



**Training Proposal for:
Naprotek, Inc.**

Small Business \leq \$50,000

ET15-0220

Panel Meeting of: July 25, 2014

ETP Regional Office: San Francisco Bay Area

Analyst: R. Jackson

CONTRACTOR

- Type of Industry: Manufacturing
- Priority Industry: Yes No
- Number of Full-Time Employees
 - California: 51
 - Worldwide: 51
 - Number to be trained: 16
- Owner Yes No
- Out-of-State Competition: NAICS Code Eligible
- Special Employment Training (SET): Yes No
- High Unemployment Area (HUA): Yes No
- Turnover Rate: 9%
- Repeat Contractor: Yes No

FUNDING

- Requested Amount: \$23,712
- In-Kind Contribution: \$19,618

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	Manufacturing Skills, Continuous Improvement	16	8-100	0	\$1,482	\$16.25
				Weighted Avg: 57			

- Reimbursement Rate: \$26 SB Priority
- County(ies): Santa Clara
- Occupations to be Trained: Inspector, Operator, Auditor, Supervisor, Lead, Engineer, Quality Manager, Clerk
- Union Representation: Yes
 No
- Health Benefits: \$3.43 per hour

SUBCONTRACTORS

- Development Services: Workforce America, Laguna Niguel, assisted with development for a flat fee of \$2,500.
- Administrative Services: Workforce America will also perform administration services for a fee not to exceed 13% of payment earned.
- Training Vendors: To Be Determined

OVERVIEW

Established in 1995, Naprotek, Inc. (Naprotek) is a small manufacturing business based in Santa Clara. The company provides quick turn-around custom electronic manufacturing and engineering services for prototype and/or mass production in the aerospace and medical industries. In addition to general manufacturing, Naprotek provides product upgrades and reworks in the field, or in inventory. The Company occupies a niche in the manufacturing industry by producing complex prototypes, with the capacity to manage high-precision variations, with low defect rates.

Since obtaining AS9100 certification in 2012, Naprotek expanded into the aerospace industry. Current clients include Northrop Grumman and Lockheed.

The ETP training will assist Naprotek in business expansion efforts by reinforcing cross-training, quality assurance and skill upgrades. The proposed curriculum reinforces the implementation of a training plan determined to be essential to remain competitive and improve the skills of frontline workers.

According to the Company, customers are requesting certifications such as J-STD, IPC-610 and IPC-600. The requested ETP funding will specifically support the delivery of Manufacturing and Continuous Improvement Skills that have been identified in the Menu Curriculum.

Training Plan

Training will be delivered by subject matter experts in-house.

Manufacturing Skills - Training will be offered to Quality Managers, Engineers, and Operators. Training in J-STD is considered transferable within the industry and generally held to be a skill upgrade. The Company will offer training across occupations to build and maintain specialized manufacturing skills.

Continuous Improvement - All occupations will receive training applicable to their department and job function in an effort to develop efficiency through quality assurance initiative. Staff will be able to make decisions and take immediate action, resulting in a greater attention to detail, error reduction, and a reduction in customer response time. ISO training will also be provided to all occupations to ensure quality standards are met for various customer and industry requirements.

Training Hours Limitation

Naprotek is requesting a waiver to the 60 training hour cap for small business by allowing training up to 100 hours for ten trainees. The Company is planning to deliver intensive training to Engineers, Inspectors, Operators, and Managers. This training is part of the Naprotek's quality assurance initiative and has been identified as being critical to meeting the demands of its' customer base.

RECOMMENDATION

Staff recommends approval of this proposal.

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

8-100

Trainees may receive any of the following:

MANUFACTURING SKILLS

- ✚ Inspection Techniques
- ✚ Workmanship Standards
- ✚ Soldering Techniques
- ✚ Procedure Review
- ✚ SMT Process Review
- ✚ Component Identification
- ✚ Test Methods
- ✚ Stockroom Operations
- ✚ Kit Integrity

CONTINUOUS IMPROVEMENT

- ✚ Statistical Process Control
- ✚ Quality Concepts
- ✚ Production Operations
- ✚ Workflow
- ✚ Project Management
- ✚ Reliability of Electronic Assemblies
- ✚ Acceptance Criteria
- ✚ Process Improvement

Note: Reimbursement for retraining is capped at 100 total hours per-trainee, regardless of method of delivery.