

Operations Connection

Message from the Director

Scott A. Rogers

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Over the years, we've had initiatives come and go. Some initiatives catch on, and others are so important they are becoming part of our culture (for example, our workplace improvement initiative focused on eliminating harassment and discrimination and making our workplace better for everybody). But not all initiatives that our management team considers make it to the implementation phase. Many initiatives spend years being considered before being implemented. Along those lines, here are some initiatives that are currently under consideration by our management team:

Hand Shovel Rodeo: The Snowplow rodeo was so popular that we're exploring other rodeo ideas. The office chair rodeo, the floor jack rodeo, the photocopier rodeo, the creeper rodeo and the three hole punch rodeo all have been considered. But the clear choice for the next rodeo event is the hand shovel rodeo. Teams will dig various holes of various depths and diameters, in accordance with the nationally accepted hand shovel rodeo guidelines. One team member will dig the holes, they will switch at the halfway point, and the other team member will fill them in. We are sure this will be a popular event, although some training in hand shovel usage may be needed for certain team members before the competition.

Video awards: Funniest video shows are very popular right now. Everybody likes to see other people fall down, get scared out of their mind, get pranked, or get hit by some unexpected flying projectile. And the funniest, most painful looking, most unexpected video always wins a prize. So stop focusing on work and instead keep those video cameras handy and rolling. We will have cash prizes for the funniest videos captured during the upcoming construction season. Remember, you can prank your coworkers and you can prank your boss. Just don't prank your Director.

Driver safety upgrades: We are looking into a software program which automatically sends the driver a text if they are using a cell phone while driving. The program will also automatically call the driver if they are texting while driving. To help ensure we raise awareness of such unsafe behaviors, the program demands an immediate reply from the driver to confirm that they've received the message that what they are doing is unsafe.

Photobomb awards: Another big trend right now is photo bombing. For those who don't know, a photobomb is when you get yourself in the background of somebody else's picture such that you are clearly visible. To help improve VTrans public image and to get our "brand" out there, we will give awards for the employees who can deliver the best photobombs to members of the public. For the photobomb to qualify, you must be wearing an orange VTrans cap (with the logo visible) and you must be wearing a reflective vest or teeshirt. Let's get some orange out there in the community! We figure this will really help with our recruitment efforts.

Projects

Outdoor Boiler Projects -



We wanted to give everyone a quick up date on the outdoor boiler projects. Currently we have 6 units in production and 2 units coming on line in the next couple months. The boiler systems have been a challenge to begin with as far as training and proper wood usage but the rewards have out weighed any struggles we have encountered so far. The benefits from the outdoor wood boilers vary from better air quality in the garages for our employees, wood storage, space to park more equipment inside and the risk of fires from the indoor wood stoves are gone.

I wanted to share quickly how they are helping the bottom line in budgets as we all are working on how to save money in the districts. I know this example doesn't factor in the cost of cutting wood along from our rights-of-way but it does show somewhat of the cost savings garages have or will see in the future.

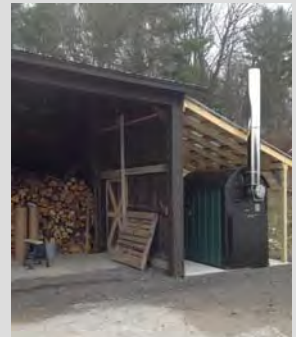


Brandon Garage went on line the week of Feb 8, 2014:

Three weeks of oil consumption before outdoor wood boiler went on line was: 326g x \$4.00(avg oil cost)= \$1304.00

Three weeks of oil consumption after wood boiler was on line: 73g x \$4.00(avg oil cost)= \$292.00

The cost saving was about \$1012.00 over a 3 week period. It's not a huge number but if we do that by a full winter and by all the garages we have converted already it's a great savings. The nice thing about these stoves from what I'm hearing, is they are using 50% less firewood than the older stoves. The older systems we have replaced were in poor condition. The district forces have done a lot of work building pads and roofs for the units(see below). This will only help the longevity of the stoves.



Above: Rochester, hot air system

Above: Enosburg, radiant system

There are two different systems one is in Enosburg which is a radiant system and the other is in Rochester which is a hot air system. I am also working with the company on setting up software which will allow us to track how the stoves are running and to see error codes from our phone or from a central location to help us get them serviced in a timely fashion or for the garage foreman's to see how their stove is operating while not on site.

By: Tim French, Technical Services , Facilities

Central Garage - New Truck Update

While we eagerly await spring and summer, new plow trucks are under construction for the plowing season of '14 / '15. International chassis were produced in Illinois shortly after the new year. Those chassis were delivered to Clark's mid-winter, where they are prepped for upfitting. Chassis are now going to Tenco in Barre, being upfitted with dump bodies and plow gear manufactured in Quebec. The prototype units are under construction. We expect to deliver trucks to their District customers mid-summer through early fall.

By: Ken Valentine, CG Superintendent

The Central Garage will be hosting the State Surplus auction on Saturday, May 10th.

Projects

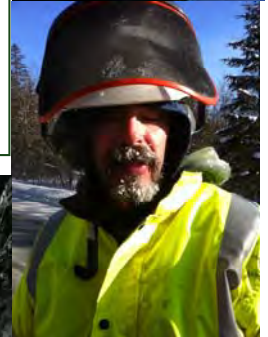
District 9 - US 5 in Coventry - Ice Storm: Clean-up efforts

This area was our hardest hit on Route 5 from Coventry to Newport. We had been running a road closer here to be able to safely take care of the tree's and in a timely manner. The road closers started January 21st through the 24th and 28th ending about Friday the 31st, from 7:30am until 3pm. We were concerned about the crews and the cold so we had pickups at each site so they could get in out of the cold. There were 5 sections on Route 5 being cut at the same time. There were 35 employees and supervisors on the job to help complete this section. Folks jumped right in to clear the section; cleaning up one mile of road the first day. They said the cold wasn't bad as long as they kept moving. There were a lot of dedicated D9 employees.

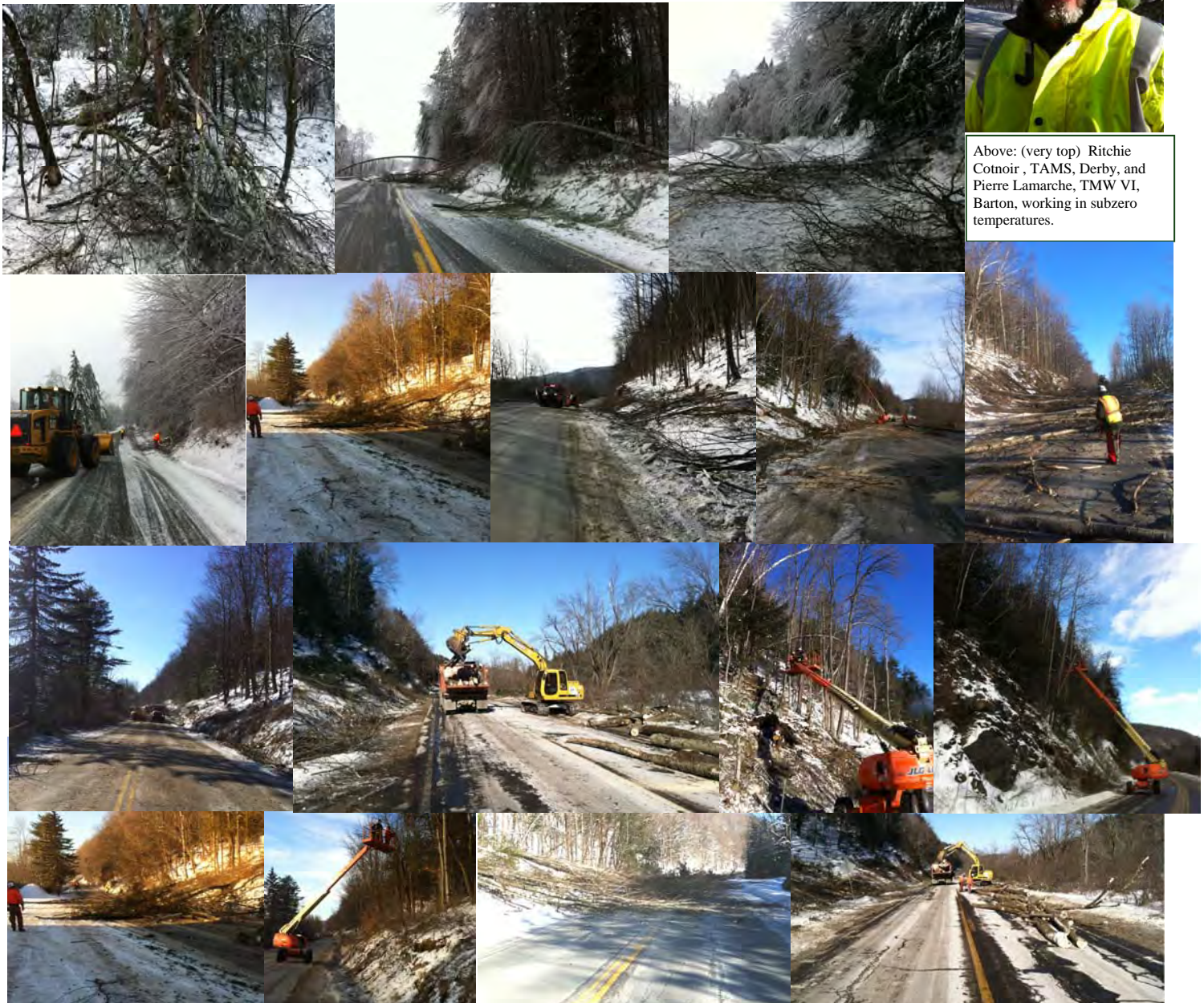
Weather temperatures were as low as -26 when they started, getting to 2 above for a high. These temperatures do not include the wind chill factor. his past weekend the crews plowed and came and started back in with well below 0 temps cutting tree damage on this 4 mile section. When I've been down to see them they only asked for some ice creepers and helmet liners and 1 pair of gloves. They have done an outstanding Job to complete as much as they have with the cold. The tax payer have got their money's worth out of D# 9. It's been running about 9 to 10,000 a day for this job.

