

TRAINING CENTER BULLETIN

Issue No. 58, April 14, 2016



The VTTC has adopted the training competencies developed by the Transportation Curriculum Coordination Council (TC3), a committee of AASHTO.

- Level I Entry / Awareness
- Level II Intermediate / Qualified
- Level III Advanced / Competent
- Level IV - Project Management (Administrator, Superintendent)

LOCATION: 1716 US Route 302 Berlin, VT 05633-5002 (802) 828-3768

To register, visit the VTTC website at:
http://vtransoperations.vermont.gov/training_center Click on "Class Registration Form", enter your information including your supervisor / manager authorization signature and follow the instructions at the bottom of the form.

VTrans Training Center Bulletin

Health & Safety

Construction Safety Awareness (CSA 55)

The focus of this training is to promote a safe and healthy workplace to all new employees. This course also provides employees an awareness level of job-related safety issues in compliance with OSHA regulations for various safety training. Subjects cover the "OSHA Four" hazards of fall protection, electrical safety, struck by and caught between (FESC).

Course Dates: April 26, April 27, and April 28, 2016
Time: 9:00 to 1:30

Location: VTrans Training Center
Instructor: Rob Gentle, VTTC Safety Instructor
Audience: New, temporary and seasonal AOT and Municipal employees.
Cost: N/A

Construction Safety Awareness (CSA 55)

The focus of this training is to promote a safe and healthy workplace to all new employees. This course also provides employees an awareness level of job-related safety issues in compliance with OSHA regulations for various safety training. Subjects cover the "OSHA Four" hazards of fall protection, electrical safety, struck by and caught between (FESC).

Course Dates: May 24, May 25 and May 26, 2016
Time: 10:00 to 2:30

Location: D3 Mendon
Instructor: Rob Gentle, VTTC Safety Instructor
Audience: New, temporary and seasonal AOT and Municipal employees.
Cost: N/A

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The focus of this training is to promote a safe and healthy workplace to all new employees. This course also provides employees an awareness level of job-related safety issues in compliance with OSHA regulations for various safety training. Subjects cover the "OSHA Four" hazards of fall protection, electrical safety, struck by and caught between (FESC).

Course Dates: June 21, June 22, and June 23, 2016
Time: 9:00 to 1:30

Location: VTrans Training Center
Instructor: Rob Gentle, VTTC Safety Instructor
Audience: New, temporary and seasonal AOT and Municipal employees.
Cost: N/A

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The focus of this training is to promote a safe and healthy workplace to all new employees. This course also provides employees an awareness level of job-related safety issues in compliance with OSHA regulations for various safety training. Subjects cover the "OSHA Four" hazards of fall protection, electrical safety, struck by and caught between (FESC).

Course Dates: July 12, July 13 and July 14, 2016
Time: 10:00 to 2:30

Location: D3 Mendon
Instructor: Rob Gentle, VTTC Safety Instructor
Audience: New, temporary and seasonal AOT and Municipal employees.
Cost: N/A

Defensive Driving

This program is designed for the experienced operator who understands the basics of handling a vehicle and equipment.

Class/Workshop Objectives:

- Use proper driving skills.
- Obey all applicable traffic regulations.

Course Date: Anytime
Location: Online Course
Instructor: <http://firstnetcampus.com/SOV/entities/Vermont/logon.asp>

Target Audience: All employees who operate State owned vehicles or all employees who operate their private vehicles for greater than 2,000 reimbursable miles annually.
(Governor's Fleet Safety Executive Order No. 04-93).

Cost: \$20.00

Lock-out/Tag-out Part 2

This follow up class consists of a Question & Answer session from those who attended the previous workshop. In the previous workshop, employees were given a spreadsheet to complete for their work area and return with any questions or guidance they may need.

