

SPECPRO GROUP

SPOTLIGHT

September 2013



FRAUD THWARTED
BY TEKPRO EMPLOYEE

TEKPRO NWPC TEAM

TAKE A BREAK FOR TEAM PHOTO

BTS & TEKPRO
CELEBRATE WINS!

Cover photo submitted by Laura Elibri

Snapshots



John Schouten, Badger Army Ammunition Plant
Presents Unexploded Ordnance Training at SpecPro Group Headquarters



SpecPro Group Executives
Steve Alexander, Regina Monroe, John Reeder and Rick Coleman



Washington, D.C., Program Management Team
Laura Elibri, Will Williams and Renard Payne

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Thank You!

It's great to spread the word about the amazing work taking place in the SpecPro Group! Thank you for your articles and photos! Please send items for the next issue to:

felicia.eckert@specpro-inc.com

I look forward to hearing from you!

Felicia Eckert
Graphic Artist, Editor-in-Chief
SpecPro Group Spotlight

Cover Photo: Starting in the back row, left to right: Mike Urbanski, Elias Abdi, Scott Jackson, Jackie Holmes. Next row: Meagan Heyano, Andre Winters, David Nguyen, Jackie Johnson and Debbie Fowler. Next row (staggered): Jantsen Beasley, Stephanie Dougherty, Kris Mena, Ayo Akingbade, Stephanie Turk and Will Williams. Front row: Makeda Berry, Lindsey Dean, Nena Smith, Laura Elibri, Mia Wise and Franchesca Wilder.

From the Desk of the President...



The past two months have been bittersweet for many of us here at the SpecPro Group. Since the last publication of this newsletter, BTS has seen the retirement of two of our greatest business champions: Rick Coleman, former BTS general manager, and Frank Anstett, senior program manager at the Badger Army Ammunition Plant in Baraboo, WI. Both men were part of our Group from its formative years, and both of them left their indelible marks which will remain with us for many years.

I worked side-by-side with Rick for 10 years as we both grew into our roles as leaders for what would eventually become the SpecPro Group of companies. Rick worked his way up through the ranks to become general manager of BTS, a company which has generated more than \$92 million in revenue since its inception in 2008. You can learn more about Rick, his outstanding service to our Group, and his recent retirement on page 8 of this newsletter.

Frank is a remarkable gentleman with a remarkable history. He became an integral part of the Badger plant in 1966 and has led our efforts there since SpecPro took over the job in 2004. Besides being a savvy manager and an extremely knowledgeable technician, Frank was tireless in his efforts to expand our footprint at Badger. Over time, Baraboo became the site of one of our largest contracts ever, valued at well over \$200 million. His dedication employed many fine people, established a lasting legacy of SpecPro Group excellence with our valued customer, and drove our business to new heights. On top of it all, Frank is a very admirable person. It has been my distinct pleasure to work with him all these years, and his retirement leaves a unique void in our SpecPro Group family.

With this major shift in personnel, I have assumed the role of general manager for BTS. It is my honor to continue where Rick left off, and I look forward to more great success stories like those we came to expect from Rick and Frank. We wish them and their families the very best in their retirement years.

In closing, I would like to remind everyone about our “Talk to Us” communication tool. Remember: you can only be identified when you submit a comment if you choose to include your name. I read each and every submission, and I want to encourage your participation – your feedback is my first stop when considering ways to improve our workplace. With your help, we will keep the SpecPro Group an outstanding organization, building on the legacy of people like Rick and Frank, who we will deeply miss.

Thank you,
John S. Reeder
President and CEO,
The SpecPro Group

Shareholder Update

One door closes, another opens



Ruthann Angasan came to The SpecPro Group in 2008 and has served BBNC and SpecPro in an exceptional manner.

As Shareholder Coordinator, Ruthann worked diligently to promote BBNC Shareholder Internship and Employment Programs. Her tireless dedication led to an impressive 18 Shareholder hires to date! For her devotion to Shareholders and her contributions to SpecPro, John Reeder, President and CEO, presented Ruthann with a plaque and the Group's very first Gold Standard Award on July 19, 2013. We are grateful for her years of service and wish her well as another door opens and her future begins as a small business owner. ■



Tiffani Pearson joined TekPro in April as a Help Desk Specialist at the Chicago National Processing Center. In addition to her regular responsibilities, she manages email boxes and stakeholder correspondence. ■



Kelsey Callan joined BTS San Antonio Corporate Office in June as a Junior Business Analyst. She is responsible for research analysis, writing proposals and other *ad hoc* requests. Kelsey traces her heritage back to Iliamna, Alaska. ■



April Hostetter joined TekPro in August as an Administrative Clerk at the Chicago National Processing Center. She supports a Labor Certification Job Registry project for the customer's National Office, scanning, and uploading labor certification records for the H-2A and H-2B temporary foreign labor programs. ■

Congratulations On promotions!



