

# Elsner Communication Newsletter

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# ELSNER™

— PURPOSE BUILT PRECISION —



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## Safety Talk

### Powered Forklift Safety

According to the U.S. Bureau of Labor Statistics, 614 workers lost their lives in forklift related incidents and more than 7,000 nonfatal injuries, all of which included days away from work, occurred every year from 2011-2017.

These accidents can and should be avoided if operators and pedestrians use some common sense and follow safe operating procedures. Be sure to follow the tips below to ensure ELSNER maintains proper forklift safety.



### Tips for Forklift Drivers

- Wear a seatbelt.
- Make sure loads are stable and kept as low as possible when operating.
- Keep the path in sight.
- Avoid speeding, especially when crossing a blind spot.
- Sound horn at corners and when backing up.
- Watch for obstructions, including those overhead.
- Keep unattended forklifts powered off with the forks on the floor.
- Only authorized users are permitted to operate a forklift.

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### Tips for Pedestrians

Avoid walking next to forklifts. Use dedicated pedestrian walkways.

Alert the driver and make eye contact when nearby.

Never pass under an elevated load.

Be aware forklifts often cannot stop suddenly. They are designed to stop slowly to minimize load damage and maintain stability.

## Quality Talk

*Joe Despines*

I have been working my way through the machine shop checking O.D. mics, depth mics, and calipers. If I have not touched base with you yet, I will be getting with you shortly. As soon as I get through the machine shop, I will be heading over to the assembly floor. I.D. mics will be up next.

As a result of a few machinist's recommendations, the company has purchased four I.D. mics from .375" to 1.0." They will be available shortly and located in the MSC cabinets with the other measurement equipment.

I have been working on gathering data on everything that comes through inspection. The numbers will be posted on the fence outside the inspection shop.

Through my unique opportunities to travel throughout the country and around the world as a Service Technician for ELSNER for the past 20 years, I have seen our machines running production next to our competitor's equipment. Our designs and

craftmanship stand above the rest. Our customers know and acknowledge that. We have a history and a reputation of being the 'Cadillac of the industry,' and we are – I have seen it.

When you look around the shop, it is no wonder why. It is our employees who exceed our customer expectations. Of course, we all encounter challenges from time to time as we work to continuously improve our standards. Greatness can be and is achieved but can sometimes be difficult to maintain. With extra effort, integrity, and impeccable quality, ELSNER will continue to move forward and surpass the 'greatness' we've already accomplished.

## MACHINE SHOP News

*Derek Roth*

### Employee Updates:

- Mike Vanzanardi started May 4. He is training at the V-Tec and will be cross-trained at the Boring Mills.
- Mark D'Arrigo started May 18. He will be trained on day shift at the Daewoo Mills and will later transition to second shift.
- James Wheeler agreed to go to second shift when it starts. He will help at the Clousing Mills, Bench, Gear Cutting and Grinding areas.

### Shop:

- 63500 SRD: The machine is progressing well. We will still have ECNs coming through the shop. These need to be first priority.
- The first of the G3s, job 81000 stock, has started and is progressing well.
- Job 82000 started Wednesday, May 20.
- Thank you everyone for getting the parts ready for 81000 and 82000 for their assembly start dates. We have a very aggressive schedule ahead, but I know we can make it happen!

### Traveler/Print Issues:

- Remember to close all jobs in MES as you complete them.
- Double check all quantities on the traveler. Make sure it matches what you have. If not, please ask why!

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- Check the sequence before your sequence is completed.
- Keep the traveler and print together. Please staple or clip back together if needed.

#### **Other Reminders:**

- Please do not go to the front office for money exchanges.
- If you have a trash can that is in from the main aisle, please move it to the aisle at the end of day.
- Remember to always wear your mask when walking through the building. It is okay not to wear your mask while at your work center unless you are working with someone else.

#### **Machines:**

- Boring Mill #27 is still down for repairs. We now have the bearings and ball screw but are having trouble scheduling a technician. Skip is looking into this and will schedule someone as soon as possible.

#### **Building Maintenance:**

- The 10-ton crane was having problems. Reliance came in on Monday, May 18 to repair.

## **ASSEMBLY News**

*Ed Kline*

#### **Assembly Floor Changes:**

- The MPR-42 and two other used MPR-30s have been moved and set up for production at the Tech Center to continue producing wipes for customers during the pandemic.
- The FAT for the first set of APB and EMF machines for SINOCEM will occur next week. We are on schedule to ship June 11.
- We continue to support the ISI machine #1 debugging process.
- We will be starting assembly again on the second ISI machine in the coming weeks as resources free up.
- We continue to work on the second machine builds of the APB and EMFs. We have moved all but one section into place for machines. We will continue to set up and wire the machines in preparation for the guarding.