Course Dates/Locations: June 9, 2016 Mendon VTrans Office
June 15, 2016 Wilmington Town Garage
June 29, 2016 Groton Town Hall
June 30, 2016 Milton Fire Station

Time: 10:00 am—2:00pm
Instructors: Rob Gentle
Audience: Open to all employees
Prerequisite: Lock-out/Tag-out Part 1
Cost: N/A
GO TO OR CLICK ON LINK TO REGISTER: <http://localroads.vermont.gov/>

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VTrans Training Center Bulletin

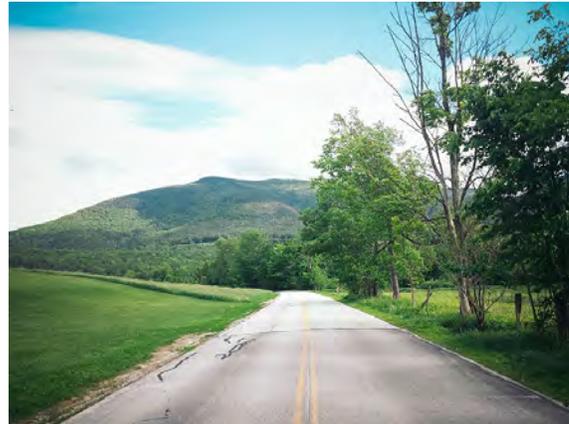
Health & Safety

Reasonable Suspicion Training

FMCSR states that all supervisors of CDL holders must have this training at least once. Given that this material is up to date on drug and alcohol effects, it would be good for new supervisors or as a refresher. Please take note of your particular district for training dates/locations below.

Course Dates/Locations: D1/D3 May 5, 2016 Bennington VTrans facility
D2/D4 May 10, 2016 WRJ VTrans facility
D5/D8 May 4, 2016 Colchester facility
D6, CG, LAB, HQ, RAIL May 11, 2016 VTTC

Time: 9:00 am—11:30 pm
Instructors: Genevieve Paul
Audience: Supervisors of CDL holders
Cost: N/A



Technical Services

Lean - White Belt

The focus of this ½-day training is an introduction to the principles, philosophy, and tools of Lean. This course will acquaint attendees with the Lean methodology, provide an understanding for application of Lean tools in the workplace, and help to identify those individuals who aspire to become Lean practitioners and advance to Yellow and Green Belt training (s).

Course Dates:
May 3 (FULL), May 17, July 12, or September 8, 2016
Time: 8:00am—12:00pm
Location: VTrans Training Center
Instructor: Ms. Kate McGovern, PhD – DPA Lean Instructor
Audience: Open to all employees – maximum class size 28
Cost: N/A

Mabey Bridge Training

The Mabey Bridge training will cover the safe transport, delivery, set-up, build and removal of the Mabey Bridge. This bridge is a temporary replacement bridge for use after flooding damage to permanent bridges.

Course Dates: May 13 and May 16, 2016
Time: 8:00 to 4:00
Location: VTrans Training Center
Instructor: Hobert Gates and Sven Scribner
Audience: AOT and Municipal employees
Cost: N/A

***This training has a limited enrollment. Please contact Camille Erwin for more information at Camille.erwin@vermont.gov

Rivers & Roads Tier Two

As Tropical Storm Irene and many floods before have demonstrated, Vermont's transportation infrastructure is highly vulnerable to erosion, deposition and inundation hazards associated with river flooding.

Tier Two of the Rivers and Roads Training Program targets a wide range of state, municipal and private sector transportation infrastructure. Participants leave the training with the knowledge and skills required to distinguish between stable and unstable rivers, identify various types of river instability, forecast a rivers response to alternative structural treatments and build those treatments.

Course Date: June 2 and June 3, 2016
Time: 8:30 to 4:00
Location: VTrans Training Center & on-site
Instructor: Todd Menees
Audience: Maintenance workers, equipment operators, towns and design and construction oversight engineers.

Rivers & Roads Tier Two

As Tropical Storm Irene and many floods before have demonstrated, Vermont's transportation infrastructure is highly vulnerable to erosion, deposition and inundation hazards associated with river flooding.

Tier Two of the Rivers and Roads Training Program targets a wide range of state, municipal and private sector transportation infrastructure. Participants leave the training with the knowledge and skills required to distinguish between stable and unstable rivers, identify various types of river instability, forecast a rivers response to alternative structural treatments and build those treatments.

Course Date: October 18 and October 19 3, 2016
Time: 8:30 to 4:00
Location: Wilmington Garage
Instructor: Todd Menees
Audience: Maintenance workers, equipment operators, towns and design and construction oversight engineers.