Alexa Moore

Promoted from Data Entry Clerk to Help Desk Specialist.



David Eli Jones

Promoted from Help Desk Specialist to Case Processing Analyst.

Chris' Corner

Let your voice be heard – Talk to Us!



The SpecPro Group believes that supervisors and employees should openly communicate regarding job performance, work environment, ethics, suggestions and concerns. Effective communication encompasses the exchange of ideas where information is clear and accurate. We want our employees to know they have been heard and that their opinions are valued. Our goal is to ensure all communication is timely, relevant, concise and interactive. If employees do not use the chain of command within the company, we cannot ensure this process is working and that open communication is flowing.

As a reminder, we have the “Talk to Us” program as another way to voice your suggestions, concerns and issues on any subject. This program can be anonymous or credited (your choice). The “Talk to Us” link can be found on the home page of all SpecPro Group websites. At the corporate office, there are manual paper forms located on the 6th floor reception area, copy room and break room. ■



SpecPro Group Hosts Externs two years in a row

In the month of July, the SpecPro Group hosted externs Erika Schneider and Richard Bierer – both teachers and participants of Alaska Process Industry Careers Consortium (APICC). APICC is a program that integrates best practices in the workplace and real world experience for Alaskan youth. Educators are able to get “hands-on” experience and gain a better understanding of the academic and technical skills needed for various career paths. During their time at the San Antonio office, Richard and Erika were able to work side-by-side with executives, operations managers, program managers, engineers, environmental technicians, geologists, administrative assistants, accountants, business development managers and others.

When they return to Alaska, Erika and Richard will share their experience to help enlighten their students on the different career opportunities available and the training needed to reach these goals. We commend Erika and Richard for their commitment to inspiring students to succeed. ■



Brown Bag Conversations

If you are looking to take a break from your regular lunch routine, learn something new and enjoy the camaraderie of coworkers, Brown Bag Conversations are something you don't want to miss!



The corporate office lunchtime seminars began in mid-June and occur once or twice a month and last an hour to an hour and a half. It is an informal setting where a guest speaker shares information on a specific topic while you eat your “brown bag” lunch. (Sometimes lunch is even provided for you!) After the presentation, there are a few minutes for questions and discussion. So far the topics ranged from tips on personal development, insight from a decorated USAF Vietnam Prisoner of War and financial planning advice.

Brown Bag Conversations – are a “win-win” situation – save time, money, calories *and* learn something new! If you have suggestions for future Brown Bag Conversations, or know someone you would like to invite to speak, please contact Laurie Grams or Steve Veale. ■

Gold Standard Award Presented for exemplary performance

The SpecPro Group initiated a new quarterly award program for employees called the Gold Standard Award. Employees were notified of the program in June 2013 and the first round of awards was presented in July 2013. Nominees were submitted by their managers and adjudicated by the SpecPro Group Executive Panel in a rigorous evaluation process which assessed each nominee's specific accomplishments and achievements. Each awardee received a gold bar engraved with their name and date of presentation along with a monetary award. Each awardee was also commemorated on an engraved plaque which hangs in the entrance way of the SpecPro Group Corporate Office in San Antonio, Texas.

One of the awardees was Jesus Leon, a TekPro employee in the Office of Foreign Labor Certification (OFLC) contract within the U.S. Department of Labor. Jesus helped uncover the most significant case of fraud ever found in the history of the OFLC Program. During a random pull of audits for fiscal year 2011, the OFLC

Jesus Leon helped uncover the most significant case of fraud ever found in the history of the OFLC program.

