

ANNUAL REPORT 2009



GOVERNOR'S GUARANTEED
WORK FORCE PROGRAM



Governor's Guaranteed Work Force Program

	Greetings from the Governor	4
	A Work Force Partnership	5
	Governor's Guaranteed Work Force Program	
	Fiscal Year 2009 Summary	6
	Training Awards Program	7
	Appalachian Regional Commission Competitive Improvement Program	8
	Major Accomplishments	9
	Featured Company Highlights	
	A. F. Wendling's Food Service, Inc.	10
	Advanced Technical Solutions, LLC	11
	Adventure West Virginia Resort, LLC	12
	Aurora Flight Sciences of West Virginia	13
	Azimuth Incorporated	14
	Berkeley Springs Instruments, LLC	15
	DALB, Inc.	16
	Jeff Fetty Designs	17
	Kureha PGA, LLC	18
	Orrick, Herrington & Sutcliffe LLP's Global Operations Center	19
	Rubberlite, Inc.	20
	TGL Aviation Management, Inc.	21
	Distribution of GGWFP Projects	23
	Summary of GGWFP Projects for Fiscal Year 2009	24 - 34

Moving West Virginia and its Work Force Forward



With a strong economy and dedicated work force, West Virginia has the resources and advantages businesses need to grow and succeed. Our workers are some of the finest in the country based on hard work, commitment to quality, flexibility and loyalty.

To stay competitive in the global economy, we must prepare our work force for the future. Creating and retaining high-quality jobs hinges on the investment we make in our labor force.

The Governor's Guaranteed Work Force Program provides financial and technical assistance to West Virginia's new and expanding businesses for training, retraining or for upgrading the skills of existing and new employees. The program emphasizes employee training specifically designed to accommodate the needs of individual employers.

The Governor's Guaranteed Work Force Program helps West Virginia's businesses progress to the next level of competition. From apprenticeships to global training centers, West Virginia's work force is on the move, sharpening skills and improving productivity.

Since 1991, the program has awarded more than \$54 million to employers and has trained nearly 200,000 workers. Last year, the state dedicated \$2.78 million to improve work force quality, and participating companies invested more than \$66.1 million to train employees. In all, more than 8,600 workers received training through the Governor's Guaranteed Work Force Program in fiscal year 2009.

While our country continues to cope with an unstable economy, West Virginia is moving forward and remains committed to providing employers with a dependable, experienced and productive work force.

We are proud to share this report with you, and we invite you to be a part of the growth and development in West Virginia.

A handwritten signature in black ink, which appears to read 'Joe Manchin III'. The signature is fluid and cursive, with a long horizontal line extending to the right.

Joe Manchin III
Governor

Strong Partnerships Yield Impressive Work Force



Appearing from left to right:
Mary Jo Thompson, Director, Community Development, West Virginia Development Office; **Governor Joe Manchin III**, West Virginia's 34th Governor; **Russell Fry**, Acting Executive Director, WorkForce West Virginia; and **Mark R. Julian**, Director, Business and Industrial Development, West Virginia Development Office.

Kelley M. Goes, Cabinet Secretary, West Virginia Department of Commerce



It is true there is strength in numbers. Thanks to our many partnerships, the Governor's Guaranteed Work Force Program has had great success and achieved some impressive numbers.

Investments since the program launched in 1991:

- \$54.78 million has been awarded to employers
- \$221.8 million has been provided by employers in cash and in-kind contributions
- 197,226 workers have received training

This report contains the stories behind the numbers. West Virginia is moving forward by retraining and reinventing its work force.

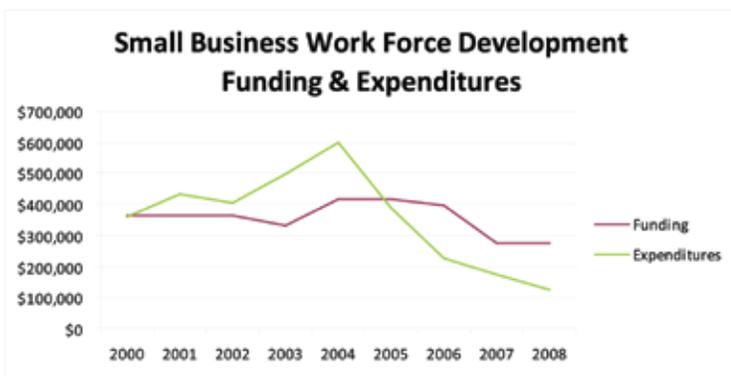
These stories from employers and workers show how West Virginia's investment in the work force pays off in increased skill sets and productivity.

If you are an employer in the state or are considering locating your business within West Virginia, we look forward to helping you enhance your work force. Let us show you how you can be a part of our success.

For more information, call 304-558-7027, e-mail trainingapplication@workforcewv.org or visit www.workforcewv.org.

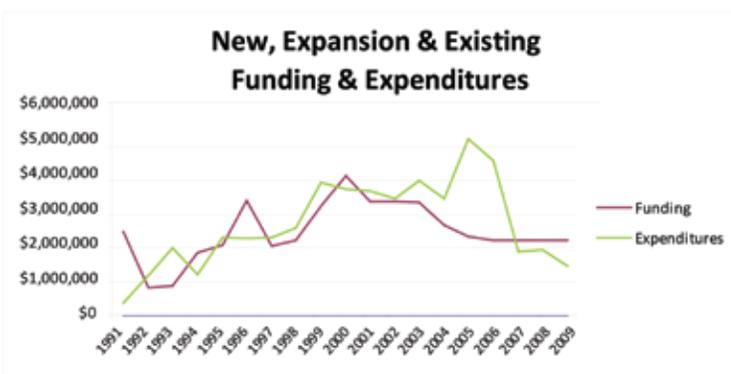
Fiscal Year 2009 Summary

- 60** Number of GGWFP projects that were funded
- 23** Number of GGWFP, Small Business Program projects that were funded
- 20** Number of Appalachian Regional Commission/ Competitive Improvement projects that were funded
- 103** Total number of projects funded by the GGWFP



The Governor’s Guaranteed Work Force Program (GGWFP) attracts new enterprises to West Virginia and encourages the growth and expansion of the state’s existing companies. The program provides training and technical assistance to support effective employee training strategies.

The GGWFP is a catalyst for organizational development that enhances the overall performance of the state’s work force and provides solutions to complicated human resource issues. The program builds the capacity of participating companies to provide more effective internal training.



Each organization faces different challenges. Customized training solutions are always structured to meet the unique needs of each customer.

The award-winning GGWFP provides training awards for eligible new and expanding companies that create at least 10 new jobs within a 12-month period. Overall funding levels are based on wages and benefits, location of facilities, number of employees and number of individuals needing training. Awards cannot exceed \$2,000 per trainee.

The GGWFP also gives West Virginia small businesses a competitive edge by providing access to quality work force training and by raising the skill level of West Virginia’s work force. Small businesses eligible for this program may receive up to 75 percent of actual training cost (maximum of \$5,000) for preapproved technology, technical and regulatory compliance training.

With the assistance of the Incumbent Worker Training Program and the Competitive Improvement Program, training dollars are available for existing companies that may not be in a hiring mode or who are not able to retrain their employees, enabling them to remain competitive in today’s global market.

Training Awards Program

Through the Governor's Guaranteed Work Force Program (GGWFP), West Virginia can provide a wide range of financial and technical assistance to employers. WorkForce West Virginia effectively leverages all available state and federal training resources by coordinating the efforts of state agencies and local organizations.