The D9 crews used 3 loaders, 1 skid steer, 2 excavators, 1 man lift, 3 pole saws and 20 chainsaws in order to clear debris off Route 5 for this storm.

By: Bill Jewell, General Manager District 9



Above: (very top) Ritchie Cotnoir, TAMS, Derby, and Pierre Lamarche, TMW VI, Barton, working in subzero temperatures.



Rewards & Recognition

Walk a Mile in Our Plow Shoes

From: Brouillette, Karen
 Sent: Tuesday, December 17, 2013 10:27 AM
 To: Senecal, Ezra; Balzanelli, Sandra
 Cc: Rogers, Scott; Gammell, Wayne; McCool, George;
 Persons, Kim
 Subject: Plow Ride with Orange Garage

Ezra,

I want to thank you for the experience of riding in a plow truck. I rode with Richard and also with Tony out of the Orange garage. We (they) plowed Route 302 and Route 110. It was a great experience for me. Up before the cows! I was able to see the difference in the trucks. Richards truck is set up differently than Tony's. The salt comes out in a different area, different controls and for sure different seats. O yeah and a bit louder in Richards truck also. I was able to ride with both drivers. There was not much down time. Salt, wait for salt to work, plow go back for more salt and start over. I did ask Richard how many of those mailboxes come down. I was surprised to find out it does not happen all that often. Good thing I did not drive!! Their driving skills are amazing. You have to watch all around you and pay attention at all times. Sandy was out checking the roads and giving everyone a heads up on what was needed. It finally started coming down heavier in the afternoon. It seemed like we were done for a while but no way. Time to hit it again!! I was so excited and I am sure Richard, Tony & Sandy must have thought why? Not a dull moment. I would recommended others participate in this program. It will give you a different outlook and respect for the big Orange Trucks and the Driver behind the wheel!! Everyone was extremely nice and it was an honor to ride with them.

Thank you so very much,

Karen Brouillette
 Administrative Services Coordinator - D6

From: Kreis, Katherine
 Sent: Monday, January 06, 2014 2:10 PM
 To: Brouillette, Karen
 Subject: Plow Truck Ride Along

Hi Karen!

Last Friday 01/03/14 I had the opportunity to ride along in a District 7 plow truck out of the North Montpelier garage. It was in the afternoon between 1:30 and 4:00 PM. My host driver was Sandy Balzanelli. I had a great time riding with Sandy because she was welcoming and shared some of her experiences with me. She was also very willing to teach me the basics of plowing and pointed out many things I never considered before. It was definitely an eye opening experience and I'm very glad I had the opportunity to participate in this ride-along program. I believe it is very valuable for employees like myself that would otherwise never know the perspective of a plow truck operator.

Thank You,
 Katherine Kreis

I rode with Bob Gallant from the North Montpelier Garage between 7 to 9 a.m. on February 6, 2014. The biggest lesson learned was that people need to be more conscientious and courteous for our plow trucks. These guys are professionals and are working hard to make the road safe for us. **PEOPLE MOVE OVER!**

It was a great experience and I'm glad I went.

Tammy Benjamin, ROW - PDD



From: Russell, Leslie
 Sent: Tuesday, February 18, 2014 9:48 AM
 To: Brouillette, Karen
 Cc: Rogers, Scott
 Subject: RE: Walk a Mile in our Plow Shoes

I rode during the Valentine's Day storm with Houston Lee out of the Middlesex garage. We had the tow plow and did 2 rounds on I-89 between Berlin and Richmond with it.

What an amazing job Houston did! He answered every question I had about the truck and tow plow, plowing, salting and the maintenance the garages do in the summer time. He even helped prevent a bad accident in the northbound lane by observing what was going on ahead of us and behind us all at the same time! Houston's quick reactions prevented a fast-moving 18-wheeler from plowing into a stopped pickup truck in the passing lane on a hill by allowing the 18-wheeler to slip into our lane ahead of us.

I am amazed by how much it takes to clear a storm like the one we had Friday, February 14th! The people who take care of our roads deserve so much more than thanks! They are out there at all hours regardless of the weather and road conditions, which includes some not-so-very cautious drivers. Their dedication to the traveling public really shows in storms like this. I am grateful to know there are employees like Houston taking care of our roads.

Thank you for making this opportunity available to us. I hope I get to go again.

Regards,
 Leslie
 Civil Engineer VI, Hydraulics, PDD

From: "Ladd, Tamyra" <Tamyra.Ladd@state.vt.us>
 Date: February 19, 2014 at 8:34:07 AM EST
 To: "Starr, Trevor" <Trevor.Starr@state.vt.us>
 Cc: "Balzanelli, Salvatore" Salvatore.Balzanelli@state.vt.us,
 "Ellis, Tammy" Tammy.Ellis@state.vt.us
 Subject: RE: RE: Walk a Mile In Our Plow Shoes

Trevor,
 I had a great experience and have been spreading the word and I will continue to do so. Your guys don't get the recognition they deserve and I know firsthand what they go through.

Tamyra Ladd

Walk a Mile in Our Plow Shoes

From: Jonas, Ashley
 Sent: Monday, February 10, 2014 4:00 PM
 To: Brouillette, Karen
 Subject: RE: Walk a Mile in our Plow Shoes

On Wednesday morning February 5th, I rode with Houston Lee and the afternoon I rode with Nick Davis, both out of the Middlesex Garage (D5).

I found my day at the Middlesex Garage to be a very enlightening experience. Houston Lee, Nick Davis, and the rest of the Middlesex Garage employees were very welcoming and told me so much about what they do in the garage. I felt very lucky to have the opportunity to participate in this program, and I even had the opportunity in the morning to ride with the tow plow attached to the truck. This was an amazing experience and the feeling of driving in the passing lane but looking into the side mirror to see the tow plow clearing the travel lane was unbelievable. I will admit, I was a bit nervous at first, even getting into the truck was an adventure, but both Houston and Nick were wonderful people and drivers. I would like to thank the Middlesex Garage for allowing me to come into their world for a day and hopefully will be back to take another "Walk in their Plow Shoes".

Ashley Jonas
 Ops HQ: Financial Administrator II

From: Ladd, Tamyra
 Sent: Tuesday, February 18, 2014 8:03 AM
 To: Brouillette, Karen
 Subject: RE: Walk a Mile in our Plow Shows
 Importance: High

Good Morning,

I rode with Rod Gray in the Morning and Rob Roux in the afternoon, out of the Williamstown Garage, District 4. I rode 1-89 North & South bound in the am, Route 64, 12 & 12A in the afternoon.

I had a wonderful experience. I learned a lot about what they go through during a typical storm and what that entails. I learned about the issues they have to deal with, such as equipment failure and exhausting hours.

THESE GUYS DESERVE A RAISE!

