

WOODY'S WORLD



STANDARDIZED WORK:

A process of documented description of methods, materials, tools, and process times required to meet take time for any given job. This aids in standardizing the tasks throughout the value stream.

- 5S Best Practices

WPG UPDATES

BRYAN WOOD, PRESIDENT & CEO

I can honestly say that I have always been thankful that I live and work where I do, but never as much as I have been this past year. We have seen steady progress in 2021 towards returning to a fairly normal existence, which is not the case everywhere. There are people throughout the world, and even in parts of the U.S., whose lives are still very much impacted by the pandemic. In the first quarter we have experienced far fewer COVID-related absences than we had throughout most of 2020. Our biggest challenge so far this year has been material shortages. However, even in this area we have seen improvements -- so much so that we have been able to make substantial progress towards getting caught up with our on-time deliveries. Our weekly shipping totals have been above our 26-week average for nine of the past 10 weeks. As a result, it looks like March is going to be our second-best sales month ever and this will be the best first quarter of sales we have ever had.

I am reluctant to allow myself to get overly optimistic just yet but, if

March is going to be our **second best sales month ever** and this will be our **best first quarter of sales we have ever had**



we can avoid any crippling material shortages, we should see sales

in April (and May, quite possibly) continue to be above average. Normally the second quarter is when we are the busiest. However, the second quarter of 2020 was a disaster -- not just for us, but for most of the world. If our current momentum continues through the second quarter we should have a pretty good first half this year.

Of course we are not completely out of the woods yet with this pandemic. Some countries are shutting down parts of their economy to slow the spread until they are able to get the vaccine into more widespread circulation. This could again result in material shortages. We are also going to continue to encourage people to follow best practices for COVID prevention at least through April and maybe all of the second quarter. After that, we are optimistic that we should be able to settle into whatever the new long-term normal is going to be.



**QUALITY &
CONSISTENCY
ARE A TEAM
EFFORT**



MAY BIRTHDAYS

Sam Little	5/2
Cory Hofferber	5/8
Scott Simons	5/8
Steve Strobel	5/13
Cody Hedges	5/18
Tina Swan	5/19
Dave Daly	5/21
Ross King	5/23
Tom Debree	5/28

JUNE BIRTHDAYS

Cody Keene	6/3
Patti Fyfe	6/6
Josh McDowell	6/6
Jack Kerr	6/16
Tony Story	6/18
Sharon Krug	6/20
JD Remmick	6/23
Brett Rawson	6/25
Maeson Cotter	6/27



PREVENTATIVE ACTION

LES FISCHER, SAFETY AND TRAINING SPECIALIST

Hazard Identification

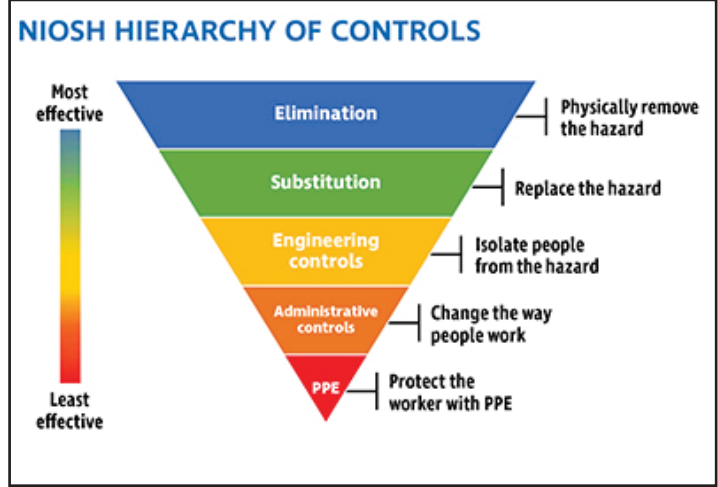
"This is where the hierarchy of control of occupational hazards and the process of improving safety and health really starts. If you're unaware of hazards, it won't cross your mind to take any *preventative action*." (THE SLICE BLOG)

HIERARCHY OF CONTROLS:

**ELIMINATE,
SUBSTITUTE,
ENGINEERING
CONTROLS,
ADMINISTRATIVE
CONTROLS, PPE**

A *near miss* prompted management to fast-track a cantilever metal racking system in machining. Engineered to offer superior stability and safety, the racking system will allow employees to maneuver cumbersome and heavy metals more easily. It will also permit unimpeded, no-touch, direct pick access to material. As defined by NIOSH, this is considered **substitutional control** because although metal storage and retrieval will be much safer with the new system, associated hazards will remain. Thanks to everyone involved for prioritizing a valued transformation in metal storage and retrieval.