Our goal is to help West Virginia businesses employ people who possess a solid foundation of skill sets and expected work ethics. This program equips businesses with the ability to provide ongoing training as the company grows. Programs can be used to train new employees or to upgrade the skills of existing workers.

Broadly defined, work force development includes a variety of training services and diverse customized instructional delivery strategies. Overall funding levels for individual West Virginia companies are based on wages and benefits, location of facilities, number of employees and number of individuals needing training.

To learn more about how the GGWFP can assist your company, call 304-558-7027 or e-mail trainingapplication@workforcewv.org.



Appalachian Regional Commission Competitive Improvement Program

The Program

West Virginia's Competitive Improvement Program (CIP) helps existing West Virginia businesses stimulate their global competitiveness, as well as address critical work force issues through customized training. In 2009, the program assisted 20 West Virginia companies and, as a result, trained 1,818 employees.

Funding

Congress established the Appalachian Regional Commission in 1965 to fund and support economic and social development in the Appalachian region. The commission is a unique partnership comprised of governors from the 13 Appalachian states and a presidential appointee representing the federal government. Grassroots participation is provided through local development districts and multicounty organizations with boards consisting of elected officials, business professionals and other local leaders.

CIP provides West Virginia with access to financial and technical resources to help build dynamic and self-sustaining economies. Using local training network teams and technical service providers, CIP strengthens and coordinates the delivery of work force assistance.

Training Resources

CIP makes available training resources for West Virginia businesses that enable them to provide competitive skills training tailored to their most critical needs. These range from process improvements and worker training to industry specific certifications and quality.

Companies interested in making their training process leaner and aligned with customer needs can obtain specific industry recognized certifications. These certifications will enable companies to become more globally competitive. In addition, CIP provides basic technology skills training tailored to the business needs.

Program Benefits

Using CIP funds, West Virginia businesses improve productivity and profitability, reduce work force injuries, increase worker morale and provide higher-quality products and services.

West Virginia benefits through the program's emphasis on sharing lessons learned by businesses and training and technical service providers. The program also uses local professionals whenever possible, keeping investment dollars in the community and guiding the knowledge and capabilities of area specialists.

The program increases the retention of businesses and industries while developing world-class, high-performance, flexible manufacturers that are able to compete in a global economy.

Major Accomplishments

Since 1991, the Governor's Guaranteed Work Force Program (GGWFP) has prepared pools of available pre-trained and highly qualified workers to fulfill the needs of new and expanding organizations.

Since its inception the program has funded 1,374 projects and trained nearly 200,000 employees, ensuring that companies located or expanding in West Virginia have a competent, skilled and adaptable work force.

2009 This year proved to raise the level of commitment of state government to our West Virginia businesses. Together, partners rallied and developed a more streamlined process allowing eligible businesses to more readily apply for and receive approval for training awards that will allow their businesses to become more competitive and build capacity with their workers.

2008 The year 2008 is notable for expanding partnerships with all West Virginia stakeholders responsible for work force development and training. State government, economic development organizations, education and West Virginia employers worked together to advance work force development. This was accomplished through jointly scheduled business visits and follow ups. These growing partnerships continue to provide West Virginia businesses with an opportunity to learn about and receive a multitude of resources to help meet their immediate and future work force needs. With our partners, West Virginia is building an infrastructure guaranteed to help employers find what they need to prosper in our state.

2007 Gov. Joe Manchin formed the Work Force Planning Council, linking together representatives from WorkForce West Virginia, the West Virginia Development Office, economic development agencies and education, for the purpose of building a skilled workforce for the 21st century.

2005 The Governor's Workforce Investment Division of the West Virginia Development Office merged with the West Virginia Bureau of Employment Programs to become WorkForce West Virginia. This brought together federal and state work force development resources for West Virginia businesses and created a collaborative work force development environment.

2004 West Virginia increased the GGWFP maximum training amount per trainee from \$1,000 to \$2,000.

2000 The GGWFP led the development of a quad-state business and industry consortia: Mid-Atlantic Aerospace Career Training (MAAC) ACT, Polymer Alliance Zone Pre-employment Training (PAZPET), Southern West Virginia Manufacturers Pre-employment Training, and the Hardwood Alliance Zone (HAZ), which is dedicated to the development of the secondary hardwood processing industry in a six-county region.

1998 The West Virginia Legislature allocated \$250,000 to two state community and technical colleges to develop a comprehensive work force development delivery system. The success of this pilot program led to the passage of H.B. 3009, which expanded the program statewide. The program continues as the Work Force Development Initiative.

1991 West Virginia was the first state with a standardized curriculum for work force development. The GGWFP partnered with various entities to develop a common set of curriculum materials for employers to use in employee development.

A.F. Wendling's Food Service, Inc.



“WorkForce West Virginia and the Appalachian Regional Commission have been essential business partners in helping us achieve growth and provide the training and development for our employees to allow us to become more competitive.”

Chris Wendling
3rd Generation President
A.F. Wendling's Food Service, Inc.

Project Type: Existing
Location: Upshur County, W.Va.

A. F. Wendling's Food Service, Inc. leaders developed train-the-trainer programs that allowed employees to learn new skills that increased productivity

Founded by Albert F. Wendling in 1913, A. F. Wendling's Food Service, Inc. is West Virginia's largest independent family owned and operated food service company.

Wendling's has experienced tremendous growth in the past decade, expanding from 20 employees and \$5 million in sales in 1998 to more than 70 employees and \$25 million in sales in 2008.

Believing that employees are the key to success, the company began a step-by-step approach to the task of designing, organizing and conducting customized training. A comprehensive safety program resulted in a significant reduction in lost work days due to injury in the warehouse and transportation areas. Development and training for a new Web site prototype have made it easier for customers to access products and services. Still in the early phases, redesign and re-engineering of the warehouse layout and processes have resulted in improved inventory management and increased operational efficiencies.

The company plans continued growth through initiatives that leverage its ability to respond quickly and effectively to customers while providing a personalized level of service that has been the hallmark of Wendling's for almost 100 years.

Advanced Technical Solutions, LLC

Project Type: Existing

Location: Putnam County, W.Va.

Advanced Technical Solutions, LLC employees master specialized skill sets to significantly increase business opportunities

Advanced Technical Solutions (ATS), LLC is celebrating 10 years of excellence. Owners Gary and Brian Sims started this central West Virginia computer technology provider in 1999. They realized early on that to move forward and stay current with fast-paced developments in the information technology industry, they would need to train and certify their employees in cutting-edge technology.

Working with WorkForce West Virginia to obtain training funds for existing employee training has enabled ATS staff to master very specialized skill sets and to expand and develop areas of expertise. For example, Travis Cassell, an ATS telephony engineer, has attained the highest level of professional certification from Cisco Systems, Inc., a leading supplier of networking equipment and network management for the Internet. Cassell joined the elite group of Cisco Certified Internetwork Experts (CCIE™) and is one of only 1,039 people in the world who has obtained this certification.

ATS has expanded its reach beyond the borders of West Virginia. It became the first West Virginia-based company and the 27th Cisco partner in the U.S. and Canada to be recognized as an Authorized Technology Provider (ATP) in the Unified Contact Center Enterprise (UCCE) marketplace. This designation places ATS among industry giants on a national scale, and provides opportunity for continued growth.