Chicago National Processing Center (CNPC) uncovered suspicious documentation provided by an agent that represented more than 200 individual employers throughout the year. Jesus in his role supporting the OFLC Program Audit Team, flagged suspicious documentation in November 2012 for what appeared to be fraudulent receipts submitted by an agent for newspaper advertisements in which the employers claimed to have advertised. The agent was one of the top representatives in the H-2A Program, a temporary agricultural workers program for non-immigrant foreign workers, and represent approximately 5% of all H-2A filers. In January 2013, Jesus took the initiative to research newspapers and determine whether or not employers truly placed the

advertisements as required by OFLC Program regulations. After confirming the employers had not done so, he prepared a detailed report of his findings to the CNPC Audits Certifying Officer. He assisted the Certifying Officer in successfully arguing that the National Office pursue debarment of both the employers and the agent.

Jesus was presented his award by TekPro General Manager Regina Monroe, DOL/OFLC Program Director Will Williams, and Chicago National Processing Center Project Manager Dan Mitchell on July 31, 2013. ■



Presentation of Gold Standard Award to Jesus Leon by Regina Monroe and Dan Mitchell

Team Work Produces a win for BTS!

On September 18, BTS received notification of award from the U.S. Environmental Protection Agency (EPA) for a prime, competitive contract. This effort will see BTS providing Toxicological and Ecological Research Support (TERS) services to the EPA's Mid-continent Ecology Division (MED) in Duluth, MN. The contract is valued at \$8.5 million over five years.

"This is a big win that underscores the value of us constantly reviewing and evaluation our business development strategies," said John Reeder, president and CEO of the SpecPro Group. "It also emphasizes the importance of us all maintaining a positive outlook – times have been hard, but I believe the tide is turning."

John also expressed his congratulations to Dr. Steve Alexander, general manager of SAM, who headed the business development efforts that garnered the award. "This was a great team effort," Dr. Alexander said. "A big thank you to everyone who supported the effort: Rick Coleman, Stu Goehring, Steve Veale, Jeremy Ryan, Henry Thornton and his team at Vicksburg, as well as the proposal development staff in San Antonio." ■



Nice Win for TekPro!

TekPro Services is proud to announce our recent \$17M,



five-year award of the U.S. Department of Justice Support Services Contract. This contract encompasses all divisions within the Department of Justice, where the SpecPro Group has successfully retained and expanded its Drug Enforcement Administration work since 2008. The new contract requires a wide range of Professional Technical, Logistics and Database Management Support Services to include software support, financial management, accounting, contracting and data center administration. This support will also include services to support daily business operations in an office environment. ■

BAAAP Phases 5 & 6 Final construction cover project

BTS is under contract to construct an eight-acre landfill cover system, providing final closure to the active demolition debris and impacted soil disposal facility at the Badger Army Ammunition Plant. This is the final installment of a three-phase closure project that BTS began in 2011. BTS served as the general contractor and engineer of record while self-performing the majority of the work, including all the heavy civil construction components. BTS administered and managed specialty subcontracts for the purposes of geomembrane liner, geotextile fabric and high-density polyethylene pipe installation, survey documentation and geotechnical testing. This work was part of a project valued at \$2.2 million.

The project consisted of installing a passive landfill gas management system including placing approximately 13,000 cubic yard of sand, 10,000 sq. ft. of geotextile, 400 ft. of perforated pipe and 150 cubic yards of washed stone. Approximately 26,000 cubic yards of clay were excavated from an on-site source, hauled, placed, conditioned and tested to construct the barrier component of the final cover system. A portion of the final cover system required approximately 175,000 sq. ft. of liner low-density polyethylene membrane to complete the barrier layer. To manage infiltrated surface water, approximately 13,000 cubic yards of sand were placed upon the clay/membrane and covered with approximately 350,000 sq. ft. of geotextile fabric. Infiltrated surface water was directed to a perimeter toe drain which consists of approximately 660 ft. of perforated pipe, 11,000 sq. ft. of geotextile and 200 cubic yards of washed stone. To protect the clay from desiccating due to freeze/thaw and wetting/drying cycles, an additional 27,000 cubic yards of general fill material and topsoil were placed above the geotextile fabric. All areas of disturbance were revegetated. The final cover system will reduce the amount of precipitation that will infiltrate into the waste reducing the amount of money spent on leachate treatment. The final cover also reduces dermal contact and respiratory concerns related to landfill disposal activities. ■