Josh McDowell, Pearl Richter and Process Engineering have been restructuring key hand-cup processes in order to reduce lifting and back strain. As many of you know, some of the tubs in hand-cup can be quite heavy. To counteract the ergonomic issues



in this area, roller conveyor platforms and other adjustments have been specifically tailored to reduce, or eliminate lifting

altogether. Applying the five hierarchy of safety controls to mitigate hazards at WPG, is an integral component, resulting in continuous improvement of core processes. *(Individuals who correctly associate each example with a control measure, as defined by NIOSH, will have their name put in a drawing to select WPG apparel)* Applying high visibility tape on floor carts, create a racking system to store unused floor carts, and propping-up floor carts when empty - are examples of which hierarchy of safety controls? These simple lean, ergonomic and safety modifications can be linked to your feedback through hazard assessments and near miss reporting. So, keep up the great work everyone! (Hint: The only safety control not denoted in this article, is PPE)

Individuals who correctly associate each example with a control measure, as defined by NIOSH, will have their name put in a drawing to select WPG apparel



"When we do actually look at the research on safety system effectiveness, we begin to understand that although there are many essential elements which are applicable to safety results, it is the worker's perception of the culture that determines whether or not any single element will be effective." (Encyclopedia of Occupational Health and Safety)

ANNUAL PHOTO CONTEST

STACY LAWVER, GRAPHIC DESIGNER

The photo contest is just around the corner. For those who are new, here is a little background. Since 2010 we've held an annual photo contest for our employees. There are 3 categories and 3 winners. Each category winner collects \$50 in cash!! Additionally we take some of the best photos and add them to our WPG calendar. We have had great response in the past. We actually have customers call and write in specifically commenting on our calendar. They love that the photos are from our employees.

The deadline for submissions will be by **Wednesday, July 7**,

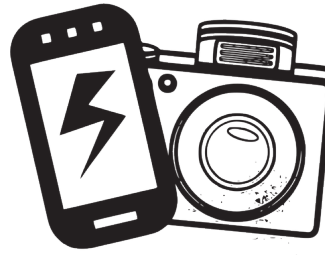
but you can **turn in your photos anytime between now and July 7.**

PHOTO CONTEST REMINDERS:

There are three categories
#1 - Landscapes
#2 - People
#3 - Animals

Each employee will be allowed to enter up to three (3) photos per category, but you can only win one time!

The deadline for photo entry is
WED., JULY 7!



Please turn photos in to Stacy in Marketing (stacyl@wpg.com). Digital photos are preferred, but not required.

No heavy photo editing allowed. Only cropping and minor lightening or darkening. Voting ballots can be picked up at reception (one form per employee). Voting will be open for 2 weeks. Photos will be posted in the downstairs breakroom.

CRL AUSTRALIA TRAINING

HOLLY ANDERSON, TRAINING COORDINATOR

Last year we had several European distributors scheduled to be onsite for training events. We were also working with others in New Zealand and Australia to host some online training sessions. But then the world stopped turning and everything was canceled.

As 2021 gets rolling it seems that everyone is either getting

back to work or reopening their home offices for business. This has allowed us to meet with CRL Australia via Zoom, to conduct a 6-session training course for members of the company's Inside Sales and Maintenance staffs and an additional sales training session for its Outside Sales and Purchasing staffs.

This was our first time offering multi-day, online training where

we broke down sales, product, repair and DC3 information. Despite a few technological issues (that were pretty easy to solve), the courses went over very well. I think we've got a good format moving forward to offer to other dealers overseas. Our preference is still to get these folks in the building, but for now this is proving to be a positive alternative.

NEW HANDBOOKS

KATIE WHITMOYER, HR MANAGER



As most of you should be aware of by now, we did issue new, revised handbooks to everyone that are effective April 1, 2021. In this update, there are quite a few updates to policy language, as well as the general order of the handbook- however, the "spirit" of most

of the policies has remained unchanged. I strongly urge you all to read through it, and (re-) familiarize yourself with the WPG Employee Handbook. As always, please don't hesitate to stop in if you have any questions on any of it.

UPCOMING EVENTS

MEMORIAL DAY

WPG Holiday
Monday, May 31

MUSTANGS BBQ & BASEBALL GAME

Saturday, June 5

4TH OF JULY

WPG Holiday
Monday, July 5

PHOTO CONTEST

Photo Entry Deadline
Wednesday, July 7

BLOOD DRIVE

WPG Event
Thursday, July 15

LABOR DAY

WPG Holiday
Monday, September 6

WOODY OPEN

Employee Golf Tournament
Saturday, September 11

BLOOD DRIVE

WPG Event
Thursday, November 18

THANKSGIVING

WPG Holiday
Thur - Fri, Nov 25-26

CHRISTMAS PARTY

Bighorn Resort
Friday, December 10

SHUTDOWN

WPG Holiday
Thur - Fri, Dec 24-Jan 2



NEW EMPLOYEES



ANDREW HAYES
Night Shift



TRISTAN STOVALL
Frame Assembly

**WE'RE
HIRING!**

- 1 Full-Time Night Molder
- 1 Full-Time Molder
- 1 Full-Time Design Engineer

MACHINE MAINTENANCE

TONY STORY, MACHINE MAINTENANCE SUPERVISOR

Well, I think we can all agree that 2020 was definitely interesting and threw many challenges at us. In March 2020, I had some serious discussions with health professionals, cleaning professionals and numerous other people to help us establish a COVID-19 Cleaning Plan. I would really like to thank everyone that put in that little bit of extra, sourcing sanitizers and disinfectants when we were not able to get the kind we had been using. Carol and Amanda were able to source out more affordable distributors for the disinfectant, Micro fiber towels and everything else that you just couldn't get because of supply issues.