“The ability to offer our employees training, specifically geared toward our business, is a tremendous factor in employee recruitment and retention, positively impacting our growth,” said Gary Sims, Jr., ATS president and chief executive officer. “WorkForce West Virginia’s support of ATS has significantly increased our business opportunities in that we have a steadily growing staff with the expert credentials necessary to be competitive nationally.”

*Gary Sims, Jr.
President and CEO
Advanced Technical Solutions, LLC*

Adventure West Virginia Resort, LLC



“The Governor’s Guaranteed Work Force Program training award, along with investment in infrastructure has helped Adventure West Virginia Resort grow its revenue in 2009 by 20 percent.”

*Paul Buechler
CEO*

Adventure West Virginia Resort, LLC

Project Type: Expansion
Location: Fayette County, W.Va.

Specialized training helps Adventure West Virginia Resort, LLC create a world-class tourist destination that draws thousands of out-of-state visitors annually

In April 2008, three whitewater rafting companies – The Rivermen, Class VI River Runners and Adventure Mountain River – merged into a new company, Adventure West Virginia Resort, LLC.

The core strategy of the new company is to become a year-round adventure destination resort where visitors can choose to stay longer by utilizing the resort’s multiple activities, lodging options and dining facilities. These opportunities will allow Adventure West Virginia Resort to become more competitive and marketable not only in the rafting industry, but in the vacation-destination world as well.

Adventure West Virginia took a bold step in 2009, a time of economic uncertainty, to move The Rivermen to Class VI’s existing 140-acre facility and spend more than \$3.5 million on a new lodge, bath house, basic rental cabins, deluxe rental cabins and an operations garage. The company also added Tree Tops Canopy Tour, a world-class, year-round canopy tour that draws thousands of out-of-state visitors. The canopy tour offers zip-lines, skylines, rappelling and hiking.

Adventure West Virginia decided to utilize the GGWFP in three specific areas to become more competitive and marketable, as well as to increase revenue. Areas of focus include advanced medical education, swift-water rescue and specialized canopy tour guide training. As a result of this expansion, the number of seasonal and full-time employees has increased.

Aurora Flight Sciences of West Virginia

Project Type: Existing

Location: Harrison County, W.Va.

WorkForce West Virginia award helps current employees learn new technology skills for the 21st century

Aurora Flight Sciences of West Virginia first opened its doors in 1994. Today, the facility has a total of 105,000 square-feet dedicated to integrated-aero-structures manufacturing. The facility employs more than 160 workers and is comprised of two plants equipped to perform production manufacturing, including semi-automated composite lay-up, NC machining of metals and composites, assembly of primary airframe structure, NDI inspection, finishing and development of tooling for composites.

Over the course of the past year, more than 40 employees have received customized training in areas such as geometric dimensioning and tolerancing, Catia V.5 software, HAZMAT, MasterCam software and federal acquisition management. Having a work force trained in these skills and technologies allows Aurora Flight Sciences to compete in today's taut business climate.

Much of this customized training was developed in cooperation with local community and technical colleges and universities, as well as private training providers. Utilizing technical and financial assistance through the Governor's Guaranteed Work Force Program and sharing training costs, enabled Aurora to provide more training opportunities to its employees.

The skills acquired through this training will allow Aurora to produce quality components for several aircraft including the E2-C Hawkeye, EA-6B Prowler, CH-53K helicopter, MH-60R Seahawk helicopter, and both the RQ-4A and RQ-4B versions of the Global Hawk.



“The Aurora Flight Sciences West Virginia team is a dedicated work force, which was proven this year when we became a Northrop Grumman Platinum supplier. I am pleased to lead a staff that daily demonstrates and meets the highest standards possible.”

*Ron Richman
General Manager
Aurora Flight Sciences of West Virginia*

Azimuth Incorporated



Project Type: Existing
Location: Monongalia County, W.Va.

Azimuth expands its knowledge base and its engineering capabilities through the Governor's Guaranteed Work Force Program

Azimuth Incorporated is a founding member of the West Virginia High Technology Consortium, a leader in electronics, software development and engineering services for the U. S. Department of Defense and other federal agencies. Azimuth is a winner of numerous small business awards and multimillion-dollar government contracts. At the center of these accomplishments are President and CEO Craig Hartzell, Vice President and CFO Tina Belt, and a stable of talented staff members whose expertise in defense, aerospace, medical services, manufacturing and other high-tech industries has helped position Azimuth at the forefront of the engineering industry.

Azimuth's focus on quality, innovation and performance in all of its divisions goes hand-in-hand with its corporate philosophy of excellence through teamwork. By developing close working relationships internally among coworkers and externally with like-minded companies, Azimuth has become a key player in impacting the revitalization of business and growth of government contracting in West Virginia.

Headquartered in Morgantown, W.Va., Azimuth has partnered with WorkForce West Virginia and the Robert C. Byrd Institute on a work force development effort. This partnership has enabled Azimuth to expand its knowledge base and its engineering capabilities.

The company's engineering group is located in Fairmont and is an ISO 9001:2000 registered facility that has earned an outstanding reputation for its work in supporting the U.S. military. Its high-tech specialties include ruggedized electronics for mobile marine, air and ground applications, real-time embedded systems, data acquisition, instrumentation and control, military communications suites, and the design and manufacturing of electronic circuit cards.

Azimuth proudly supports the mission of advancing West Virginia's high-technology community, strengthening the state's economy and supporting small business development through knowledge, ideas and innovation.

Berkeley Springs Instruments, LLC

Project Type: Small Business Work Force Development
Location: Morgan County, W.Va.

Berkeley Springs Instruments, LLC employees participate in hazardous operation training to increase their awareness of OSHA's safety standards

Berkeley Springs Instruments, LLC (BSI) develops a range of products and services that address mechanical integrity assessment and monitoring needs for the petroleum, chemical and utility industries. The foundation of BSI's business is based on the following product and service lines: wireless, intelligent monitoring sensors, unique robotic scanning systems, and tank and pipeline inspection services. BSI's robotic technology has been in use globally for more than 10 years.

In 2007, Dr. Eugene Silverman, founder and president of BSI, moved his business from the family garage in Berkeley Springs to a manufacturing facility in Paw Paw, W. Va.

Taking advantage of the many skilled high-tech retirees who had moved to the area from Washington, D.C., and Baltimore, Maryland, BSI created 20 new jobs. In 2008, the company returned to Berkeley Springs and now employs experienced electrical engineers, mechanical technicians, software engineers, field service providers and office support staff.

The business community has identified BSI's markets as having tremendous growth opportunities for the next several decades. This is especially the case relative to the use of wireless technology for infrastructure monitoring and tank and pipeline integrity management services. As BSI grows so will the company's impact on West Virginia's economic growth. This result will provide jobs and create a model for high-tech and Internet businesses to make use of the many incentives provided by the Governor's Guaranteed Work Force Program, which includes an OSHA safety training course on hazardous operations.



“We recognized a real opportunity to contribute to the community and continue the trend toward attracting high-technology business to West Virginia.”

*Dr. Eugene Silverman
Founder and President
Berkeley Springs Instruments, LLC*

DALB, Inc.



"Upon learning of the Governor's Guaranteed Work Force Program, we've taken many opportunities to further train our staff in new technologies that will enable us to continue growing in the 21st century. As a career West Virginia employer, we believe this program has been very beneficial for us and would strongly encourage our fellow West Virginia businesses to utilize the services offered."

Kevin L. Steeley
President
DALB, Inc.

