

Idaho Milk Products

Application Summary and Analysis

Employer/Project Overview

Idaho Milk Products began as a partnership between families—with the goal of finding success by working on behalf of our customers. Today, we are a team of hardworking scientists, technicians, production specialists, and business people who share a simple purpose: To deliver the highest quality dairy ingredient products and most reliable service to food formulators around the world.

- We process more than 1.1 billion lbs. of milk every year—with exclusive focus on three product categories: milk protein concentrate and isolate, milk permeate, and cream.
- Idaho Milk Products began operations in 2009, sourcing milk from three of the largest independently owned and operated dairies in the United States.
- We take pride in running an independent business known for strong relationships, solid values, and top-quality products.
- We retain true farm freshness in all our products with milking parlors located no more than 45 minutes away from our processing facility.
- Our milk proteins move from milking to final packaging in as little as 24 hours.
- Our IdaPro Cream ships out to customers on the same day of milking.
- Our production facility is SQF 2000 level 3 certified.
- All of our products are FDA Grade A, rBST-free, OU Kosher, IFANCA Halal, and EU certified.

Project break down of Training Needs

Due to the increased capacity levels needed to properly service our customers an expansion has been approved by our board to meet such needs. As a result of that expansion Idaho Milk Product foresees a need to increase its workforce by an estimated 25% to effectively service the new production/sales/clerical departments' increase in work activities as projected per our executive team.

Also, with the increased production levels there may be a possibility for a new product using the Micellar process once the expansion is complete. With a 2.5% unemployment rate in our valley our resources are limited to acquire and maintain a knowledgeable workforce and so we hoping to provide all of new hires and current employees with the necessary tools to effectively perform their jobs and further enhance their job skills for possible future promotions.

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Title of Training	Specific Skills Gained	Academic Degree, Occupational License or Industry or Personnel Credential attained (if applicable)	Position Title
Apprenticeship	Fully comprehend and perform L.O.T.O policies along with OSHA. Develop the necessary skills to properly repair/service all equipment throughout the plant including boilers, waster water equipment, chemical, separators, amongst others as needed during vacation days.	SOJT	Maintenance vacation relief
Apprenticeship	Obtain sufficient knowledge to properly service all production lines and equipment, programming and developing code to support productions, current/future projects and the refinement of processes accordingly. Be able to train/support maintenance team on electrical matters.	SOJT	Electrical technician
Apprenticeship	Fully comprehend and perform L.O.T.O policies along with OSHA. Develop the necessary skills to properly repair/service all equipment throughout the plant including boilers, waster water equipment, chemical, separators, amongst others. Obtain sufficient knowledge of the electrical needs/processes to properly maintain all equipment in a safe manner.	SOJT	Maintenance Utility Technician
Milk hauling	Properly haul milk from patron dairies and deliver to our processing plant in Jerome. As well as the loading an unloading of trailers, provite accurate measurement and sampling of milk. Correct duties are carried out within USDA and DOT guidelines.Complies with all safety policies, practices and procedures.Conduct proper daily equipment inspections, GMPs, Sanitation requirements, and performance measures are tracked and met. Documentation completion in a timely and accurate manner.	CDL	Transportation Driver
Warehouse	Become knowledgeable enough in all aspects of the warehouse, product hold & release policies, product traceability, BOLs, invoicing, PO numbering systems, certificates of analyses, and loading/unloading of semi tractor trailers and rail cars.	SOJT	Warehouse
Inventory Clerk	Learn the proper usage of inventory system, procedures, and processes. Cross train with other departments to enhance skills and knowledge of business. Perform the proper inventory counts, organization, labeling and issuance.	SOJT	Inventory Clerk
Operations trainer	Not all specific skills have been identified for this role, as it's considered a new position not previously offered at IMP. The goal of this position to provide a useful role within IMP to be used as a resource for all departments to aide in the training of new hires. This position will required for the selected individual to obtain sufficient knowledge of all major production roles/processes to be able to train others. The trainer may be required to obtain certain special licensing depending on the ongoing needs of IMP.	SOJT	Trainer