Thank you,
 Tamyra Ladd
 AOT Records Management Technician I/Reprographics
 Finance & Administration Division

From: Degutis, Ian
 Sent: Tuesday, February 18, 2014 10:10 AM
 To: Boucher, Benjamin; Kennison, William
 Cc: Brouillette, Karen; LaCroix, Michael; Coburn, Patti; Devlin, Jesse; Robie, Ken
 Subject: Walk a Mile in our Plow Shoes - follow up

Ben and Bill-

I am writing to thank you for the opportunity to ride along in a plow truck during last Friday's snowstorm.

It was a great opportunity to see the challenges faced in maintaining the roads, particularly through the Hyde Park roundabout. Seeing and riding through the roundabout in a plow truck made it much easier to understand what it's like to keep such an interchange clear and safe during a major snow event. It was also good to hear about the maintenance implications of granite versus cast-in-place concrete curbing.

It is always good to have the opportunity for cross-division communication, and develop working relationships between Design and Maintenance sections, and I hope to continue that going forward.

Thanks again!

Ian Degutis
 Traffic Design - Highway Safety & Design Section

Hello Karen
 February 6, 2014

February 5, 2014 I responded to an email from John Dunbar asking if I was able to do a ride along. Of course, "wild horses" weren't going to stop me from this adventure.

It was about 10:30 a.m. when I met with John and driver Houston Lee. Houston works at the Middlesex Garage and is one of two "trained" drivers for the tow-behinds in the State of Vermont. The truck travels in the left hand lane with the front plow angled toward the left (the plow can also angle to the right) and the tow-behind comes out toward the center of the interstate taking part of the center line and right hand lane, and part of the brake down lane. No vehicles can get by unless Houston pulls off a ramp. I would guess the ten wheeler plow truck with the tow-behind attached would be 30 plus feet long. Houston also pulled into rest areas to let traffic resume.



Above: Huston Lee (R), TMW IV Middlesex Garage with Brenda Persons (L), ROW Agent, PDD.

We came on to an accident in the right hand lane. The State Police had already put up flares and were parked to protect the accident scene. Houston slowed, pulled up the wing (on the tow-behind) pushed some buttons so the tow-behind would travel behind the truck, and we went by the accident without incident.

Even though Houston had only driven the tow-behind a few times he handled the day's events with great experience and knowledge. Houston was very informative and polite when answering questions from the public when fueling up.

I would like to take a moment to "thank" Scott Rogers, John Dunbar and especially Houston Lee for this truly great adventure "Walking a Mile (+) in our Plow Shoes"

I would also like to thank the maintenance workers at the Middlesex Garage for making me feel at home during lunch break. You are a great team.

Be safe working to get us there.

Brenda, Persons
 Right of Way Agent

Walk a Mile in Our Plow Shoes

From: Lepore, John
 Sent: Friday, March 14, 2014
 10:08 AM
 To: Gammell, Wayne; Balzanelli, Salvatore; Starr, Trevor; Ellis, Tammy; Brouillette, Karen; Benoit, Kelly; Roux, Robert; Rogers, Scott
 Subject: REPORT - Walk a Mile in my Plow Shoes

I had a great time riding with along with Kelly Benoit and Robert Roux yesterday, and thank both of them, Sal and Karen for making my ride experience happen. The morning began at 7 AM with Kelly and we took to I-89 between Williamstown and Berlin. The afternoon was spent on VT 64 / VT 12 in Williamstown, Northfield and Brookfield with Robert.

Both routes were sporting in that they had challenges (other than the snow) to contend with while trying to open the road. The interstate was sporting because of the traffic (which was fairly light) and (the troopers in the median turn-around when the plow got there), while state highways were sporting because of the road width, potholes, and the obstacles (mailbox, people shoveling/snow-blowing, guardrail, ledges, etc.) along the way.

While every plow driver is tired of the snow, they all of them take pride in clearing THEIR road, and my appreciation of their work is even greater today.

Special thanks again to Sal, Karen, Kelly, and Robert for making my experience happen, and the hundred of other folks in the agency that make the task of snow removal look easy...
 ~ John ~



Above: Kelly Benoit completes his paperwork

District 5, Middlesex Garage
 Houston Lee - TMW 5
 March 12, 2014
 Re: 10 Wheel plow truck; Ride along in your shoes/Meeting the Governor

Dear John (Dunbar),

The Nor Easter had arrived for the ride along in your shoes with a plow driver. This day almost didn't come, due to mild temperatures, with any snow on the roads.

The Governor arrived for a press conference. I had always wanted to shake his hand or get a photograph. I was in the Middlesex Garage front office waiting to ride-along. As Governor Peter Shumlin completed his press conference, he came right in the front office and shook my hand and we chatted.

Before hitting the roads, Houston, brought me on a tour of the facility. He discussed, in detail, what each shed stored: salt, sand and brine. He was very detailed about the usage and certain temperatures for the right product.

Houston went to get the bucket loader to load salt in the back of the plow truck. Houston was prepping and inspecting the plow truck to make sure there were no breakages, leakage, or any abnormalities, and checked inside the plow truck to make sure it was clean for the plow trip.

Most importantly, Houston has put safety first. Upon exiting and entering the plow truck, he explained to make sure I was following the safety guidelines. Working with Houston with his optimistic, enthusiasm personality has lessened my worries.

Houston explained the characters of the drivers he has dealt with, some are not very patient, who tend to drive to close to the plow truck; he has learned to adapt to the attitude of the roads. I witnessed passerby's waving giving the thumbs up and thanking us for our service in keeping the Vermont roads safe.

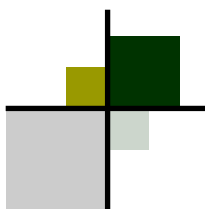
Riding along in your plow shoes was a wonderful experience I will never forget. I had the opportunity to experience what it was like to plow the roads. Not easy. Houston carried on a positive upbeat cheerfulness attitude the whole way.

Houston's upbeat attitude enhances the quality of customer service. Houston had this amazing confidence in operating such a huge 10 wheeler plow truck with 3 plows, left, right, and sideways. There are only 2 of those trucks in this State.

Thank you District 5 team. John Dunbar and Houston Lee for inviting me to ride along in your plow shoes.

Sincerely,

Melissa Burge
 VTrans Headquarters Operations Division



Walk a Mile in Our Plow Shoes

From: Curtis, Brent
 Sent: Monday, March 17, 2014 3:00 PM
 To: Brouillette, Karen
 Subject: RE: Walk a mile in our plow shoes

Before getting into the truck I had an opportunity to talk to a number of drivers at the garage. Everyone was very helpful, friendly and informative. On this particular day I rode with Steve Campbell out of the Middlesex garage. Steve was great. He took time to talk about the route he was assigned, why he did things in the order that he did them in and about the long hours the drivers would put in during the storm.

I had arranged to broadcast on WDEV from the truck during the ride along. We went live before and during commuter traffic hour on I-89. I had two separate occasions to watch drivers on cell phones get onto the entrance ramp while talking then look up as the massive plow went by...the look was priceless!

I made sure the Artie Levine (on air talent WDEV) knew how proud we are of the men and women who drive the plow trucks. Artie responded on air "it is a thankless job that they do for long hours never pleasing everybody yet making all of our travels safer".

Thank you to everyone for what you do.

Brent

Brent H. Curtis
 Out Reach Coordinator - PPAID

On March 12th, 2014 winter storm Vulcan rolled into town bringing two feet of fluffy blowing snow with it. During this time I had the opportunity and privilege of riding along in a plow truck from the Colchester garage, operated by the knowledgeable driver Penny Barber.

As soon as I got into the truck the questions for Penny started. My biggest question was how the drivers maintain command and control of not only the truck, but also the plow, wing, brine applicator, and salt spreader while still being mindful of their application rates, snow covered obstacles such as curbs, and other traffic on the road. Penny answered that question in the two hours of expert driving that was to follow. We pulled out of the yard right around 2:00; the storm had been dumping snow for a few hours by this time.

We plowed what is arguably one of the busiest corridors in the state; VT2A through Essex and Williston. This is a multi lane undivided highway with numerous residential and commercial drives with protected left turn lanes. This route also had its fair share of rough country road in it as well.

Penny explained when and when not to apply salt, how to make multiple passes to quickly clean up an interchange, and most importantly how to put and keep the plow on target. The first exciting event was to navigate around a car that had become stuck in the middle of a section of road coincidentally named Slaughterhouse Hill. Penny drove around the right side of the stranded car and lifted the wing. I felt the truck get into a little soft spot for a split second, but it kept on going and the line of cars behind us followed; guided by the yellow lights of salvation as the driver of the stuck car must have been thinking to himself as we passed.