Project Type: Existing
Location: Jefferson County

DALB, Inc. employees participate in cross training that allows designers and CNC operators to interface

DALB, Inc. is a privately held commercial screen-printing company located in Kearneysville, W.Va. The company commenced operations in 1982 with four founding employees in a 2,500 square-foot rented facility. The company now owns and occupies a 100,000 square-foot facility and employs 170 full-time staff.

DALB's primary customers are manufacturers of food and soft drink vending machines and glass-front merchandisers.

Its products consist of printed and lighted plastic sign faces, pressure-sensitive vinyl decals and flavor cards. These items provide appealing graphics for food and soft drink equipment. Additionally, the company prints many other products used for point-of-purchase displays as well as decorative panels used on high-end LCD televisions.

Recently, DALB invested in vacuum/thermoforming equipment and began designing and manufacturing thermo-formed plastic products such as three-dimensional signs. The investment in these products will allow DALB to grow its business in other markets.

DALB obtained a State training award to train its staff on many of the new technologies that have been incorporated into its processes. This training has helped them quickly acquire the skills required to expand into this new product line.

To accommodate its increased business in the thermoforming market, DALB began construction of a 26,000 square-foot addition to its facility.

Jeff Fetty Designs

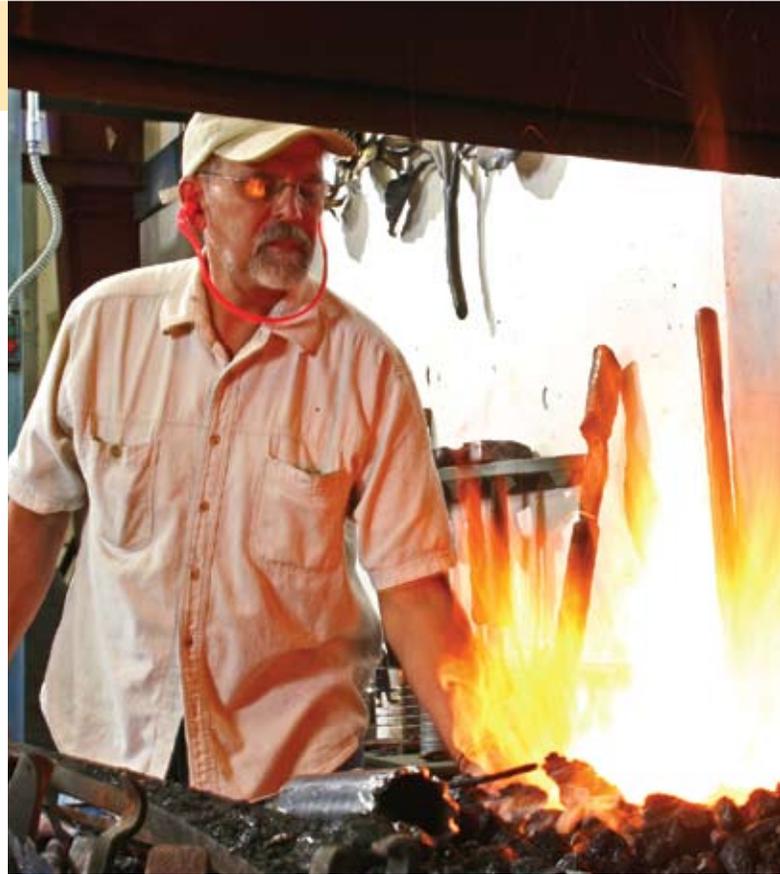
Project Type: Small Business Work Force Development
Location: Roane County, W.Va.

Apprenticeship program ensures growth for Jeff Fetty Designs

At his forge in West Virginia, artist-blacksmith Jeff Fetty has been nurturing his craft and business for nearly 30 years. While coaxing hard, cold iron into delicately wrought objects, Fetty remains conscious of the need to develop his skills as a business person. He has utilized a variety of resources and attributes much of his growth as an artist to his extensive travels to trainings around the world and close to home. Fetty has taken advantage of opportunities offered by the state and private agencies, as well as independent research, to develop a foundation of basic business skills.

Much of his initial business growth came through client referrals and marketing opportunities provided by Tamarack and other local galleries. Fetty achieved the second stage of growth by reaching a broader national market through more sophisticated marketing. The evolution of his craft required new business skills in the area of work flow management and cost accounting.

As his business grew, Fetty applied for and was awarded training funds from the Governor's Guaranteed Work Force Program, which enabled him to train new employees and develop an apprenticeship program that will ultimately provide the skilled assistance needed to continue expanding the business.



“The best way for me to learn is through interaction with others. West Virginia has a rich craft tradition, an artistic community and a network of skilled business people who are eager to share their knowledge. I doubt I could find a better place to pursue my craft.”

Jeff Fetty
Artist-Blacksmith
Jeff Fetty Designs

Kureha PGA, LLC



Project Type: New
Location: Kanawha County, W.Va.

Kureha PGA, LLC employees learn break-through technology at pilot plant in Japan

In December 2007, Kureha Corporation of Japan announced it would invest more than \$100 million in a new, wholly owned subsidiary, Kureha PGA, LLC, to build a plant for the production and sale of the high-performance polymer, polyglycolic acid (PGA). The production facility is located on the DuPont site in Belle, W.Va.

The first phase of this construction is a semi-works facility that will create approximately 50 new jobs and result in an investment of more than \$100 million. Construction of the plant started in January 2009, with polymer production to begin mid 2010.

Kureha PGA has attracted highly skilled engineers and chemical plant operators from West Virginia to this exciting project. Ten new jobs have been created and filled since the start of the project. The Governor's Guaranteed Work Force Program has contributed funds for the additional training required for the engineers and operations personnel to learn the specifics of Kureha PGA technology. This training includes trips to the Kureha PGA pilot plant in Iwaki, Japan, to experience firsthand the nuances of this new process. With this training, Kureha PGA employees will be able to develop the operations and maintenance procedures, as well as the training plan, for the U.S. plant.

An additional 20 jobs (operators and reliability personnel) were created and filled at the end of 2009. Their training will begin immediately to prepare them for the 2010 plant startup.

“Thanks to funding by the Governor’s Guaranteed Work Force Program, our operations employees have directly experienced the operation of this new break-through PGA technology at our pilot plant in Japan. This hands-on training will be invaluable to the development of operating and maintenance procedures, and to a successful plant start-up.”

*Tom Provost
Plant Manager
Kureha PGA, LLC*

Orrick, Herrington & Sutcliffe LLP's Global Operations Center

Project Type: Expansion
Location: Ohio County, W.Va.