Clay barrier being placed over gas venting layers

Seamless Workflow Across 3 Time Zones BTS KC-46A Program

A team consisting of 26 engineers, CATIA 5 CAD System experts, and technical writers from BTS, MacAulay-Brown, Inc, SSI, and consultants were assembled by Matt Warner, program manager, for the Critical Design Review (CDR) Product Support for the U.S. Air Forces' new KC-46A aerial refueling and strategic transport aircraft. The personnel were geographically separated by three time zones but worked flawlessly as a team to achieve the goal and meet the customer's needs. In all, the team reviewed:

- Over 80 system and software requirements specifications, software test plans and software test descriptions
- Over 600 Failure Mode Effects and Criticality Analysis files

- Over 800 Stage Test Plans

The base contract was completed on August 12, 2013. Next, seven individual reports were written in the areas of system integration, hazard assessment, avionics integration, analysis of computer software configuration items, analysis of hardware configuration items, evaluation of 100 structural drawings, and analysis of Stage 3 Test Plans. The reviews were conducted in direct support of the KC-46A Program Critical Design Review that was conducted July 8 - 11. Feedback from the KC-46A Program office has been very positive. An Option 1 was exercised through June 2014 to analyze Stage 4 Test Plans. ■



Success Streamlining Processes Saves thousands for AFUO

Due to sequestration and budget cuts, there has been a need for new methods and approval processes. In support of this need, BTS and the Air Force Uniform Office brainstormed ways to improve the Configuration Control Board (CCB) process. Configuration control focuses on ensuring changes are properly authorized, coordinated and documented. The first item to be evaluated under this new process was the Men's Service Dress Coat and it was a complete success. The process review was completed in just a few days over the three month projected target. In the past, it took up to eight months to make changes to important documentation and patterns. This new process saved time and money.

The second "improved" process the BTS team was able to implement involved a Massif Safe-to-Fly certification. Traditionally there have been numerous reviews and face-to-face visits with users to certify an item. The new process involved asking military units at PACAF to wear the cold weather gear. Testing the gear on-site proved to be very successful and we received a good response rate on surveys. Instead of just checking off marks in a column, they provided valuable feedback. With the information gained from the surveys and knowledge acquired through testing the equipment, a safe-to-fly is being generated for approval. The new method saved thousands of dollars and time in travel costs with little impact to the quality of the review. ■

BTS Employees Perform health inspections

BTS Industrial Hygienist Martin Kufus (Non-certified) and BTS Industrial Hygienist Alex Jackson (Non-certified), performed occupational and health and safety (OSH) inspections of U.S. Immigration and Customs Enforcement (ICE) detention, administrative, and training facilities in California, Arizona, Texas, Georgia and Florida under contract with Federal Occupational Health. The BTS personnel were escorted by ICE officers when the inspections took them into detainees' housing areas. The detention center in Port Isabel, TX, which can hold up to 1,200 illegal aliens awaiting to be deported, was the largest facility inspected. ■



Martin Kufus outside an ICE Detention Facility.

Kudos to TekPro

For a job well done!

Jean French received compliments for her quick turn around of wireless invoices. Her efforts helped greatly expedite tasks for reconciling payments later in the month.

– Program Analyst
Bureau of Labor Statistics

I just wanted to take time to thank both Janaka Clark and Michael Wesley for their excellent customer service today. With very short notice, they were able to support the BLS HR audit in setting up a meeting. I have always received such great service from them.

– Policy Branch
Bureau of Labor Statistics

Jennifer Wong and Janka Clark - thank you very much for your extraordinary support and customer service during the Policy Roundtable at the BLC Conference Center. Attendees of the Roundtable included multiple high-level officials, as well as multiple individuals with disabilities ranging from physical to vision and hearing disabilities. BLS staff were responsive to our needs prior to the meeting and ensured that necessary technology was available. Jennifer and Janka were attentive throughout the day to make sure everything went smoothly. We could not be more pleased with the overall experience. Thank you very much for helping to make our meeting so successful.

– Office of Disability Employment Policy
Department of Labor

“If your actions inspire others to dream more, learn more, do more and become more, you are a leader.”

– John Quincy Adams

Go to the Head of the Class!