One of the biggest challenges that was pretty obvious only after a short time was the constant battle between visibility and operator comfort. Due to the nature of plowing, the truck gets its fair share of snow blow back. This can result in a substantial buildup of ice on the wiper blades. So the heat had to be on near full blast to melt the ice off, which goes without saying that a hot bumpy ride can make your eyes a little heavy. I gambled with opening my window a few times, but being on the passenger side (wing side) of the truck, it was only a matter of time before I got the inevitable white wash. Heated wiper blades would probably solve all of those troubles. I thought I might have stumbled upon a new business opportunity, but after a quick internet search it appears they already make them. Which begs the question of why they do not come standard on a truck designed for snow plowing? I'm obviously not the first person to realize their potential usefulness.

After about two hours of plowing we had finished the loop and returned to the yard. I thanked Penny for the ride and jumped out. Then just as she pulled back out of the yard to start her route over again I realized I had left my phone in the door. Thankfully Dave was still in the office and was about to get a hold of Penny for me, however even more unfortunately for me is he had to use the radio to do so.

Phillip Harrington - Engineer Inspector - PDD

From: Gagulic, Mladen
 Sent: Friday, March 21, 2014 10:09 AM
 To: Brouillette, Karen
 Cc: Gammell, Wayne; Scott, Rick; Lee, Houston; Dunbar, John
 Subject: RE: Walk a Mile in our Plow Shoes

Thank you for opportunity to participate in the Program: "Walk a Mile in our Plow Shoes". It was great experience and gives me a chance to see "myself as a regular car driver" through the windshield from snow plow driver seat. Thank you for keeping our road safe. Great job!

Speaking about the driver; during the ride I had conversation with Houston, truck driver in his mid twenties. I was impressed with: his knowledge, commitment and how much pride he takes in the job that he is currently doing. What also struck me was his understanding of Agency overall mission. I am sure with good mentor and opportunities that are available through Vermont Agency of Transpiration, Houston will be part of next generations VTrans leaders that will keep our road safe for generations that are coming.

Thanks again.

Mladen Gagulic
 Rail Engineering & Asset Management

Operations Employees of the Month

January

From: Rogers, Scott
 Sent: Wednesday, January 15, 2014 8:22 AM
 To: AOT - OPS Division
 Subject: OPS Employee of the Month (January)

OPS Division,

I'm very pleased to announce that the Operations Division's Employee of the Month for January is Larry Roy. Larry is a TMW IV out of District 5's Fort Ethan Allen garage in Colchester.

Larry's nomination (from a co-worker) said, in part: "Larry has been with the Agency a long time. He does his job and gets along with all his co-workers. If we have questions he does his best to answer them and explains things so we can understand them. He has been a great asset to the Agency through the years. He always makes you feel like part of the team. He always makes you laugh... and work, that man can WORK. He is a great teacher and has a great attitude. He always has a great outlook on our job and never treats anybody badly."

Please join me in congratulating Larry. His daily attitude, work ethic, and efforts to make our workplace better have clearly been noticed by his co-workers.

Scott

February

OPS Division,

I'm very pleased to announce that the Operations Division's Employee of the Month for February is Melissa Cruz. Melissa is a District Information Technology specialist out of District 5's Fort Ethan Allen Headquarters in Colchester.

Melissa's nomination (from a co-worker) said, in part: "As you well know, Melissa wears many hats within the District, from her own duties as the District DIT, to training fellow employees how to utilize the computer for expense sheets, MATS, and diagnose issues among others. She has always been eager to help anyone, with any issue that comes up, or is asked of her... even if it isn't her expertise! She always comes to work in a cheerful manner, lightens up the day (even when you aren't so chipper), brings smiles to everyone she encounters. She defiantly helps with the office moral and keeps the family feel within our office. She supplies the public with well thought out answers and connects them to the correct contacts if, or when needed. I have also have witnessed her lending a hand during times of need to our building "neighbors" (PDD construction) when they needed help. I have thought about this for some time since Scott unveiled this program, and couldn't think of anyone more deserving, being a great team member, or a shining example of "Employee of the month"."

Please join me in congratulating Melissa. Her daily attitude, work ethic, and efforts to make our workplace better have clearly been noticed by her co-workers.

Scott

March

OPS Division,

I'm very pleased to announce that the Operations Division's Employee of the Month for March is Stephanie Magnan. Steph is an AOT Tech VII assigned to Headquarters in Montpelier. Her main duties relate to emergency response activities and preparedness.

Steph's nomination (from a co-worker) said, in part: "Steph has gone above and beyond her role. She recently represented the limited service technicians at the state house in an attempt to bring attention to the importance of their positions. She has also volunteered to be part of the newly formed Records Information Management group as a liaison for the OPS division, representing headquarters. Steph is a go-to person with a get it done attitude. If something needs to get done, especially with time sensitive issues, Steph is up for the challenge. Operations is fortunate to have someone of Steph's professional caliber and hopefully she will be with us for a long time."

Please join me in congratulating Steph. Her daily attitude, work ethic, and efforts to make our workplace better have clearly been noticed by her co-workers.

Scott



“Kudos!” from your fans

-----Original Message-----

From: Vicki Lynch [mailto:viclynch@myfairpoint.net]
 Sent: Tuesday, February 25, 2014 11:18 AM
 To: Blackmore, David
 Cc: Guyette, Steve; Danyow, Art; Blackmore, David
 Subject: RE: Crosswalk Malfunction on Rte. 7 Shelburne Rd

Hi Dave,

Thank you so much for your message. I appreciate your responsiveness and the friendliness of your staff as I ran into your Signal Technical yesterday when I got off the bus last night.

He was still working on it but stopped momentarily to help get me safely across Shelburne Road by asking the lead driver coming off of Queen City Park Road to give me a couple of seconds to get across the street before going. That was super nice of him since yesterday's weather was not ideal for working outdoors.

Have a fantastic day and thank you once again! I should also commend your team if they're responsible for snow removal on Shelburne Rd.

There have been many a mornings where I had to walk down my street in an unplowed sidewalk but get to Shelburne Road and it's clear by 7am. So kudos to you and your team for making my walk to the bus stop and into work a bit easier and safer when we have storms.

Vicki

On Mon, 24 Feb 2014 21:56:56 +0000, "Blackmore, David" David.Blackmore@state.vt.us> wrote:

Hi Vicki

I wanted to drop you a note and again Thank you for reporting this.

Our Signal Tech. investigated and did find a problem. It has been repaired.

Regards,

Dave

David Blackmore— District Administrator

-----Original Message-----

From: Vicki Lynch [mailto:viclynch@myfairpoint.net] Sent: Friday, February 21, 2014 8:22 PM
 To: Blackmore, David
 Subject: Crosswalk Malfunction on Rte. 7 Shelburne Rd

Dear Mr. Blackmore,

I hope you are having a good day. I have been told that the City of South Burlington is not responsible for fixing crosswalk issues on Shelburne Rd/Route 7.

I apologize if you are not the correct person to report this to and would appreciate any assistance you can provide me in contacting the appropriate person.

Everyday I cross Shelburne Road just a few yards south of the I-89 on ramp by Queen City Park Road which is near the Denny's at Swift Street. In front of the Koto Restaurant is a crosswalk, right next to it is a Sunoco station. Cars coming off of Queen City Park Rd. can either take a left or a right at the light where I cross.

Normally the crosswalk works when you push the button but it did not and four cycles of traffic went through even though I had pushed the button. There was simply no response at all as I did try again to get the indicator to work so I could cross and go home. I ended up walking down Shelburne Road to another cross walk in order to cross the street which at 5:00 is pretty hectic.

I thank you for your time and any assistance you can provide me with who to contact to fix this issue. Crossing Shelburne Road is dangerous in and of itself but when the crosswalk signal is not working it raises the stakes.

Kind regards,

Vicki Lynch - South Burlington

From: Jim Purdy
 <geomappingtd@comcast.net>
 Date: February 18, 2014 at 11:59:46 AM EST
 To: <Robert.Faley@state.vt.us>
 Subject: Job Well Done
 Dear Mr. Faley:

The efforts of your District 3 crew during the snow storm of the past week were really impressive. I know they put in long hours and worked hard to clear our roads. Given the conditions you had to deal with in the surrounding hills I was amazed at how fast we had bare pavement down here on Route 7.

Please let the Dist. 3 crew know that we do appreciate your work! I know a lot of people feel the same way, but don't take the time to say it. Thanks!