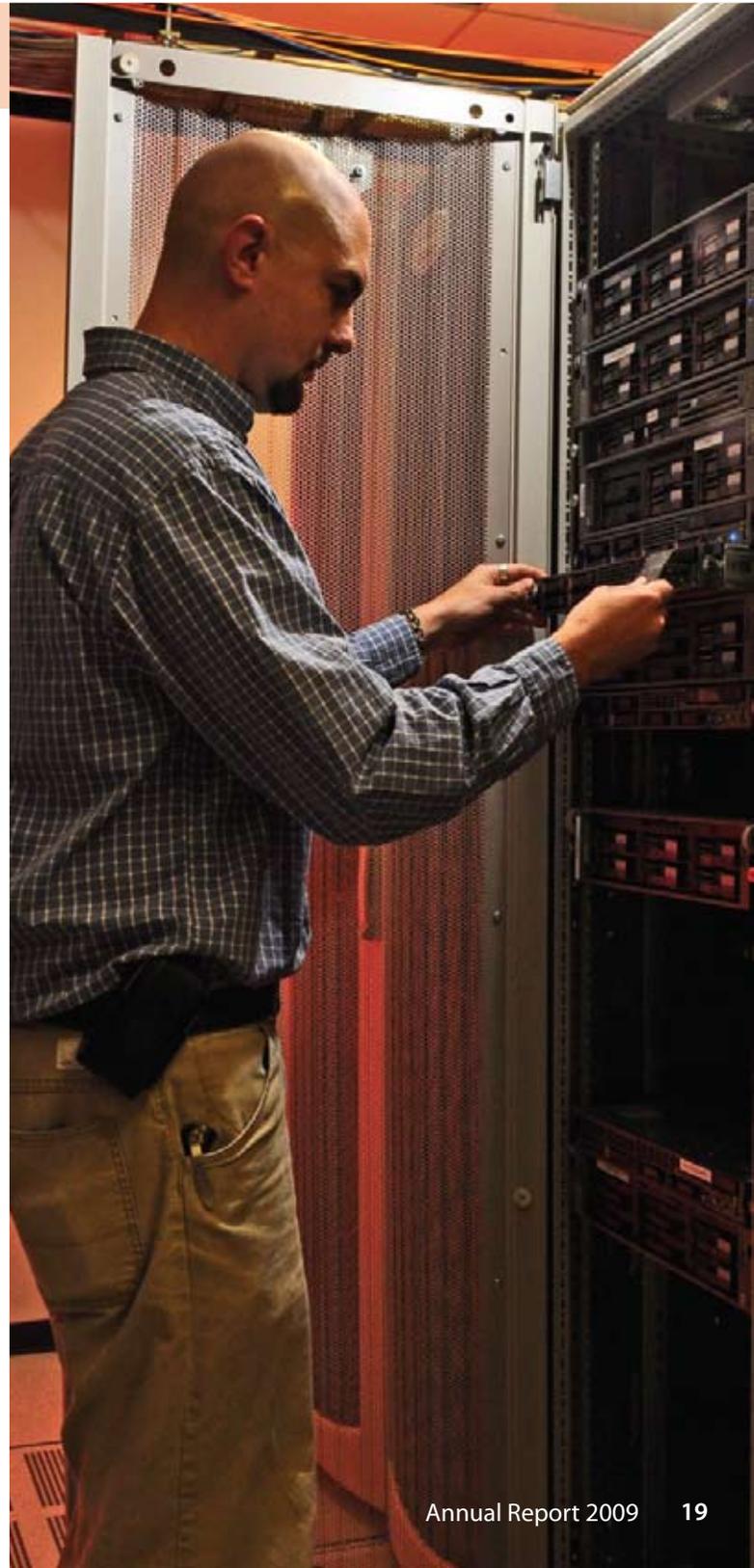
Orrick, Herrington & Sutcliffe LLP's Global Operations Center used internal trainers and external vendors to provide technical training that allowed the company to evolve and grow

The first facility of its kind in the legal services profession, Orrick, Herrington & Sutcliffe LLP's Global Operations Center (GOC) provides its clients and employees with streamlined service and centralized infrastructure needed for global commerce.

Orrick created the GOC for its support functions in April 2002. Facing the challenges of managing the business for growth and controlling costs, the goal to improve the firm's overall efficiency and enhance client-service levels was realized initially with the move of the technology and finance operations to Wheeling. As a partner in Orrick's growth and development, the Governor's Guaranteed Work Force Program laid the foundation to train the first 73 employees in 2002.

Since that time, the state of West Virginia provided additional training funds to help Orrick evolve its services and increase employment to more than 300 strong in the Wheeling area.

Orrick is very proud to be active in the Wheeling and West Virginia communities with its corporate social responsibility program, which includes commitment from employees of their time and financial support of worthwhile charitable causes.



Rubberlite, Inc.



“Rubberlite is extremely pleased with the partnership we have developed with WorkForce West Virginia and the staff of the Governor’s Guaranteed Work Force Program. Resources such as these allow Rubberlite and other companies in West Virginia a competitive advantage in today’s global economy.”

*Michael Little
Organizational Development Manager
Rubberlite, Inc.*

Project Type: Existing

Location: Cabell County, W.Va.

Rubberlite, Inc. introduced new products with improved lead times as a result of securing state training funds

Rubberlite, Inc. is a recognized leader in the manufacturing of custom engineered polyurethane foam and is one of North America’s largest converters of cellular rubber and plastic products. A privately owned company founded in 1986, Rubberlite serves a diverse market that includes footwear, medical, industrial, orthopedic, automotive, electronics and aerospace industries.

As the economic climate continues to evolve, Rubberlite remains consistent in its aggressive pursuit of continuous improvement by allocating resources to training and product processing. As a result, funds from the Governor’s Guaranteed Work Force Program have provided Rubberlite the opportunity to train technical employees responsible for qualifying a new lamination line, as well as develop the Enterprise Resource Planning software training program to extend its service capabilities.

With funding from the Governor’s Guaranteed Work Force Program, Rubberlite expedited the qualification process of a state-of-the-art lamination line and has since introduced new products with improved lead times and quality assurance. The financial assistance also was vital in the creation of a structured team-based initiative, which resulted in customized programming of the company’s business-process management software system, as well as the development of a formal internal training program.

TGL Aviation Management, Inc.

Project Type: Small Business Work Force Development
Location: Cabell County, W.Va.

TGL Aviation Management employees received training that allowed them to expand their flight and pilot services

Steve Holstein and Tom Stoffregen created TGL Aviation, Inc. in 2004 at Ona Airpark in Ona, W. Va. They started the company with three Cessna training aircraft, 4,000 gallons of fuel and a leased hangar for maintenance. In the beginning, the company's mission was flight instruction and light airplane maintenance.

In order to achieve projected growth, the company needed to increase its number of student pilots, as well as expand their flight and pilot services. Specialized technical training was a priority for this small business. With a training award through the Governor's Guaranteed Work Force Program from the Small Business Development Center, Holstein received training and obtained his multi-engine instructor rating and Stoffregen received his multi-engine rating. Within a year of training, both were offering corporate flights for local businesses.

In 2008, the company ascended to the next level of flying and maintaining turbine powered aircraft. TGL staff received training that allowed them to service this type of airplane. During this time, TGL Aviation Management was created. Between the two companies, Holstein and Stoffregen were flying two business airplanes and maintaining several business and personal aircraft.

In 2009, TGL Aviation Management received a training award, allowing Stoffregen to learn how to fly turbine-powered airplanes. With this training the company is now able to meet all aviation needs of its clients, both present and future.



Examples of Work Force Development Programs funded by the Governor's Guaranteed Work Force Program, Small Business Work Force Development, or the Competitive Improvement Program



Leadership



Existing Worker



New Hires



Quality Development



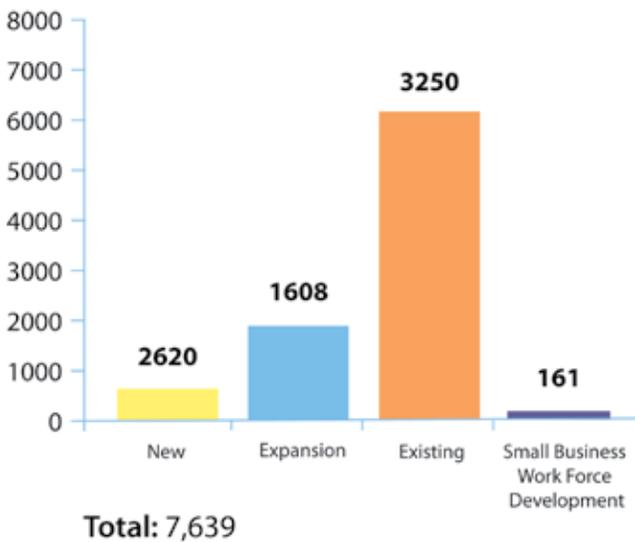
Apprenticeship



Train-the-Trainer

Distribution of GGWFP Projects

Work Force Trained by Project Type in 2009



Training Providers Participation



EXPANSION AND NEW PROJECTS

- Creation of a minimum of 10 net new jobs within a 12-month period.
- No cash match required.