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VTrans Training Center Bulletin

Technical Services

Incident Command Level 200

ICS for Single Resources & Initial Action Incidents—ICS 200
This course is designed to enable personnel to operate efficiently during an incident or event within the Incident Command System. This course focuses on the management of single resources. This course is designed to provide overall incident management skills rather than tactical expertise.

Objectives include:

- Describe the Incident Command System (ICS) organization appropriate to the complexity of the incident or event.
- Use ICS to manage an incident or event.

Target Audience:

First responder supervisors, Emergency Management Directors and Coordinators, key decision makers and those who would likely be assigned as unit leaders and above within an ICS structure, or as directed by the chief executive of the agency.

Participants must attend both sessions of the course.

Prerequisite: ICS 100

Course Dates:

When: April 21, 28 and May 5 & 12, 2016 (must attend all sessions)

Where: Grace Cottage Hospital, Townshend, VT

Time: 6:00pm—10:00pm

Instructor: TBD

When: June 23 & 24, 2016

Where: Department of Public Safety—VT State Police Williston Barracks, Williston, VT

Time: 8:00am—4:00pm

Instructor: Peter Coffey

When: June 29 & 30, 2016

Where: Department of Public Safety—VT State Police St. Albans Barracks, St. Albans, VT

Time: 8:00am—4:00pm

Instructor: Tim Stetson

When: July 7 & 8, 2016

Where: St. Johnsbury School, St. Johnsbury, VT

Time: 8:00am—4:00pm

Instructor: TBD

When: July 11 & 12, 2016

Where: Department of Public Safety—VT State Police Rockingham Barracks, Rockingham, VT

Time: 8:00am—4:00pm

Instructor: Lt. Tim Oliver

When: July 14 & 15, 2016

Where: Department of Public Safety—VT State Police New Haven Barracks, New Haven, VT

Time: 8:00am—4:00pm

Instructor: Peter Coffey

To register: http://vtransoperations.vermont.gov/sites/aot_operations/files/documents/VTTC/DEMHSRegistrationForm.pdf

Lean - Yellow Belt

The focus of this 3-day training is a hands-on learning of Lean techniques and thinking, and testing these techniques and building understanding of Lean process improvement concepts in a project team environment.

Participants will apply learned techniques to an actual work process and construct an implementation plan to enact the improvements. Curriculum further develops Lean skills and prepares participants for advancement to Lean Green Belt training.

Course Dates: May 16, 19 and 24; June 14, 16 and 21; September 20, 22 and 27; or October 11, 13 and 18, 2016

Time: 9:00 a.m. – 4:00 p.m.

Location: VTrans Training Center

Instructors: Ms. Kate McGovern, PhD – DPA Lean Instructor

Ms. Lee Joyce, MPA – DPA Lean Instructor

Prerequisite: Lean White Belt

Audience: Open to all employees – maximum class size 20

Cost: N/A

Air Conditioning Training

Our vendor, Sanel, will be having a Four Seasons representative from Texas teaching a Mobile Air Conditioning class. Scope of the class is to familiarize our current agency mechanics and technicians about the new 1234 Refrigerant currently being used by some vehicle manufactures. Air conditioning compressor failure analysis and mobile air conditioning temperature failure analysis will be covered. The goal is to provide our mechanics and technicians the training they need to better understand air conditioning fundamentals and new ways to diagnose failures in the Mobile Air Conditioning systems.

Course Date: May 18, 2016

Time: 8:30 to 4:00

Instructor: Rob Sylvester

Audience: AOT Mechanics and Technicians

Cost: N/A



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Technical Services

Lean - Green Belt

The focus of this 3-day training is developing organizational Lean leaders. Curriculum will prepare participants for the multi-level responsibility of strategically applying Lean tools, guiding projects from charter to implementation, identifying new project opportunities linked with organizational goals, and fostering a culture of continuous improvement. Upon completion, participants will have the ability to utilize Lean tools with minimal assistance, facilitate Lean events, and train and educate others about Lean concepts.

Course Dates:

July 19, 20 and 21 or November 15, 16 and 17, 2016

Time: 9:00 a.m. – 4:00 p.m.