Jim Purdy, PG
 com.cast

From: Peter Lyon
 [mailto:peterlyon4413@yahoo.com]
 Sent: Saturday, January 11, 2014 11:21 PM
 To: Perron, Dale
 Cc: Clifford, Shauna; Gary Lamberton; Nathan Puffer
 Subject: Thanks to the VTrans team

Hi Dale,

The Town of Groton wanted to extend our deep appreciation for the support provided by your VTrans team this last year. The service has been super and the variety of issues we have faced have been handled extremely well and we sincerely thank you for the support!!!

In particular, we would like to highlight Shauna who has been a wonderful partner in covering the range of challenges that we have faced. We trust & respect her judgment and her advice and council has been particularly helpful. Shauna exemplifies the VTrans "working to get you there" and we thank her for it.

We look forward to another exciting year.

Again, Thank you!
 Peter

Special Interests

Labor Management Committee Meeting Minutes

AOT Labor-Management Committee
Official Minutes/Results

February 27, 2014, Montpelier, VT

Minutes Approved by Labor and Management

On March 10th, 2014

Present: Jason Heath (Labor Chair), Art Aulis (Labor Vice Chair), Jerry Comstock (Labor), Jonathan Leonard (Labor), Brad Carrier (Labor), Dave Van Deusen (VSEA Senior Union Rep), Jeremy Kasparian (VSEA Intern), Scott Rogers (Operations Director), Wayne Gammell (Management), Ken Valentine (Management).

Introductory Comments on 2014-2015 Contract

Discussion:

Labor and Management discussed the changes in the new Contract (which was recently ratified by NMU VSEA membership). Management informed Labor that the old boot truck policy will continue until the 2014-15 Contract takes effect on July 1. The boot truck will come one last time around in May or June. After this, we will change to the new \$150 boot reimbursement of expenditure system. In general, both Labor and Management agreed that the new Contract will be good for AOT. Labor is very pleased with the outcome.

Agreed Upon Action: Labor and Management Agree that the new Contract is very good for AOT workers, and look forward to working together in the coming two years (the life of the new Contract).

VSEA AOT Recruitment Effort

Discussion:

Labor and Management discussed issues of recruitment within AOT. Management recently started to initiate a sponsorship program where kids at a childcare place could sponsor a driver to come and talk about their job, show them the truck etc.. The intention here is to get Vermont kids interested in this essential State service now, so when they grow up they will consider working a career in AOT. Jason Heath (AOT Labor Chair) spoke about his trip to an elementary school and where he talked about his job. He handed out pamphlets and brought his truck for the kids to see.

Labor says there should be more advertising for AOT. Management says they have placed ads before. Labor says they should emphasize that AOT jobs are good Union jobs with real benefits, etc.. Labor says it will check with VSEA to see if there is money available for AOT recruitment efforts, as it is in VSEA's interest to see quality workers recruited to AOT and to become VSEA members as they walk through the garage door. Labor reports that they will be meeting with the VSEA President prior to the next Labor Management meeting to discuss this proposal internally. For obvious reasons it is also in Management's interest to see AOT recruit a next generation of high quality workers.

Management spoke about the aging AOT workforce and the succession and planning issues this raises. Labor says that ads should emphasize opportunities for advancement at AOT. Management says they would like to retain workers for 20-30 years. Labor proposes a rank and file mentoring program and more training to allow frontline workers to advance to Supervisory roles. Labor says they would like in-the-field-training shadowing a Supervisor as well as traditional classes. Management agrees in the importance of recruiting/promoting internally to find people who understand both sides in Management. Labor and Management agree about importance of internal advancement/succession issues.

Agreed Upon Action: Labor and Management agree about importance of internal advancement issues. Labor agrees to check with VSEA leadership to see if there is money available for AOT-VSEA recruitment efforts. Labor will update Management on this effort at our next meeting. Labor and Management agree to discuss recruitment issues constructively in the future, and look for opportunities to partner where appropriate.

Legislative Updates

Discussion:

Labor and MGMT discussed a number of legislative issues. Labor updates Management on the "anti-privatization bill" that would require contractors to pay workers the same rate as State workers would get. Labor said they looked into Cell phone in worksite bill (that both labor and Management supported last year) and found that it is a complete ban. Management spoke of the great reviews from the State legislators and good feedback they received hearing from frontline garage workers in hearings.

Agreed Upon Action: Labor told Management to feel free to ask VSEA for help in supporting any legislation that is important AOT in general, or specifically the AOT budget, as Labor agrees that AOT requires comprehensive and adequate overall funding. Management expressed that this offer was appreciated, and will be kept in mind.

Continued on Page 11

Work Zone Police Patrols**Discussion:**

Labor said there are some situations where 3 lanes went down to 1 in Winooski where cops are necessary. Management said this should be a local issue. District Supervisors can hire cops on their own. But putting a cop out there every time, in some instances, may not be the best use of resources. Even so, both Labor and Management are committed to overall worker safety. Labor requested that Management again contact DMV Police and State Police to request adequate work zone patrols for the spring/summer construction season.

Agreed Upon Action: Management will again contact appropriate Police organizations to request patrols of work zones for the spring/summer construction season.

JDP Follow Up**Discussion:**

Labor said that they did the portion that MGMT asked for and sent an email but there was no response. Management's Wayne Gammell requested that Labor forward him those communications directly. Labor's cooperation on this is appreciated by Management.

Agreed Upon Action: Labor will forward JDP related communications directly to Wayne Gammell (Management).

Training Center/Labor Participation**Discussion:**

Labor and Management discussed the Training Center. Jason Heath (AOT Labor Chair) says he is taking classes and finds them very good. Management speaks about how the classes are a good way for workers to build professional skills and advance up the career ladder. Management and Labor agree that there should be more hands on training, and that VTTC is a great program. MGMT says that the board would like to expand the Training Center.

Labor again expresses firm interest in having a rank and file Union worker (from the Labor Management Committee) on the committee that oversees the Training Center. Management says that the committee is discussing many preliminary issues right now, and are still in the process of creating basic structure, etc... Management suggests that the appropriate time to have a rank and file AOT worker on this committee is after the basic structural issues are worked out, and once the oversight committee is more focused on the long term and ongoing nuts and bolts of what classes will be offered, how those classes interplay with AOT job specs, etc.. Labor states that they understand what Management is saying, and suggests that once the Training Center oversight committee gets to this place, they would like to have the rank and file represented. Management is agreeable to this suggestion.

In general, Management and Labor agree that the Training Center is a great program. Labor offers to communicate its support for the mission of the Training Center to AOT Upper Management and decision makers above. Management welcomes this statement of support.

Agreed Upon Action: Labor and MGMT agree to support a Labor/VSEA representative on the Training Center oversight committee in order to directly bring a rank and file perspective. However, this Labor representative will not be added until after the Training Center is in a more grounded place structurally (ie after the current administrative and implementation issues are more settled). It is projected that the appropriate time for a Labor representative to be included will not be for six months to one year from today.

Labor and Management also agree that Labor will provide a written statement of support for the mission of the Training Center to AOT Upper Management and to the decision makers above them.

AOT Newsletter/Including LM Minutes and Column**Discussion:**

Labor says they really like the newsletter produced by Management and that it is a great way to improve communication (Note: concerning AOT communications, Labor will also continue to utilize their VSEA bulletin boards and other internal means of rank and file communication). Labor reiterated interest in writing a Labor column for the newsletter. Management says they could write the column before the beginning of April. Labor agrees.

Agreed Upon Action: AOT Labor Management minutes will be included in the newsletter, as will also a column written by AOT Labor Chair and or Vice Chair. Labor will provide this column by spring.

Hats/Gloves (What Will or Will Not Be Provided Via VOSHA Regs)**Discussion:**

Management and Labor discuss the needs for hats and gloves according to VOSHA and common sense. (Note: the language in the new Contract no longer mandates that the State provide hats and gloves, as it previously has).

Management and Labor agree that state should supply gloves for safety reasons as required. Labor said that they think gloves are safety equipment that should be supplied under VOSHA. Labor says they heard rumors of a "communal pair of gloves." Labor says that the

LMC: "Column"

Districts have different rules for hat and glove standards. Management says that they would like to standardize quality gloves and supply them to everyone since it is a safety issue.

Hats will be provided to those who want them but not required in an across the board policy. Management says that hats will be supplied, but they shouldn't be required on an across the board basis (decision rather left to the Districts/Garages). Management says hats are not a VOSHA requirement and only certain amount of orange is required. Labor says there are some issues with local districts doing different things, and Management says they will take care of issues if they hear about them. Management says they will be involved if there is an issue, but do not want to have to micromanage Districts or make black and white decisions

Agreed Upon Action: Management and Labor agree that gloves will be provided for safety reasons. Management agrees that hats will also be made available to all those who want them.