SMALL BUSINESS PROJECTS

- Reimbursement of preapproved technology, technical and regulatory compliance training for small businesses. Most small businesses are eligible for up to \$5,000.
- GGWFP can fund up to 75 percent of actual training costs (maximum of \$5,000).

EXISTING/INCUMBENT PROJECTS

- Must be in business for at least one year.
- 50/50 cash match required.
- Training must provide portable and credentialed wage or job upgrades with backfill, and/or some type of new technology.

Summary of GGWFP Projects for Fiscal Year 2009

County	Company Name	Project Type	Total Award	Company Contribution	Employees Trained			Type(s) of Training
					New	Existing	Total	
Upshur	A.F. Wendling's Food Service, Inc.	Existing	\$58,932.00	\$715,348.00	0	101	101	Re-Engineering Process (Train-the-Trainer) Task Directed Warehousing
Putnam	Advanced Technical Solutions, LLC	Existing	\$30,695.12	\$51,547.92	0	20	20	ICMBC v7.0 IPCCE v1.0
Fayette	Adventure West Virginia Resort, LLC	Expansion	\$29,690.00	\$4,552.00	0	33	33	Outdoor Emergency Care Swiftwater Rescue Canopy Tour
Jackson	Alcan Rolled Products	Existing	\$73,835.00	\$294,675.68	0	792	792	Casting Cold Rolling Hot Rolling Scalping Finishing Inspection Loading Environmental, Health and Safety Welding Apprenticeship Associate
Randolph	Angela H. Sturm, Licensed Massage Therapist	Small Business	\$5,000.00	\$1,935.00	0	1	1	Craniosacral Therapy II Somato Emotional Release I & II Advanced CranioSacral I, II & III Clinical Application for Advanced CST
Randolph	Armstrong Wood Products	Existing	\$21,595.04	\$60,087.86	0	187	187	Practical Grader Simulator Practical Knotsawyer Practical Quality Auditing Simulator Supervisory Leadership Development Boiler Operator Systems Basic Electrics Autolog Optimizer Technical
Mineral	ATK Tactical Systems Company LLC	Existing	\$71,880.70	\$219,514.33	174	1305	1479	Earned Value Management Leadership Transitions Financial Management for Engineers and Managers Acoustical Filament Winding Electric Beam Welder Operation & Maintenance ESI Federal Contracting Basics Digitizer Certified Tech RSLogix 5000 Level 1: ControlLogix System Fundamentals

County	Company Name	Project Type	Total Award	Company Contribution	Employees Trained			Type(s) of Training
					New	Existing	Total	
Harrison	Aurora Flight Sciences of West Virginia	Existing	\$8,631.74	\$738,356.64	23	23	46	Federal Acquisition Management (Train-the-Trainer) Geometric Dimensioning & Tolerancing CATIA V.5 HAZMAT Master CAM Version x 3 two
Marion	Azimuth Incorporated	Existing	\$7,791.50	\$68,650.70	1	5	6	Blueprint Reading Computer Aided Drafting Solid Model 2-5 axis Trimming & Drilling Composite Bonding & Assembly
Brooke	Ball Corporation	Existing	\$39,200.00	\$492,594.00	0	30	30	Bagger Utility Stacker Coater Operator Litho Pressman Coil Line Coil Line Attendant
Kanawha	Bayer CropScience	Expansion	\$15,673.00	\$75,603.00	12	0	12	Basic Operator (BOT) Unit Operator
Morgan	Berkeley Springs Instruments, LLC	Small Business	\$5,000.00	\$5,000.00	0	10	10	OSHA Hazardous Operations (Hazwoper)
Harrison	Bombardier Services Corporation	Existing	\$15,552.00	\$74,975.00	50	25	75	CRJ 200 Technical Familiarization WBT CRJ 700/900 Familiarization WBT Regulatory Initial Technical
Kanawha	BrooAlexa, LLC	Small Business	\$600.00	\$200.00	0	1	1	Federal Acquisitions Management
Raleigh	C.U.E. of West Virginia, LLC	Existing	\$826.50	\$3,011.80	0	12	12	ISO/TS 16949:2002 Customizing Human Resources
Kanawha	Capital Area Services Company, Inc. (CASCI)	Expansion	\$14,958.00	\$125,883.20	30	0	30	Customer Service
Preston	Casteel & Poling, PLLC	Small Business	\$3,750.00	\$1,250.00	0	6	6	Practice Master Tabs 3

Summary of GGWFP Projects for Fiscal Year 2009

County	Company Name	Project Type	Total Award	Company Contribution	Employees Trained			Type(s) of Training
					New	Existing	Total	
Kanawha	Charleston Stamping and Manufacturing	Expansion	\$200,000.00	\$9,870.00	350	19	369	Conducting Behavioral Interviews Production Team Member Assessments Crane Operator (Train-the-Trainer) RF Express for QAD Applications GagePack ISO/TS 16949:2002 Core Tools ISO 14001 Internal Auditor CM4D Basic
Berkeley	Chem-Pak, Inc.	Small Business	\$794.25	\$264.75	0	1	1	Multi-Modal Hazardous Material Transportation National Electrical Code Prep Class
Kanawha	Clearon Corporation	Existing	\$7,246.00	\$11,726.00	0	142	142	ISO 9001:2000 Implementation
Upshur	Corhart Refractories	Existing	\$121,391.00	\$564,021.79	17	158	175	Motor Theory Programmable Logic Controller Pipe Fitting MTM18 Fans, Blowers & Compressors MTM25 Combustion Principles MTM28 Kaizen/Lean Training & Implementation
Jefferson	DALB Inc.	Existing	\$5,150.00	\$22,957.00	2	7	9	Delcam Powermill & Powershape Geiss CNC Infrared Camera
Putnam	Diamond Electric Manufacturing Co.	Expansion	\$23,829.00	\$12,636.00	0	26	26	Future Automotive Trends NX100 Maintenance PLC-Q Series Programming Vacuum AutoCAD
Wood	DuPont Washington Works	Existing	\$357,193.50	\$1,244,911.38	0	427	427	Harmony Rack I/O with Composer Melt Cutter Setup/Performance Instrument & Valve Airborne Ultrasound Systems Modal Operating Deflection Shape Coastal E-Learning Technical Troubleshooting Power Transmission Technology Modicon Programmable Logic Controller Sundyne High-Pressure Pump Washington Works Transferrable Skill Project PPM Site Training Package STOP Implementation CAPT Safety