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Membrane operation	Develop the proper skills and knowledge to complete pre-operational equipment checks, sampling, proper equipment operation, CIP processes, processing equipment mechanics and monitoring of chemical usage. Obtain proper knowledge of the OSHA.	SOJT	Membrane operator
Micellar Operations	Develop the proper skills and knowledge to complete pre-operational equipment checks, sampling in accordance with SOPs, proper equipment operation, CIP processes, processing equipment mechanics and monitoring of chemical usage. Obtain proper knowledge of the OSHA.	SOJT	Micellar dryer operator
Dryer operation	Obtain sufficient knowledge of all production lines and equipment. Learn the correct trouble-shooting procedures to resolve issues, maintain system efficiencies, the proper operation, cleaning and maintenance of manufacturing equipment. Ensure the proper assistance is provided to the Production Supervisor in the development and training of team members as assigned can be performed.	SOJT	Dryer operator
Vacation Relief	Learn all key positions within the plant to be able to successfully fulfill each role when vacations/job vacancies occur. The individual will also be required to continue their education with an emphasis on management/business skills.	SOJT	Plant vacation relief
Quality Assurance	Learn the testing, production, and plant monitoring procedures required by each department. Obtain sufficient knowledge to properly train new hires under Quality, GMP and HAACP guidelines.	SOJT	QA technician
Sales	Work closely with sales team to develop critical relationship building skills to maintain long-term positive relationships with existing customers while building new relationships with new customers. Develop sufficient knowledge to achieve target sales revenue and growth in line with company goals. Learn to implement tactical plans to expand profitability by customer and expands the customer base within assigned market segments.	SOJT	Sales Representative
Packaging	Learn the correct documentation completion required, proper storage ideals, CCP auditing processes, usage of internal systems, equipment to conduct all necessary processes.	N/A	Packager
Sanitation	Obtain sufficient knowledge to properly clean, scrub, and sanitize the assigned equipment and or areas throughout the plant. Perform the accurate processes to adhere to OSHA and safety regulations. Learn the necessary mandatory sanitation requirements for machinery, equipment and facilities as assigned.	SOJT	Sanitation
Janitorial duties	Properly conduct the cleaning of office areas, restrooms, break rooms, hallways, and other assigned areas in a clean and orderly condition. As well as cleaning of floors, shampooing rugs, washing walls and glass, and removing rubbish in the designated manner.	SOJT	Janitor

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WDTF Request: \$110,987.75

Return On Investment

The Quantitative Funding Model recommended an amount of \$3,000 per employee. The employer's initial request was for \$819,455.00 or \$22,147.43 per person.

This investment will return .34 times its cost over the contract period in total average wage increase (\$37,444.00/\$111,000.00). This means that although we will pay \$3,000 per person to train, the average

employee's wages will rise by \$1,011.89 over the contract period of 2 years. It will take us only 5.93 years to recover our investment in additional wages paid per employee.

Projected Investment in facilities: \$7,000,000

Projected Investment in Equipment: \$22,000,000

Projected Trainees and Hires:

New (N) or Retrained (R) Position?	Position Titles	Number of Positions	STARTING Wage	Wage AFTER Training
New	Dryer operation	2	\$18.00	\$18.00
R	Operations vacation relief	1	\$22.00	\$25.00
New	QA technicians	2	\$14.00	\$14.00
R	Maintenance vacation relief	2	\$25.00	\$28.00
New	Maintenance utility technician	1	\$23.00	\$23.00
New	Electrical technician	3	\$24.00	\$24.00
New	Warehouse operators	2	\$16.00	\$16.00
New	Inventory clerk	2	\$15	\$15
New	Trainer	1	\$22	\$22
New	Sales Representative	2	\$29	\$29
New	Transportation drivers	6	\$22	\$22
New	Membrane operators	4	\$16	\$16
New	Micellar dryer operators	2	\$20	\$20
New	Packers	4	\$14.50	\$14.50
New	Sanitation	2	\$13.25	\$13.25
New	Janitor	1	\$13.25	\$13.25

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Grant Review Committee Meeting Notes:

At the last meeting the Committee requested that the application be returned to Idaho Milk and resubmit a budget that fits within \$111,000 and expand on the wage increases. Their original request was \$819,455.

Idaho Milk has revised their budget and the new request amount is \$110,987.75. This comes out to about \$1,011.89 per position. To address the committee's concern of no wage increases for some positions, Idaho Milk wrote a letter indicating that they do pay above the average county wage to recruit the best employees and offer them PTO and other benefits. They are investing \$7 million in facilities and \$20 million in equipment. They are making a big investment in this expansion.

Our state does have an oversupply of milk to any place we can offer relief is beneficial to Idaho.

Is a janitor position normally something we fund?

- We have funded training for janitors in the past.
- How does funding this training fit into the goals of the WDTF?
 - We do not have any specific requirements that says occupations that are being funded have to be on the In-Demand Occupations list. The Policy Committee is exploring the option of adding this as a qualitative measure in the grant review process. This is part of a broader conversation that needs to happen between the two committees.
 - It is still up to the Committee to decide what is correct to fund and what is not correct to fund until a policy is put in place.

**Motion by Ms. Meuleman to approve the Idaho Milk Employer Grant in the amount of \$110,987.75.
Second by Ms. Smyser. Motion carried.**