Extreme Cold Weather Policy

Discussion:

Labor and Management discussed the potential for a new cold weather policy. Labor says that when it is 25-30 below zero, and there is no emergency, workers shouldn't have to work out in the cold. Labor says that people in some Districts are not getting good rotation inside while in extreme cold. Management thinks that allowing no outside work in extreme cold weather will create conflict over small changes in temperature (for example whether it is just above or just below 25 degrees below zero). Management agrees that there should be rotation, especially for flaggers, and there should always be a minimum of 3 flaggers whenever possible and when it makes sense. Management agrees to encourage district supervisors to implement reasonable rotation policy. Management also likes the idea of allowing workers to make fires when in extreme cold and will check on the legality of this.

Agreed Upon Action: Management will encourage District Supervisors to maintain/ implement a fair rotation policy (to allow workers to warm up) on days of extreme cold.

Management also agrees to check on the legality of having open air fires (so workers can warm up on extremely cold days-and to burn brush when there is snow on the ground). If no law or regulation is found to prevent this, management will consider a policy to allow such fires. (Note: in the past this was a standard AOT practice. Neither Labor or Management can recall the specifics of why this practice came to an end.)

Other Issues

General Discussion:

Management spoke of the importance of discussing rumors and addressing Step I grievances before they become bigger issues.

Labor raises Rumors about missing gas. Management says any discrepancies are investigated, including the possibility of bookkeeping issues.

Management spoke about taking the local road training programs and putting them into the VTTC. They said this would create savings by cutting out overhead and would take a good program and make it better by incorporating it into VTTC

Management spoke about the importance of honesty when mistakes are made/ disciplinary issues arise. Labor said Operations were doing better in going by Progressive Discipline and being reasonable as compared to other aspects of AOT. Labor stated they appreciate the Progressive Disciplinary process and this general reasonableness from Management. Both sides agreed that things are going generally well, but that no workplace will ever be a Utopia.

Management said they would also like Labor to help with making Employee of The Month nominations. Labor said they would keep this in mind, and forward names as are deserved. Labor said that in general they would spread the word about this.

Meeting Adjourned.

Over the past year AOT has made great strides in improving all aspects of the work we do. Your Labor/ Management Committee has come back with a new attitude after a lengthy break. The committee continues to stay positive and respectful of everyone's view. With this commitment we can have open and honest discussions about the issues we all face going forward.

We are currently looking to fill seats for Districts 1,2,3,4, and 7. If you work in one of these districts and you would like more information about this committee or have issues you would like to have discussed, please e-mail us. If you have suggestions for bargaining you may also contact us and we can pass those ideas along to the bargaining team. It is an honor and privilege to serve as the chair of this committee and represent you and your ideas. Thank you all for your hard work.

Jason Heath (Chair)
fyrfytr14@comcast.net
 District 5

Art Aulis (Vice Chair)
aaulis@myfairpoint.net
 District 9

Jerry Comstock (Recruitment & Retention)
Jerry.Comstock@state.vt.us

Central Garage
 Johnathan Leonard
jsleon@myfairpoint.net

Bridge Crew
 Brad Carriere
hpfsems1@yahoo.com
 District 8

Patrick Richard
Patrick.Richard@state.vt.us
 District 7

By: Jason Heath, Chair, District 5

Personnel Updates

New hires

D1 - **Ben Boyd**, TMW I, Readsboro Garage

D4 - **John “Jack” Holding**, Tech IV, White River; **Jeremy Johnson**, TMW III, Windsor Garage, and **Mike Morris**, TMW IV, White River

CG - **Ashley Brown**, MEM I, Berlin

Promotions

D4 - **Ryan Slack**, to TSMW, Rochester Garage; **Dave Lambert**, to TSMW, Randolph Garage; **Frank Benson**, TMW V, Roaylton Garage; **Allen brown**, TMW V, White River, and **Jason Brooker**, TMW IV, Windsor Garage.

Retirements

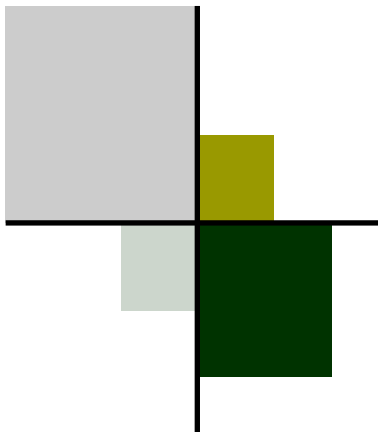
D3 - **Russell Coburn** retired on March, 31, 2014 with 13 years of service.

D4 - **Dennis Rhoades** retired February 21, 2014 with 36 years of service.

D5 - **David Barkyoub** retired October 31, 2013 with 29 years of service.

D8 - **Jack Blake** retired December 28, 2013 with 32 years of service.

HQ - **Craig Dusablou** retired on February 28, 2014 with 28 years of service



Years of Service

D1 **William Leach**, February 4, 2014 - 40 years
John Hurley, February 16, 2014 - 15 years

D2 **Brian LaBounty**, February 17, 2014 - 5 years
Lee Chapman, March 23, 2014 - 5 years

D3 **Robert Blair**, April 9, 2014 - 30 years

D4 **Allen Broun**, February 2, 2014 - 5 years
Kim Lewis, March 29, 2014 - 10 years
Robert Stanton, April 20, 2014 - 5 years

D5 **Jason Heath**, April 11, 2014 - 20 years

D6 **Lawrence Jacques**, January 26, 2014 - 10 years

D7 **Joseph Slaimen**, January 16, 2014 - 5 years
Peter Johnson, April 26, 2014 - 10 years

D8 **Scott Harvey**, January 26, 2014 - 5 years

D9 **Richard Gilbert**, February 22, 2014 - 20 years

HQ **Alec Portalupi**, January 3, 2014 - 25 years

VTTC **MaryAnn Borland**, February 1, 2014 - 15 years

CG **Jerry Comstock**, January 30, 2014 - 30 years



Together
Working ^ to get you there!

Operations Connection is on the web:
<http://www.aot.state.vt.us/maint/Operations.htm>
 January 1st; April 1st; July 1st, and October 1st

Questions/ Comments/ Suggestion
 Kim Persons, Administrative Services Section
kim.persons@state.vt.us

~ Postables ~

From: Rogers, Scott
 Sent: Friday, February 07, 2014 2:37 PM
 To: Blackmore, David; Patnoe, Ernie;
 Robtoy, Dwight

Big thanks to Ellen! Great job out there!!!

Begin forwarded message:
 From: "Curtis, Brent"
 <Brent.Curtis@state.vt.us>
 Date: February 7, 2014, 8:25:12 AM EST
 To: "Rogers, Scott"
 <Scott.Rogers@state.vt.us>, "Gammell,
 Wayne" <Wayne.Gammell@state.vt.us>
 Subject: This "Thank You" came in this
 morning on Face Book.

Wendy Cobb: Thank you to the lady driver who does the Bakersfield route in the morning, plows one side of the road way over so we can walk to school safely since there are no sidewalks. Always has a smile and a wave too.

Note: Tribute from Wendy Cobb to Ellen St. Marie, TMW VI out of the Enosburg/Montgomery Garage, District 8.

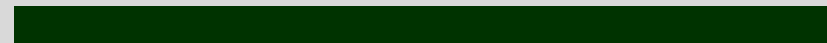
Paul Keegan merit award for Working above & beyond the call of duty, in all departmental aspects of technical service, updating the orange book for the sharepoint link, Paul creating a tracking sheet for the salt gradation.

Just about everybody who works at VTrans does public outreach at least part of the time, but there are a few people on staff who work on it just about it all of the time. Public Outreach Manager, Erik Filkorn and Outreach Coordinator, Brent Curtis. Erik is the guy you want to call when reporters turn up at the garage or you're looking for the right version of the VTrans logo. He's the guy who started all this Facebook business here and started the 511 Twitter feed that the team in the TOC is now taking the lead on. Sometimes he brings questions from the public. He prides himself on not knowing the answers but knowing how to find the answers—which usually come from you. When things are going just right, he gets the answers out before they ask the questions—kind of like pre-treating a road. And when we really need to get the word out, we have the voice of Brent Curtis hitting the airwaves, reporting on road conditions year round. They both like to know what you're doing—in a nice way. So keep those cards and letters and especially photos coming.



Above: Erik Filkorn Erik and the Public Outreach Section will bend over backwards to provide better traveler information.