Management and leadership training employees graduate

After 10 weeks of Master Class Management and Leadership Training, employees from Atlanta National Processing Center (ANPC), Chicago National Processing Center (CNPC) and Washington D.C. National Wage Processing Center received certificates of completion. All individuals not only possess the interest and desire to succeed in management, but to be truly great managers and strong leaders in the company. We congratulate them for their success and look forward to hearing about the achievements of the teams they lead. ■

•ANPC•



L-R (front row): Tia Lance (Program Manager) Lisa Forniss, Denise Coopchiak, Ashanquia Weems and Jennifer Gunter
L-R (back row): Wayne Hergert, Tommy Miller, Bill Smith, Justin Baker, Kenyon McWilliams and Paul Arnold

•CNPC•



L-R: Alvaro Garcia, Tiffany Vasquez, James Lambert, Dan Mitchell (Program Manager), Marisa Sevilla, Linda Kesselman, Yevgenia Kramnik and Alicia Thomas

•NWPC•



L-R: Kris Mena, Jantsen Beasley, Laura Elibri (Program Manager) and Mike Urbanski

Attention All Managers!!
Submissions for the Gold Standard Award are due October 5. The nomination form is found on your company's website.



New Employees San Antonio Office



Jenna Schwartz
Market Analyst

Jenna graduated from The University of Texas at San Antonio in December 2012 with a Bachelor of Arts in Public Relations and Social Interaction. She interned at a new company and helped them win the 2013 San Antonio Current Small Business Start Up Award. Before joining the SpecPro Group in May, she worked as a Marketing Coordinator creating marketing materials and social media platforms.



Mitchell Eubanks
Proposal Developer

Mitchell comes from Augusta, GA, where he graduated from the University of Georgia in 2008 with a BA in International Affairs. He currently holds an AM.APMP Proposal Management accreditation in addition to certifications in Technical Procedure Writing and HIPAA Security (CHSE). He worked in the Information Security and Assurance field, where he composed numerous bids for a wide range of federal agencies, state/local entities, and commercial clients.



Karen Sanchez
Administrative Assistant

Karen comes to the SpecPro Group after re-locating in 2011 from Comfort, a small town in the Texas Hill Country. She moved to San Antonio to become a full-time student at Northwest Vista College and is taking courses towards a degree in Business Administration. In Spring 2014, Karen will transfer to the University of Texas at San Antonio to complete her credits and receive a Bachelor's degree in Business Administration.

New Employees from March - August 2013

Shardai Adams
Jamila Ahmed
Ayobola Akingbade
Curlis Alexander
Samantha Barnum
Cachea Barringer
John Bennett
Makeda Berry
James Billingslea
Lucas Breno
Kelsey Callan*
Joseph DeArmitt
Steven England
Jose Echiberi
Mitchell Eubanks
Paula Everett
Stephanie Dougherty
Sean Faircloth

Crystal Harris
Tessa Hermeling
April Hostetter*
Cynthia Jones
Tiffany Kay
Jeffrey Keisler
Maniya Langham
Peter Laughren
Mary Malone
Tamakia McCullough
David Nguyen
Chidima Okorie
Andrea Pardue
David Paredes
Tiffani Pearson*
Michael Puleo
LeShondra Ratcliff
Jenna Schwartz

Darlene Smith-Judd
Karen Sanchez
William Satcher
Robert Shaffar
Tonyia Skinner
Tara Smith
LaKisha Stokes
Pamela Stone
Wanda Vann
Edgar Velaquez
Apollos Ward
Daryer Washington
Demetrius Williams
Andre Winters
Shakeyla Mia Wise
Juana Zamora

*Shareholders

A Farewell Celebration BTS General Manager

On July 31, 2013 after 10 years of service, Rick Coleman said goodbye at a farewell luncheon in his honor. Rick came to SpecPro in 2003 after a 22-year career as a USAF officer dedicated to the development, test and acquisition of advanced technology systems. He was a specially trained and licensed flight test engineer skilled at planning and executing test and evaluation of complex technical system, as well as managing large-scale technical projects.

At SpecPro, he became senior program manager (September 2003) for the Life Support sector. His talents and experience as an operational manager led to his promotion to director of human systems (April 2005). Rick also assumed duties as lead for the environmental

section. Then came the big day when BTS received approval to begin functioning, received 8(a) status, and Rick was promoted to general manager (September 2008).

He has served SpecPro and BBNC in an outstanding manner – directing a host of individual contracts including our largest at Badger Army Ammunition Plant and the Federal Occupational Health Agency (which he developed and won)!

In his retirement, Rick looks forward to traveling with his wife, Patty, and devoting time to his hobbies – woodworking and photography. We wish him the best and are grateful for his years of service. ■