Location: VTrans Training Center

Instructors: Ms. Kate McGovern, PhD – DPA Lean Instructor
Ms. Lee Joyce, MPA – DPA Lean Instructor

Prerequisite: Lean Yellow Belt; written pre-assignment

Audience: Open to all employees – maximum class size 20

Cost: N/A

Incident Command Level 400

This course is specific to train personnel on advanced applications of ICS during major statewide catastrophic events.

Objectives include:

- Describe how Unified Command functions on a multi-jurisdiction multi-agency incident.
- List the major steps involved in the planning process.
- Dissect issues that influence incident complexity and the tools available to analyze complexity.
- Review the primary guidelines and responsibilities of the command and general staff positions.

Prerequisite: ICS Level 100, 200 & 300

Course Date: May 10, 2016 and May 11, 2016

Time: 8:30 to 4:00 each day

Location: VTrans Training Center

Instructor: Vermont Police Academy Instructor

Audience: Senior managers are mandatory, consists of: Bureau Directors and Deputies, Maintenance & Operations Bureau Section Heads, Project Delivery Bureau Section Heads, District Transportation Administrator and Division Directors. Others may attend with their manager's approval and must attend if directed by their manager.

Cost: N/A

To register: http://vtransoperations.vermont.gov/sites/aot_operations/files/documents/VTC/DEMHSRegistrationForm.pdf

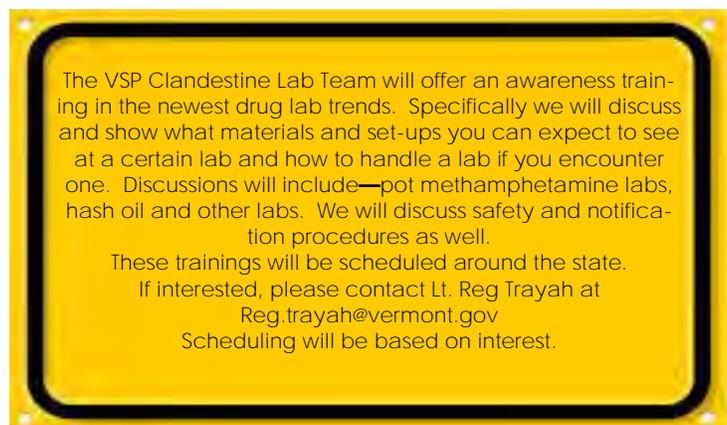
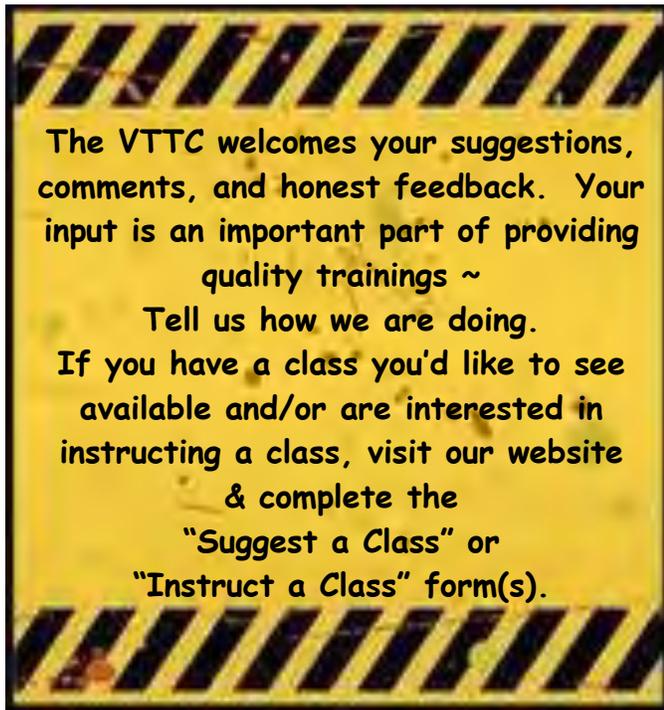


Competent Person Trenching and Excavation classes will be held from late July through September 1, 2016. Locations are currently being confirmed. Registrations will be handled through Vermont Local Roads. Classes will be held over a two day period.



CDL Class B Permit training is available and can be scheduled by contacting Camille Erwin at Camille.erwin@vermont.gov. We will schedule if we have enough people to hold a class (minimum of 10).

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