Over the past year we have been increasing our molding room capacity. We added a 4-cavity press, which was purchased from E-bay and needed some electrical and hydraulic updates. We also converted two other presses into dual cavity presses -- this means each press can mold two large pads at the same time or use any combination of molds. We have plans to convert yet another press to a dual-cavity press in the near future. The old press controls were complicated and becoming obsolete, so we now have new touch screen controllers that can control every function on



OLD RCM MOLDING PRESS



NEW CONVERTED
RCM MOLDING PRESS

the press, eliminated the need for all the buttons and switches on the front of the machine. We also ordered a new Rubber Preforming machine from VMI-AZ to replace our aging and problematic preforming machine. The pandemic apparently had a play in this machine taking so long to get here, along with the Holiday season in Germany (which seemed to last 6 months) and always-new complications with certain components or transportation problems, record snowfall and cold temps. The new Shark 90 should arrive shortly after Easter. It will have a higher capacity, which will enable us to make larger preforms more accurately and slightly faster than the current method.

Hand Cup Assembly saw a few changes with rearranged metal plunger production cell and the spring cage cell rotated. We also eliminated the handle weld process -- this opened up some more area to store 8" pads closer to where they are being assembled. We also had to move quite a few machines around in the Cut-Out area to make room for the new Emmegi Satellite CNC. We also set up a new metal rack storage system with an overhead crane that will aid the operators in loading large material onto the chop saws and the Hydmech bandsaw. It will also aid Central Store employees with re-stocking heavy materials such as steel rod and tubing.

WPG NIGHT AT THE MUSTANGS!

KATIE WHITMOYER, HR MANAGER

Good News! The 2021 WPG Night at the Mustangs Game is officially scheduled!

Mark your calendars for Saturday, June 5 at 6:35pm to come watch the Billings Mustangs take on the Great Falls Voyagers at Dehler Park. Typically in the past, gates have opened about an hour before game time. If you haven't

been a part of this event before, WPG provides your admission (as well as your family's), and dinner before the game (typically hamburgers/hot dogs type meal).

Watch your huddle boards for when the sign-up sheet goes out so you can be sure to RSVP for this fun night!



Congratulation to
Aspen Ryder

Aspen is graduating from
MSU-Billings with a
Bachelor of Science in Business
Administration Accounting Option

Aspen is the daughter
of Gordon Ryder and Betty Ronan



Congratulations to
**Alexandria
Acopiado Becker**

Alexandria is graduating from
Montana State University - Billings
with a Bachelor of Science in English
Magna Cum Laude honors.

Alexandria is the daughter of
Tom and Mila Becker



Congratulation to
Sierra Branstetter

Sierra is graduating from
Laurel High School. She plans to
attend Carroll College in Helena,
where she will play soccer for
The Saints and major in Engineering

Sierra is the daughter of
Jason and Kierston Branstetter



If you forgot to submit
your graduate, please
submit his or her
information to Stacy
by Friday, May 29 to be
included in the June/July
newsletter.

Remember we love to hear
about any exciting events
or achievement in your life
including weddings, babies,
marathons and more!



Be sure to **notify
HR** to update
information in any
of the following
circumstances:

- ✓ **Marriages**
- ✓ **Divorce**
- ✓ **Births**
- ✓ **Deaths**
- ✓ **Address
Changes**
- ✓ **Phone
Number
Changes**

This information is
necessary to keep
benefits up-to-date,
among other things.



WELLVIA

WellVia
telemedicine
available through
EBMS, available
to all on our
healthcare plan

- Available now.
- WellVia is as simple as this – make a phone call.
- All members can always just call the Patient Care Center with no account activation beforehand.
- The Patient Care Center can be reached using either of two telephone numbers:

(855) 935-5842
(877) 872-0370



Congratulation to
**Davlin
Schwarm-Simpson**

Davlin is graduating from
Billings Senior High.

He plans to attend
MSU-Billings for Welding.

Davlin is the son of Holly Schwarm



Congratulation to
Maeson Taylor Cotter

Maeson is graduating from
Laurel High School.

She plans to attend Montana Tech
and pursue a degree in nursing.

Maeson is the daughter of
Ray and Lori Cotter



Congratulation to
Kenzie Lynn Serfazo

Kenzie is graduating from
Park City High School.

She plans to keep working at WPG.
Kenzie loves the people she works
with and looks forward to being
part of our team full-time.

Kenzie is the daughter of
Tanya Lawver and
Kullen Serfazo