Manufacturing
- Priority Industry: Yes No
- Number of Full-Time Employees
 - California: 81
 - Worldwide: 81
 - 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: 5%
- Repeat Contractor: Yes No

FUNDING

- Requested Amount: \$28,860
- In-Kind Contribution: \$23,250

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, Commercial Skills, Computer Skills, Continuous Improvement	30	8-60	0	\$962	\$15.59
				Weighted Avg: 37			

- Reimbursement Rate: Job #1: \$26 SB Priority
- County(ies): Sacramento
- Occupations to be Trained: Technician, Mechanic, Machinist, Designer, Supervisor, Quality Control, Sales, Administrative Staff, Manager
- Union Representation: Yes
 No
- Health Benefits: Job #1: \$2.65 per hour

SUBCONTRACTORS

- Development Services: N/A
- Administrative Services: N/A
- Training Vendors: To Be Determined

OVERVIEW

Located in Sacramento, Jadra Inc., dba Plastics Packaging, Inc. (Plastic Packaging), a privately held company, has been manufacturing plastic thermoformed trays for over 30 years. Customers include national and regional bakeries, candy companies, secondary medical companies, school lunch programs, and local small businesses.

Need for Training

This is the second ETP-funded Agreement for Plastics Packaging. Although the curriculum is similar to the previous Agreement, trainees will not receive the same training provided in the previous ETP-funded Agreement. Training from the previous Agreement will be used as a building block for the new training in this proposal. Under the previous Agreement, all employees did not receive training. This proposal will include some new employees to the training population. These trainees will receive training on material new to the trainees. As the

Company continues to grow Plastics Packaging is looking to upgrade employee skills to enable them to promote within the Company. This proposal will focus on process improvement while increasing the Company’s capacity and efficiency to remain competitive and meet customer needs.

Training Plan

Business Skills - Sales and Customer Service Staff will receive training on marketing and sales techniques.

Commercial Skills – This training is targeted for Sales, Quality Control Staff, Technicians, Supervisors, Mechanics, Front Line Supervisors, and Machinists. This training will cover quality control industry standards, food safety training for annual audits, and efficient equipment set up/operation to reduce down time, increase cycle times, and eliminate waste.

Computer Skills - This training will be delivered to all occupations in varying degrees. Administrative Staff will focus on accounting system software, Microsoft Office, and Microsoft Customer Resource Manager software training. Designers will be trained in Computer-Aided Design, Solidworks, and MasterCam software to create efficient drawings, design and programming. Supervisors, Quality Control Staff, Designers, Managers, Mechanics, and Machinists will focus on manufacturing software to better understand material variances, planning, and execution of orders.

Continuous Improvement – Training will include all occupations. The Company will utilize this training to build a cohesive team environment, utilizing training to develop stronger leadership by department as well as throughout the Company. Creating an environment of increased knowledge, problem solving, planning and execution throughout the Company will allow the streamlining of processes. Through continuous improvement the Company will be able to grow and support customer needs efficiently.

RECOMMENDATION

Staff recommends approval of this proposal.

PRIOR PROJECTS

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

Agreement No.	Location (City)	Term	Approved Amount	Payment Earned \$ %
ET13-0107	Sacramento	8/1/12- 12/15/13	\$28,860	\$20,787 (72%)

Exhibit B: Menu Curriculum

Class/Lab Hours

8 - 60

Trainees may receive any of the following:

BUSINESS SKILLS

Marketing/Sales Techniques

COMMERCIAL SKILLS

Quality Control
Food Safety
Equipment Set/Operation

COMPUTER SKILLS

Accounting System Software
Computer-Aided Drafting Mold Design Software
Microsoft Office
Solid Works
Microsoft Customer Resource Manager
Manufacturing Software
Computer Aided Manufacturing Software

CONTINUOUS IMPROVEMENT

Negotiation Skills
Strategic Planning
Leadership Skills
Process Improvement
Coaching
Delegating
Project Management
Team Building
Problem Solving
Decision Making
Root Cause Analysis

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