County	Company Name	Project Type	Total Award	Company Contribution	Employees Trained			Type(s) of Training
					New	Existing	Total	
Berkeley	Essroc Cement Corp Administrative Office	Existing	\$101,964.00	\$699,191.25	0	49	49	Cement Manufacturing (Raw Materials Preparation, Kiln Process, Fuels & Firing, Cement Millings, Simulator, and On-Site Burner) Hazemag Crusher Quarry Compressors & Gearbox Preventive Maintenance Hydraulics for Electricians Power Distribution PLC Instrumentation Variable Frequency Drives System Technical Standard Operating Procedures Training (Train-the-Trainer) Operator Certification Program
Mason	Felman Production, Inc.	Expansion	\$40,777.16	\$227,548.50	0	45	45	Hands-on Technological Process of Ferroalloy Production Mechanical and Electrical Repair of Technological Equipment in Ferroalloy Production Hydraulics Process Water Softener Analysis of Direct & Indirect Jobs
Jackson	Fox Engineering, PLLC	Small Business	\$1,312.50	\$437.50	0	1	1	Supporting Users Running MS Windows XP Supporting Users Running Applications on MS Windows XP
Mercer	Gemark Services of WV	Small Business	\$3,525.00	\$1,175.00	0	7	7	Maintenance Electrical
Monongalia	Glenn Walker, CPA/CPE	Small Business	\$3,399.00	\$1,133.00	0	1	1	Tax Resolution Property Tax Appeals Real Estate Taxation Rental Real Estate Real Estate Tax Guide Persuasion Cost Segregation Financial Consulting

Summary of GGWFP Projects for Fiscal Year 2009

County	Company Name	Project Type	Total Award	Company Contribution	Employees Trained			Type(s) of Training
					New	Existing	Total	
Harrison	GrafTech International Holdings, Inc.	Existing	\$184,613.23	\$3,962,854.12	5	285	290	Transportation of Dangerous Goods Training Manual Development DOT-- Haz Materials Transportation Lean Process Solidworks Essentials & Product Data Management Applied Skills & Machine Operator Machine Operator Manual Development FeatureCam (replacement of the Faro Arm Training) Asbestos
Kanawha	Health Data Solutions, Inc.	Small Business	\$3,783.75	\$1,261.25	0	13	13	Advanced MD Software Implementation
Wood	Hino Motors Manufacturing USA, Inc.	Expansion	\$43,707.72	\$84,199.42	72	53	125	Plant Operations WorkKeys Job Profiling WORKING PPG Paint Hino Assembly Practices Time Management Yard Truck ASQ Primer HS-52 Huck Gun Maintenance Model yeral 2011 Hino Truck
Lewis	HK Engine Components, LLC	Existing	\$997.50	\$1,537.50	0	6	6	OSHA Industry (Train-the-Trainer)
Wayne	Huntington Testing & Technology	Existing	\$6,830.00	\$101,082.37	0	11	11	American Petroleum Institute 653 Prep Course & Exam Ultrasonic Retrieval Course Administrator's Seminar API-510 API-501
Putnam	Innovative Mattress Solutions	Existing	\$5,876.76	\$88,871.92	0	76	76	Lectora Fundamental Intermediate Extreme Train-the-Trainer Lectora Fundamental Extreme Internal
Berkeley	J & E Technical Services, LLC	Small Business	\$4,893.75	\$1,631.25	0	3	3	Eddy Current Level II
Roane	Jeff Fetty Designs, Inc.	Small Business	\$3,618.75	\$1,206.25	0	2	2	Web site Design & e-commerce Cost Analysis Apprentice Marketing

County	Company Name	Project Type	Total Award	Company Contribution	Employees Trained			Type(s) of Training
					New	Existing	Total	
Kanawha	Kanawha Electric Machine	Expansion	\$38,325.00	\$102,900.00	22	18	40	Skills training in Applied Mathematics, Precision Measurement, Blueprint Reading, Tooling, and Manual & CNC Machine Operation Lean Manufacturing Electrical Apparatus Service Association-Q: 2000
Raleigh	Klockner Pentaplast of America, Inc.	Expansion	\$107,545.00	\$208,818.00	17	35	52	Machine Start-up
Kanawha	Kureha PGA, LLC	Expansion	\$69,805.94	\$143,496.00	160	4	164	Kureha PGA Pilot Plant Hands-on Employment Law Certificate Program Payroll Law Human Resources & the Law Basics of HR Law Pre-Hire Assessments Safety Management CS3000 Special Engineering Team building Workshop Writing Effective Operating Procedures
Jackson	LifeTite Metal Products, LLC	Existing	\$625.00	\$32,065.00	0	13	13	Vantage VTR Rollformer
Marion	Linger Enterprises, Inc.	Small Business	\$2,100.00	\$700.00	0	4	4	CNC Operations
Marion	Metso Power	Expansion	\$6,000.00	\$17,174.00	0	3	3	Gas Tungsten Arc Welding
Brooke	Mountain State Carbon, LLC	Existing	\$231,020.50	\$625,313.00	0	355	355	Safety Operations (Battery Labor, Operator Labor, and Maintenance) Allen Bradley Control Logix Coke Oven Training Program Safety Operations (Battery Labor, Operator Labor, & Maintenance)
Wirt	Mustang Survival Manufacturing, Inc.	Expansion	\$81,356.00	\$589,880.00	100	31	131	Leadership and Management Development New Hire FLEX Configuration Management
Monongalia	Mylan Pharmaceuticals Inc.	Expansion	\$6,656.30	\$30,450.00	5	24	29	Machine Shop 101 & 202 Encapsulation (MG-150 & Futura)
Hancock	National Church Supply	Expansion	\$18,000.00	\$6,762.00	6	148	154	Kirk-Rudy net Het Ink Jet Mailcrafer 9800 Inserter Kirk-Rudy Match Mate Vision Kirk-Rudy Envelope Collator RISO High-Speed Printer

Summary of GGWFP Projects for Fiscal Year 2009

County	Company Name	Project Type	Total Award	Company Contribution	Employees Trained			Type(s) of Training
					New	Existing	Total	
Cabell	National Wood Products, Inc.	Existing/ Small Business	\$5,238.75	\$3,978.73	0	13	13	Value Stream Mapping Lean Manufacturing Autodesk Inventor Application
Kanawha	Net Solutions, LLC	Small Business	\$2,475.00	\$825.00	0	3	3	FastTrac Tech Venture
Kanawha	NGK Spark Plugs Manufacturing (U.S.A), Inc.	Existing	\$20,261.63	\$37,310.41	0	128	128	Overview (SAP01) Quality Planning and Inspect (PLM412) Administration AS ABAP11 (ADM102) ADM960 Security in SAP in System Environment SCM500 Processes in Procurement RWD uPerform - Business Process Procedures Production Development - On-The-Job Training Videos
Putnam	Nippon Thermostat of America Corp.	Existing	\$682.00	\$29,120.00	1	0	1	Quality Control
Ohio	Orrick, Herrington & Sutcliffe LLP	Expansion	\$38,476.00	\$62,390.00	25	0	25	Leadership Compliance Discovery Compensation Security Litigation
Tucker	PIMBY, LLC	Small Business	\$783.75	\$261.25	0	1	1	Building Analyst
Jefferson	Plural Associates, Inc.	Small Business	\$1,200.00	\$400.00	0	2	2	Federal Acquisition Management
Wood	Polymer Alliance Services, LLC	Expansion	\$15,308.00	\$6,988.00	0	30	30	ISO 9001:2000 QMS
Kanawha	PresSure Products Company	Existing	\$1,980.00	\$3,870.00	0	2	2	AutoCAD & MasterCAM CNC Instructions
Preston	Preston Financial & Accounting, Inc. D/B/A Alternatives 2 Wood	Small Business	\$2,991.00	\$997.00	0	18	18	Safety Manual Review Forklift Operator Employee Safety 10-Hour General Industry

