



**Training Proposal for:
Louroe Electronics, Inc.**

Small Business \leq \$50,000

ET15-0232

Panel Meeting of: July 25, 2014

ETP Regional Office: North Hollywood **Analyst:** J. Romero

CONTRACTOR

- Type of Industry: Manufacturing
 - Number of Full-Time Employees
 - California: 29
 - Worldwide: 29
 - Number to be trained: 29
 - Out-of-State Competition: Competitors Outside CA
 - Special Employment Training (SET): Yes No
 - High Unemployment Area (HUA): Yes No
 - Turnover Rate: 14%
 - Repeat Contractor: Yes No
- Priority Industry: Yes No
- Owner Yes No

FUNDING

- Requested Amount: \$37,700
- In-Kind Contribution: \$29,362

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 SB <100 Priority Rate | Business Skills, Computer Skills; Cont. Imp.; Mngmt Skills; Mfg. Skills | 29 | 8 - 60 | 0 | \$1,300 | \$16.04 |
| | | | | Weighted Avg: 50 | | | |

- Reimbursement Rate: \$26 SB Priority
- County(ies): Los Angeles
- Occupations to be Trained: Production Worker, Technical Staff, Administrative Staff, Manager, Owner
- Union Representation: Yes
 No
- Health Benefits: \$2.74 per hour

SUBCONTRACTORS

- Development Services: California Manufacturing Technology Consulting (CMTA) in Torrance assisted with development at no charge.
- Administrative Services: CMTA will also provide administration services for an amount not to exceed 13% of payment earned.
- Training Vendors: To Be Determined

OVERVIEW

Louroe Electronics, Inc. (Louroe) was founded in 1979 by Louis Fisher Weiss. The Company manufactures audio surveillance equipment and has become a leader in audio monitoring technology by providing innovative products, maintaining strict standards and committing to a “Best Value” policy that produces wholesale durable technology. Products are sold through distributors, individual representatives, dealers and installers to businesses and homeowners.

As the Company expands its reach into new markets, customer expectation and requirements have increased and employee skills must be upgraded to meet these demands. Louroe has also identified technical skills gaps that must be bridged, with additional training to ensure efficiencies in operations. Louroe is seeking to train existing employees with a new set of skills to continue to provide quality assured products, through more efficient processes.

Training Plan

This is Louroe’s second ETP Agreement. Training for this proposal will differ from the previous project with the addition of Computer Skills and new training topics in Continuous Improvement, Business and Manufacturing Skills. This training will build on the previous training and skills delivered. Training will start upon panel approval and will be take place at Louroe’s facility in Van Nuys by a combination of in-house staff and trainers by outside vendors.

Business Skills - Training will be offered to Administrative Staff and Production Workers who manage customer relationships to enhance their customer management skills.

Computer Skills - Training will be offered to key Production Workers, Administrative Staff and Managers. Microsoft Project training will enhance production planning and project management skills. QuickBooks training will be provided to Administrative Staff and Managers to enhance efficiencies in its use of its accounting tools.

Continuous Improvement - Training will be offered to Production Workers, Technical Staff, Administrative Staff, Managers and Owner. Training in Team Building and Problem Solving will provide workers in all positions with a common language and methodology to approach continuous improvement. Quality Assurance training will provide Technical and Production Staff with knowledge to meet customer quality requirements and provide them with the tools needed to control quality throughout the manufacturing process.

Management Skills - Training will be offered to Managers to provide leadership and planning skills to enable trainees to continue to move the Company towards its strategic objectives.

Manufacturing Skills - Training will be offered to Production and Technical Staff in Electrostatic Discharge, Restriction of Hazardous Substances, Document Control and Through-Hole Technology. A select number of Administrative and Production Staff will participate in Supply Chain Optimization training to ensure the optimal operation of a manufacturing and distribution supply chains.

RECOMMENDATION

Staff recommends approval of this proposal.

PRIOR PROJECTS

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

| Agreement No. | Location (City) | Term | Approved Amount | Payment Earned \$ % |
|---------------|-----------------|------------------------|-----------------|------------------------|
| ET12-0118 | Van Nuys | 09/06/11 – 09/05/13 | \$24,960 | \$24,960 (100%) |

Exhibit B: Menu Curriculum

Class/Lab Hours

8 – 60

Trainees may receive any of the following:

CONTINUOUS IMPROVEMENT

- Quality Assurance
- Team Building
- Problem Solving
- Leadership Skills

MANAGEMENT SKILLS (Managers Only)

- Management/Supervisory Skills

BUSINESS SKILLS

- Customer Service Skills

COMPUTER SKILLS

- Microsoft Project
- QuickBooks

MANUFACTURING SKILLS

- Electronic Static Discharge
- Restriction of Hazardous Substances
- Documentation Control
- Through Hole Technology
- Supply Chain Optimization

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

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