- We are waiting for parts to complete the ENR-1000 machine that was rebuilt but never put in service.
- We are about 60% complete with the assembly of the first of many ENR-G3 machines.

#### **Shipments:**

- We have packed and shipped the Xpander machine from the Tech Center. We will ship the three UTECO Folding Plows this month.

## **ALL SHOP News**

*Charlie Slayton*

#### **General Practice Changes:**

- The structure of the jobs in Epicor is being changed – this will allow the following:
  - Purchase requisitions to be automated
  - Purchase suggestions to be accurately generated
  - Scheduling to be automated (mostly)
  - Job planning and printing to be automated
- The Stock room will house ONLY parts for customer machines. The jobs released for the build schedule will no longer pass through the stock room.
- We are hiring machinists and assemblers to help with our future workload as we grow – please welcome them and help them when asked.

## **SALES News**

*Jay Roth*

#### **Machine Sales:**

- ENR sales continue to roll in at a record pace. We now have 23 sold ENRs in process and our backlog extends well into 2021.
- In addition, we have sold the used AFR-24 that is currently at the Tech Center and an MPR-42 to a new customer in Connecticut.

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### **ELSNER Technical Center:**

- Sales is leveraging ETC work to get a foot in the door, and this has become a valuable tool that has led to a few machine sales.
- We have also leveraged machine sales to provide backup equipment at the ETC. REBEL shipped us an older MPR-30 as part of one of their machine orders. National Towelette has shipped us an MPR-30 and a V-4 in exchange for converting work.
- ETC sales have doubled our projection for the year already and work continues to come in. We will soon be running five Elsnor Rewinders at the ETC for three shifts per day.
- Another success of the Elsnor Tech Center is with the canisters of WHOOSH! wipes we have been producing there. One big reason that the ETC was established is to help new brands get to market. Established converters have a difficult time justifying short runs and products that need some hand holding to get started. WHOOSH! came to us sometime back with a low volume inquiry. We have now completed several runs for them, each increasing in quantity. The last order was for 25,000 canisters. For a few reasons, their needs have outgrown the ETC and we were able to partner them with National Towelette. It was rewarding all around (National has three G3s on order) and proves to our customer base that we are here to help and not compete with the large volume producers.

### **Other Sales:**

- You may have seen a machine in the front corner of the expansion area. ELSNER has partnered with a local packaging company (who mainly deals with beans and other produce) on finalizing their design of a bagging machine. The original company (R&B Packaging) will sell the machine to their produce customers and ELSNER will add roll feed and liquid fill stations to produce re-fill bags of wipes for our customers. This partnership evolved from some machine shop work by our Contract Machining team and helping R&B with some machining, drawings, and other assistance and will be a nice addition to our offerings. There is a reported shortage of canisters of all sorts in the market today and it will be great to offer an alternative

that keeps rolled wipes viable in another format.

### **Overall:**

- There is still a lot of interest and potential in the wipes market. We still expect significant action around the filtration machine when we can open the doors again.
- The outlook from sales is very positive and we consider ourselves very fortunate to be in this position as others are forced to stay home and wait out the COVID-19 situation.
- We have now exceeded our target for the year in both machine sales (new orders booked) and ETC sales. We have no plans to take our foot off the gas now and hope to continue to fill 2021 to capacity.

## **A Message from the President/CEO**

*Bert Elsnor II*

I would like to congratulate all of you for the new orders we have received over the past couple of months. Each of your willingness and dedication to do what is necessary to get these very important machines out is vital in our effort to help fight the COVID-19 virus and keep millions of people safe. Please continue to keep yourselves and your families safe and healthy.

As we also continue to advance our strategies in filtration and medical, we are doing our best to uphold deadlines and keep commitments to our longer-term customers. To achieve these goals, we will continue to increase our employee headcount. Keep in mind our referral bonus program if you know anyone that might be a fit for our second shift machinist positions and more!