By: Erik Filkorn, Public Outreach Manager



To: All VTrans Employees:

March 14, 2014

As this week draws to a close, the cleanup from Winter Storm "Vulcan" continues. I wanted to take this opportunity to extend congratulations to the Operations Division on behalf of all of us at VTrans for the terrific job they did keeping up with this storm. After all, it was the biggest storm (so far) of a very long winter with between 2 and 3 feet of snow in higher elevations and more than a foot in most other places.

The feedback from Vermonters, Governor Shumlin, the legislature and travelers in general has been overwhelmingly positive and I think the excellent reputation of the Agency of Transportation was polished even more by this terrific effort. Thanks to you all and now please get some rest!

Best,
 Brian
 Secretary of Transportation

Brian R Searles
 Secretary of Transportation
 Vermont Agency of Transportation
 One National Life Drive
 Montpelier, VT 05633-5001
 802-828-2657

Right: Director Scott Rogers presents Craig "Digi" Digiammarino, Ops Environmental Program Manager with his 10 years of service certificate.



Retirements:

CELEBRATE

Jack Blake retired in December from his position as a Motor Equipment Mechanic in the Northwest Region. We wish Jack the best as he enjoys his free time and the diversions of his choice.

Ken Valentine, CG
Superintendent

David Barkyoumb retired in October from his position of TMW VI, District 5. He had 29 years of service.

Dave was a very dependable and dedicated employee who took interest in his work and spent many hours maintaining the roadway system in District 5. Throughout his career he was recognized by his co-workers as a knowledgeable, dedicated employee who took interest in his job and work place.

David Blackmore, DTA D5 & 8

Russell (Joe) Coburn retired in March 2014 with thirteen and a half years of service.

We would like Joe to know that he will always have our appreciation and we thank him for his many years of excellent service.

Rob Faley, DTA D1 & 3

The Central Garage welcomes Ashley Brown to our Berlin Garage. Ashley joins us from Randolph Technical Center, where she studied Automotive Technology. Ashley served as a part-time temp at the CG for approximately a year prior to being offered a full-time position as a Motor Equipment Mechanic I in January.

Ken Valentine, CG Superintendent

I am pleased to share with you all that Dave Lambert from the Randolph Garage has been offered and has accepted the position of Senior Maintenance Worker. Dave is a highly motivated individual that brings much to his new position. Please help me in welcoming him to his new role. Congratulations Dave,

Jerold Kinney, TAMs

Hello All,

As our Agency continues its efforts relative to strategic planning with a focus on customer service, it has become apparent that we need to take a fresh look at how we can better manage traffic across the highway network. It is therefore my great pleasure to announce that Traffic Operations Engineer Amy Gamble has agreed to take on this challenge, and will be transitioning into her new role this week.

Under this new role, and for the next 6 to 12 months, Amy will report to Technical Services Engineer Alec Portalupi of the Operations Division. Her task will be to help us further define our objective of holistically managing traffic flow through all seasons, all projects (planned and unplanned), and all conditions, and providing up to date and accurate information to our customers. She will also be charged with helping us design and implement any organizational changes that will be necessary to meet this objective. Her first challenge will be oversight of the Agency's traffic management plan in the Waterbury area throughout the upcoming barrage of state and locally managed construction projects. In addition, she will continue to play a role in helping to keep things running smoothly with her existing team in PDD.

We're really looking forward to putting one of the Agency's brightest traffic engineering minds on one of the Agency's biggest traffic management challenges.

Please join us in congratulating Amy, and in thanking her for taking this great opportunity to effect some positive change in how we manage traffic in our State.

Sincerely,

Scott and Rich

VTrans Training Center Bulletin

Issue No. 13, April 1, 2014

Employee Development

Managing Under the Contract Part I

This one-day workshop will introduce participants to Diversity, Harassment, Discrimination - Personality Styles. The focus is on building skills in these areas to support continuous behavioral improvements to the overall workplace.

Course Dates: April 15, 2014 or April 17, 2014

Time: 8:00 to 3:30

Location: Vermont Technical College—Langevin House

Instructor: Greg Hessel, ReGeneration Resources

Audience: Mandatory for designated supervisors and managers & FOS participants. All employees are welcome to attend.

Cost: N/A

Managing Under the Contract Part II

This one-day workshop will introduce participants to the skills used to mediate through tough situations, learn and develop conflict management skills and explore the consequences when your supervisor is also your friend.

Course Dates: April 22, 2014

Time: 8:00 to 3:30

Location: Vermont Technical College—Langevin House

Instructor: Greg Hessel, ReGeneration Resources

Audience: Mandatory for designated supervisors and managers & FOS participants. All employees are welcome to attend.

Cost: N/A

Managing Under the Contract Part IV

This one-day workshop will examine the requirements, responsibilities and interplay between the Federal Family Medical Leave Act (FMLA), the Vermont Parental and Family Leave Act (PFLA), the Americans with Disabilities Act (ADA), the ADA Amendments Act (ADAAA) and Workers' Compensation.

Course Dates: April 23, 2014

Time: 9:00 to 3:30

Location: VTrans Training Center

Instructor: John Berard, DHR Labor Relations Specialist

Audience: Mandatory for designated supervisors and managers & FOS participants.

Cost: N/A

Education = future

- *Mandatory EEO Training for Supervisors and Managers must be completed by the end of Calendar Year 2014.*
- *Additional "Critical Contract Classes" must be completed by February 18, 2016, and may be found on Pages 1 & 2.*

VTTTC Staff

Managing Under the Contract Part III

This workshop focuses on Discipline, Corrective Action and Grievance Handling. It will examine substantive and procedural issues that can arise while administering the collective bargaining agreements. Grievances will be discussed, including the standards that apply to grievances, timeliness requirements, and principles of contract construction. Substantial time will be devoted to lesser disciplinary actions and dismissals. Due process considerations, such as right to union representation at a meeting that may lead to discipline and right to a pre-termination meeting, will also be discussed. Other topics of discussion include protected activities, discrimination claims in grievances, resignations, performance evaluations, just cause standards, layoffs, and overtime. VT Labor Relations Board (VLRB) case law, and court and arbitration decisions.

Course Dates: April 10*, 2014 (Note: *New Date)

Time: 9:00 to 3:30

Location: VTrans Training Center

Instructor: John Berard, DHR Labor Relations Specialist

Audience: Mandatory for designated supervisors and managers & FOS participants. All employees are welcome to attend.

Cost: N/A

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

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

To register, visit the VTrans website at: http://vtransoperations.vermont.gov/training_center Click on "Class Registration Form", complete your information including your supervisor / manager authorization signature and following the instruction

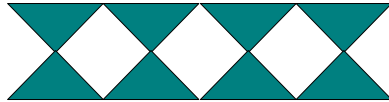


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VTrans Training Center Bulletin

Employee Development



Engaging Your Audience with Finesse

This two-day workshop is highly participative with attendees learning how to make several types of "real world" presentations. Individual critique is offered after each presentation, with positive aspects reinforced and options given for turning negatives into positives. Participants will learn how to portray a positive image during presentations; self evaluate; control nervousness; interact with audiences of different backgrounds; explore tools to adjust to audiences' needs; organize presentation content; explore the effectiveness of visual aids and group interaction; understand what the audience is telling you through their body language.

Course Dates: April 10, 2014 Day 1 and April 24, 2014 Day 2
Time: 8:30 to 3:15

Location: VTrans Training Center

Instructor: O'Shea Consulting

Audience: Employees expected to present trainings and supervisors, managers or project leaders involved with leading public meetings and/or interacting with the general public.

Cost: N/A

Mandatory EEO Training for Agency Supers. & Mngrs.

This training will review the EEO Policy Statement, the Affirmative Action Plan (AAP), federal and state laws relative to EEO, the administration of the Agency's EEO Program, policies, procedures, and manager and supervisor responsibilities relative to implementing the AAP.

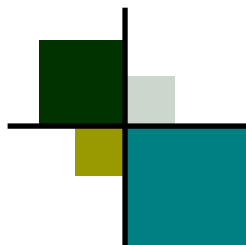
Course Dates: April 14, 2014, May 15, 2014 or June 19, 2014
Time: 9:00 to 2:30

Location: VTrans Training Center

Instructor: Civil Rights Staff

Audience: All designated managers and supervisors & FOS participants

Cost: N/A



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

Ethics

This half-day workshop will introduce participants to the tools needed to build strong ethical behavior in the workplace.

Course Dates: April 15, 2014 or May 20, 2014

Time: 8:30 to 12:00

Location: VTrans Training Center

Instructor: VTTC Instructor / Legal Division

Audience: Mandatory for designated supervisors and managers & FOS participants. All employees are welcome to attend.