County	Company Name	Project Type	Total Award	Company Contribution	Employees Trained			Type(s) of Training
					New	Existing	Total	
Wood	PWP (HPC) Industries	Existing	\$4,000.00	\$19,425.85	0	36	36	Arc Flash Analysis & Training
Wayne	Queen's Machine Shop, Inc.	Expansion	\$34,740.00	\$186,334.00	7	15	22	CNC Training Developing Critical Business Documents Developing Business Logic Models Organizational Infrastructure Process Components Key Organizational Documents
Greenbrier	Renick Millworks	Small Business	\$1,425.00	\$475.00	0	4	4	Wood Flooring
Harrison	Repair King, Inc.	Small Business	\$900.00	\$300.00	0	2	2	CNC Machining, Operation and Programming
Cabell	Richwood Inc.	Existing	\$1,750.00	\$3,734.00	0	16	16	Pull System/ Kanban Kaizen Lean
Jefferson	Royal Vendors	Existing	\$5,802.66	\$2,308,705.50	0	409	409	Lean Manufacturing
Cabell	Rubberlite, Inc.	Existing	\$1,195.00	\$1,611.00	0	2	2	Web Coating & Drying Seminar
Marion	Ruskin Company	Existing	\$11,015.00	\$203,735.08	0	300	300	Basics of Welding CNC Programming Gibbscan Training
Wood	SABIC Innovative Plastics	Existing	\$4,417.50	\$59,977.50	0	300	300	Chemical Operator
Jackson	SDR Plastics, Inc.	Existing	\$4,295.00	\$43,326.00	0	54	54	Problem Solving Principles of Lean Manufacturing Positive Strategies & Positive Solutions for the Workplace Principles of 5S Value Stream Mapping Pull System/Kanban Train-the-Trainer
Cabell	Service Pump & Supply, Inc.	Expansion	\$70,000.00	\$231,600.00	10	60	70	Kaizen Lean

Summary of GGWFP Projects for Fiscal Year 2009

County	Company Name	Project Type	Total Award	Company Contribution	Employees Trained			Type(s) of Training
					New	Existing	Total	
Ritchie	Simonton Building Products Inc.	Existing	\$60,534.33	\$1,069,563.13	8	144	152	Apprenticeship Urban Equipment Specific Horizontal Support Member/ Vertical Support Member Welding Machine Operation and Maintenance - ROTOX Machine Operation and Maintenance - Joesph Machine Intercept i3 Spacer and Maintenance Smart i3 Extruder Maintenance Contour Grid Roll Forming Cutters and Freefall Basic Electrical Course Introduction to PLC < 5S & Total Productive Maintenance Troubleshooting Hydraulic Systems
Cabell	SMC Electrical Products, Inc.	Expansion	\$68,000.00	\$24,377.00	10	24	34	Impact Selling & Training Reinforcement SOP/ Material Planning/ Master Scheduling
Cabell	Sterling Supply Company	Existing	\$1,926.42	\$15,144.00	0	8	8	ISO 9001:2000
Harrison	Stockmeier Urethanes USA, Inc.	Existing	\$2,625.00	\$3,585.00	0	15	15	ISO 9000:2008 ISO 9001:2000
Marion	Sunbeam Child Care Center LLC	Small Business	\$3,150.00	\$1,050.00	0	70	70	Developing Financial Management Reports Lessons in Self-Care & Wellness First Aid & CPR for Child Care Staff Internet Safety & Web Site Usage
Mason	Supresta U.S. LLC	Existing	\$21,780.00	\$308,300.50	0	132	132	Supervisor Operational Excellence Internal Auditor ISO 9001, 105001 OSHA 18001 Welding Certification Arc Flash Electrical Safety Fundamental Electrical Scaffolding Competent Person Mobile Crane System IMDG/ IATA/ 49CFR Employee Training Program Development

County	Company Name	Project Type	Total Award	Company Contribution	Employees Trained			Type(s) of Training
					New	Existing	Total	
Mercer	T&N Electric Motor Exchange	Expansion	\$24,000.00	\$483,240.00	7	5	12	Disassembly Armature Winding Final Test Machine Shop Assembly Parts Department A/C Rewind Vacuum Pressure Impregnation Tank Plant Maintenance
Marshall	Tecnocap, LLC	Expansion	\$35,525.00	\$303,075	13	136	149	ISO 9000:2000 Full Spectrum with Design Apprentice: Machinist, Die Setter, & Electrician
Monongalia	TeleTech (Morgantown)	Existing	\$13,869.84	\$43,690,249.26	0	520	520	Technical
Marshall	TeleTech (Moundsville)	Existing	\$12,459.58	\$753,473.72	0	300	300	Advanced Technical
Cabell	TGL Aviation Management, Inc.	Small Business	\$4,368.00	\$1,456.00	0	2	2	KingAir 90 Recurrent
Greenbrier	Trinity Tax & Bookkeeping Service, Inc.	Small Business	\$600.00	\$200.00	0	1	1	Federal Acquisitions Management
Greenbrier	True North Enterprises, LLC	Expansion	\$5,170.00	\$7,848.00	0	7	7	Hands-on Sewing Hi-Gear Fighting Suit
Mason	UTRON, Inc.	Existing	\$6,492.50	\$10,886.50	0	10	10	Ammunition & Explosives
Jefferson	Washington House Inn	Small Business	\$1,194.00	\$398.00	0	1	1	Marketing Customer Service

Summary of GGWFP Projects for Fiscal Year 2009

County	Company Name	Project Type	Total Award	Company Contribution	Employees Trained			Type(s) of Training
					New	Existing	Total	
Braxton	Weyerhaeuser NR Company	Expansion	\$111,466.50	\$2,951,038.74	5	140	145	Electrical Safety-NPF7OE Enterprise Business Solutions Industrial Fire Fighter Fire Brigade Leadership Performance Management Communication & Influence Management Safety Observation & Feedback Developing Teams Industrial Hydraulics Basic & Advanced Industrial Pneumatics Basic & Advanced Hydraulic Troubleshooting Apprenticeship (Technical Troubleshooting, & Mechanical Multicraft)
Ohio	Williams Lea, Inc.	Expansion	\$82,990.00	\$621,237.24	234	105	339	Edgar Leadership Development Document Processor Application Training Microsoft Office Suite Word Perfect
Wayne	Zim's Bagging Company	Existing	\$70,000.00	\$46,320.00	0	69	69	Kaizen
		TOTAL:	\$2,841,034.67	\$65,226,065.79	1366	7602	8968	

Average Cost Per Trainee

(Including: New, Expansion, Existing and Small Business Work Force Development)

	2009	1991-2009
Trainees Trained	9,523	220,934
Project Expenditures	\$1,551,412.56	\$55,919,529.43
Average Cost Per Trainee	\$162.91	\$253.11





West Virginia Development Office

State Capitol Complex
Building 6, Room 504
Charleston, West Virginia 25305

(304) 558-2234
Toll-Free: 800-982-3386
Fax: (304) 558-0449

www.wvopenforbusiness.com

WORK FORCE
West Virginia
USA

Governor's Guaranteed Work Force Program

112 California Avenue
Building 4, Room 605
Charleston, West Virginia 25305

(304) 558-7027
Fax: (304) 558-1694

www.workforcewv.org