**MAY 2020**  
*Employment*  
**ANNIVERSARIES**



**JAY ROTH**  
**25 YEARS**

**TIM KAEHLER**  
**5 YEARS**

**SCOTT CHAPPELL**  
**3 YEARS**

**SIERRA CLABAUGH**  
**3 YEARS**

**JOSH EVANS**  
**3 YEARS**

**GREG KING**  
**2 YEARS**

**THANK YOU FOR YOUR CONTINUED  
SUPPORT TO ELSNER!**

## HR Corner

*Lynneah Smith*

### Employee Updates:

- Gus Roth, ETC Packer, started 4/22/2020
- Michael Vanzanardi, CNC Mill Machinist, started 5/4/2020
- Tyler Enterline, Electrical Designer, started 5/4/2020
- Bryce Roth, ETC Packer, started 5/11/2020
- Nikolas Lukic, Engineering Intern, started 5/18/2020
- Mark D'Arrigo, CNC Mill Machinist (2<sup>nd</sup> shift), started 5/18/2020
- Darin Boling, Service Technician, started 5/18/2020

### Recruiting Updates:

#### DAY SHIFT:

- Senior Process Controls Engineer (1)
- Assemblers (6)

#### EVENING SHIFT (3:30PM – 12:00AM)

- CNC Mill Machinist (2)
- Horizontal Boring Mill Machinist (1)
- Manual Mill Machinist (2)

### Attendance Policy:

We have modified our attendance policy to align with current practices more closely. Going forward, please follow the guidelines below if you are not already:

- If you are not able to report to work, notify your supervisor 30 minutes before your start time by submitting a time off request. If your immediate supervisor is not available or the request is not approved before your start time, you must confirm the submitted request and notify another supervisor or manager.
- If leaving a voicemail or sending a text is approved by your supervisor, you are required to confirm they have received it prior to the start of your shift.
- The policies above apply for tardiness too.
- For the complete updated policy, please contact Lynneah or your supervisor. It will also be posted in future handbook updates.



## Tools for Reducing Anxiety

*An article published February 10, 2020 by Marygrace Lomboy, MSN, CRNP, ACHPN, CWCN with Lancaster General Health*

Just about everyone feels a certain amount of anxiety throughout their day. Some find it manageable while others may find it debilitating. Anxiety can hijack your thoughts, causing you to ruminate about something that is out of your control, fixate on the past, or worry about something that may happen in the future.

Anxiety can show up in your body in the form of a racing heart, shortness of breath, chest tightness, neck pain and tension, sweaty palms, or difficulty focusing on the task at hand. It can also lead to sleepless nights, affecting your ability to show up and engage in everyday life.

While it may feel like you have no control over anxiety, there are actually simple tools that all of us can use to help minimize or even prevent the stress reaction in our bodies. **The key is to bring your mind back to the present moment.** Below are three mindfulness exercises you can try that I teach as part of the 8-week Mindfulness-Based Stress Reduction program at LG Health.

**FOCUS ON YOUR BREATH:** When you experience anxiety, you may notice yourself breathing faster or even holding your breath. In mindfulness training, we use the breath as our home base—a place to come back to when we start to notice the physical sensations of stress in the body. Simply paying attention to your breath as it enters and leaves your body and noticing where you feel the breath most (rising and falling of the chest or abdomen) can help bring you back to the present moment. Start by taking three slow breaths, breathing in for a count of four, and exhaling for a count of eight. Extending the exhale can help to relax the nervous system.

**USE YOUR SENSES:** Paying attention to simple physical sensations can help bring you back to the present moment. Try the following exercise when you feel stress begin to sweep through your body.

### **STOP and NOTICE:**

- **5 things you can SEE**—What do you see around you? What can you see in your mind with your eyes closed?
- **4 things you can TOUCH**—Try touching your arms, legs or things that surround you. Pay attention to how your feet touch the ground and how your back or legs are touching the chair you're sitting on.
- **3 things you can HEAR**—If you're outside, listen to sounds in nature or maybe an airplane flying overhead. If you're inside, notice other voices in the room, music playing or the heater running.
- **2 things you can SMELL**—Notice if there is a particular scent in the air. Scratch your nails on an orange to release the scent. Use essential oils (lavender is often calming).
- **1 thing you can TASTE**—Find something you can eat or chew a piece of gum. Pay attention to the taste of a mint or hard candy.

### **ENGAGE IN ACTIVITY THAT REQUIRES FOCUS:**

- Color in a coloring book, noticing the colors of the crayons or markers and the patterns in the book.
- Play a musical instrument.
- Take a mindful walk, feeling the sensation of your feet on the ground with each step.
- Bake something; this takes a lot of focus since the measurements must be exact.
- Go out in nature and pay attention to wildlife, plants, and outdoor sounds.
- Knit, cross-stitch or crochet.
- Choose another activity you enjoy that requires focus.

We all have the tools to reduce anxiety. No matter which mindful activity you choose, try to approach it with a sense of openness and curiosity.

## **THIS MONTH IN THE QUESTION BOX**

There were no questions/suggestions this month.

**Questions regarding the information in this newsletter?**

**Contact Lynneah for assistance.**