Cost: N/A

Interviewing & Hiring for Success

This one-day workshop explains the State's hiring process and practice in detail. Course includes interviewing concepts necessary to identify and select qualified applicants, avoid legal pitfalls, learn skills for better interview preparation, learn effective interviewing techniques, streamline the decision-making process, and welcome the new employee.

Course Dates: April 2, 2014, May 13, 2014 or June 4, 2014

Time: 8:30 to 3:30

Location: VTrans Training Center

Instructor: Colleen Montague, EEO, Civil Rights

Audience: Mandatory for designated supervisors and managers. All employees who anticipate sitting on an interview panel & FOS participants

Cost: N/A

"Writing" the Performance Review

This one-day workshop teaches participants each step in completing the State's Performance Evaluation Report (AA-PER-6C) — completing the cover page, reviewing major job duties and expectations, writing supervisor's notes and setting goals for the next rating period. Participants will work in groups to examine sample performance evaluations and discuss how, or if, the overall rating in the samples are supported by the supervisors' comments.

Course Dates: April 8, 2014, May 6, 2014 or June 17, 2014

Time: 9:30 to 3:30

Location: VTTC

Facilitator: Chris McConnell, DHR Field Services Director

Audience: Mandatory for designated managers and supervisors & FOS participants. Available to employees seeking to promote into a supervisory role.

Cost: N/A



VTrans Training Center Bulletin

Defensive Driving

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

Class/Workshop Objectives:

- Uses proper driving skills.
- Obeys all applicable traffic regulations.

Course Date: Anytime

Location: Online Course

Instructor: <http://humanresources.vermont.gov/training/classroom/online>

Target Audience: All employee 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

Confined Space - Awareness

This workshop instructs to the OSHA confined space safety regulations for the entrant and attendant levels.

Course Dates: May 13, 2014

Time: 8:30 to 3:00

Location: VTrans Training Center

Instructor: Luke McCarthy, Project Work Safe

Cost: N/a

CDL Reasonable Suspicion Training

Reasonable Suspicion Testing is a procedure based on United States Laws and Federal Regulations directed at identifying employees by "personal observation" that are believed to be impaired and may be under the influence of a "controlled substance" (alcohol or drugs). This training teaches supervisors of Commercial Drivers License (CDL) operators how to observe behavior, appearance, conduct, etc. of employees suspect of being under the influence and how to remove the employee from safety sensitive duties and order a "Reasonable Suspicion Test."

Course Date: May 9, 2014

Time: 9:30 to 12:30

Location: VTrans Training Center

Instructor: Tom Trahant, VTTC & Wesley Davis, Occupational Drug Testing - Vendor / Representative

Audience: Supervisors of CDL Holders

Cost: N/A

Safety & Health

Fall Protection—Qualified

This is an interactive, multi-media, hands-on course to get participants involved in designing solutions for preventing falls and reducing fall risks in their workplace. Through use of lecture, discussions, hands-on demonstrations, case studies and design application activities, participants will learn to understand and apply principles, code, and standards to real-life fall protection situations.

Objectives:

- Applies the basic fall protection procedure
- Solve and resolve fall hazard situations
- Understand regulatory basis for fall protection
- Design and implement a fall protection job plan
- Use quantifiable techniques for appraising risk
- Understand rescue considerations
- Quantify maximum arresting forces
- Understand the physics of a fall
- Design anchor points for the attachment of personal fall arrest systems
- Design Horizontal/Vertical Lifeline and Rigid Rail fall arrest systems and their anchorages
- Supervise the installation and use of Horizontal/Vertical Lifeline and Rigid Rail fall arrest systems

Course Dates: April 9, 2014; April 16, 2014; April 23, 2014, or April 30, 2014

Time: 8:30 to 3:00

Location: VTrans Training Center

Instructor: Rob Gentle, VTTC S&H Project Mgr & Mike LaBounty, Bridge Work IV, District 6

Cost: N/a

1st Aid/ CPR/ AED Training

Given the large number of injuries and sudden illnesses that occur in the United States every year, it is possible that you might have to deal with an emergency situation someday. If you do, you should know who and when to call, what care to give and how to give that care until emergency medical help takes over.

Course Dates: April 9, 2014 or April 17, 2014

Time: 8:30 to 3:30

Location: VTrans Training Center

Instructor: Chris Emmons, Tech VI & Shane Morin, Tech IV - D9

Audience: All employees may attend

Cost: N/a

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



Continued on next page...



VTrans Training Center Bulletin

Safety & Health

Mine Safety and Health Admin. (MSHA)

The MSHA (Mine Safety & Health Administration) 8 hour refresher is a course designed to meet the needs of the mining community for the required MSHA annual training. Topics include: review of accidents, accident prevention, fall protection, transportation and ground controls and other topics as applicable and as time allows.

This inspection season, MSHA will be focusing on air and noise contamination. Learn as much as you can about these requirements and fix such hazards at your site. Also of interest has been the new Hazard Communication standard.

Other focuses for this year include the following areas, and tickets are being written in these areas:

56.9101 – Operating Speeds and Control of Equipment

56.12017 – Work on Power Circuits 56.14101 (a) – Brake Performance

56.14105 – Procedures During Repairs or Maintenance

56.14130 (g) & 56.1413 (a) – Seat Belt Use

56.14205 – Machinery, Equipment, & Tools Used Beyond Design 56.14207 – Parking Procedures for Unattended Equipment 56.15005 – Safety Belts and Lines 56.16002 – Bins, Hoppers, Silos, Tanks and Surge Piles

Mine Safety and Health Admin. (MSHA) REFRESHER

Course Date: May 29, 2014

Time: 8:00 to 4:00

Location: NERSA,
1 Graves Street,
Montpelier, VT 05602,

Instructor: AGC - VT

Contact: Debbie Armstrong (802) 223-2374

E-mail: debbie@agcvt.org

Register for this class: http://www.agcvt.org/ai1ec_event/msha-refresher-2-2-5/?instance_id=

Cost: \$99.00 paid by district

Electrical Safety

Class/Workshop Objectives:

- Performs electrical hazard inspections, based on check-list.

Course Date: April 8, 2014

Time: 9:00 to 12:00

Location: VTrans Training Center

Instructor: Kevin Lacoss, AOT Occupational Safety Technician

Audience: Safety Specialist

Cost: N/A

Securing & Transporting Loads

To transport heavy equipment from one location to another, you have to secure it in the proper manner. When you adhere to the rules the Federal Motor Carrier Safety Administration (FMCSA) sets, you can move the various items under your care in the safest way.

Course Date: May 7, 2014

Time: 9:00 to 11:30 or 12:00 to 3:00

Location: VTrans Training Center

Instructor: Derek Fenby, DMV Enforcement

Audience: CDL Operators

Cost: N/A



Message from the Director

(From Page 1)

Facial hair regulations: Modeled after the New York Yankees, we will no longer allow our workforce to have facial hair of any kind other than a short, closely trimmed mustache. In addition, long hair will not be allowed. If your hair extends more than 3” beyond the bottom of your VTrans baseball cap, it must be trimmed. This is in keeping with the high standards of professionalism set by the Yankees. With so many world championships under their belt, this “no facial hair policy” must be the reason. We are also considering putting pinstripes on our reflective vests and teeshirts.

BY NOW, I HOPE YOU CAN TELL I’M JOKING. (Especially about the facial hair piece, as I’m a diehard Red Sox fan.) This is my first ‘Director’s message’ to fall on an April Fool’s Day and I wanted to make the most of it. I hope I got a few laughs. After the winter we’ve had, I figured you could use a chuckle.

So on a serious note, as you all know it’s been a heck of a long winter. My hat is off to our maintenance crews who battled Mother Nature for many months. For those who are curious, it was a record winter in a number of ways. Our winter maintenance expenditures though today (April 1st) are the highest in our history. Our first winter event was on October 24th, and it seems to have been unusually cold ever since. From November 9th to March 30th there were only two (2) weekends without a winter event. Of the State Holidays involved, we had winter events on Veteran’s Day, Thanksgiving, New Year’s Day, Martin Luther King Day and Town Meeting Day. And let’s not forget the December 23rd ice storm, which impacted the Christmas holiday for many Vermonters including our crews who had to work many long hours away from their families.

I will add my voice to the thousands of voices I heard this season, thanking our workforce for doing what they do, and for doing it better than anybody. I know it’s been a long winter, and I hope we have an uneventful spring.

Be safe,
Scott



Above: Snowplow Training Day 2013