



On-the-Job Training Supportive Services (OJT/SS)
Employment Diversity in Highway Construction
Quarterly Report
December 31, 2018

The VTTrans Office of Civil Rights & Labor Compliance is delighted to provide the first quarterly report for FY19. This year we will continue to provide excellent workforce training programs and supportive services, focusing our efforts on meeting the following goals:

1. EDHC programs will help individuals who are under-represented in the industry gain skills and build careers in highway construction and transportation.
 - a. On-the-Job Training (OJT) candidates will be prepared for their training and get the support they need to succeed.
 - b. At least 75% of OJT graduates will continue to work in the industry after completing their training.
 - c. At least 75% of CDL Funding participants who start training at one of the five Commercial Driver Training Schools in Vermont will complete the course within a year of earning their CDL permit.
 - d. At least 75% of the Training Subsidy participants will complete the industry related training they enroll in.
 - e. The EDHC program will see an increase in participants availing themselves to more than one EDHC opportunity in order to build their careers.
2. EDHC programs will target outreach, recruitment and marketing efforts towards under-represented populations.
 - a. Civil Rights staff will participate in at least 30 outreach, recruitment and marketing activities that reach under-represented populations.
 - b. Civil Rights staff will participate in annual events that are attended by under-represented populations like Women Can Do!, Women's Economic Opportunities Conference and Vermont Vision for a Multicultural Future Conference.
 - c. Civil Rights staff will have regular contact with organizations serving/representing under-represented populations to inform them about EDHC opportunities.
3. EDHC programs will engage in meaningful partnerships with industry and other stakeholders.
 - a. The OJT Manager will provide resources and other support to contractors participating in the OJT program.
 - b. Civil Rights staff will offer Equal Employment Opportunity training and technical assistance to the construction firms we contract with on federal highway projects.
 - c. Civil Rights staff will develop new and maintain current partnerships with the Vermont Department of Labor, professional trade associations, educational institutions and other organizations serving/representing under-represented populations.
4. The EDHC programs will deliver value for the federal funds provided by engaging in continuous improvement.
 - a. EDHC staff will conduct ongoing needs assessment activities to determine the needs of program stakeholders.

- b. EDHC staff will conduct regular program evaluation activities to assess the impact of the programs.
- c. EDHC staff will use data from needs assessment and evaluation activities to make improvements to the programs.

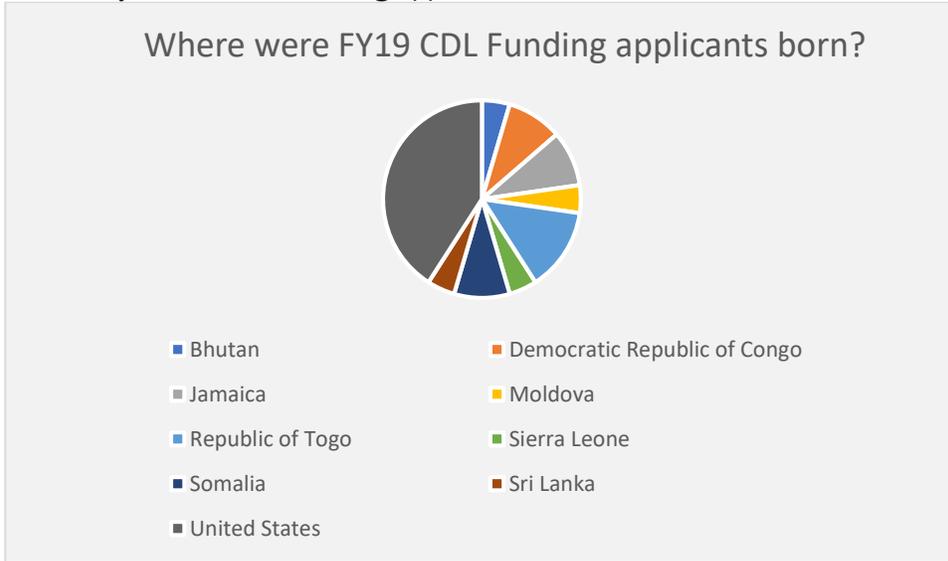
The following illustrates some of the ways we made progress towards reaching these goals during the first quarter:

- The Bridge Construction Trainee on the [Danby BF 0130\(3\)](#) project with Cold River Bridges and the Traffic Coordinator 2 Trainee on the [Bennington NH 2966\(1\)](#) [Bennington STP 2973\(1\)](#) paving project with Peckham Road Corp. completed the OJT program. Both continued to work for the contractors who trained them in the classification they were trained in. The Bridge Construction Laborer trainee on the [North Hero-Grand Isle BHF 028-1\(26\)](#) drawbridge project is due to complete his program in January.
- During the slow- and off-seasons (Oct. - April), EDHC makes funds available to help participants prepare for or advance their careers in highway construction. Training subsidies typically cover all but \$25 of the tuition cost. Participants have an opportunity to attend courses like welding, carpentry, chainsaw skills, OSHA, flagging and other industry related training. We partner with Career & Training Center Adult Education Programs, Vermont Technical College, Associated General Contractors of Vermont and other industry workforce training centers. Click on the months below to view the EDHC newsletters:
 - [October](#)
 - [November](#)
 - [December](#)

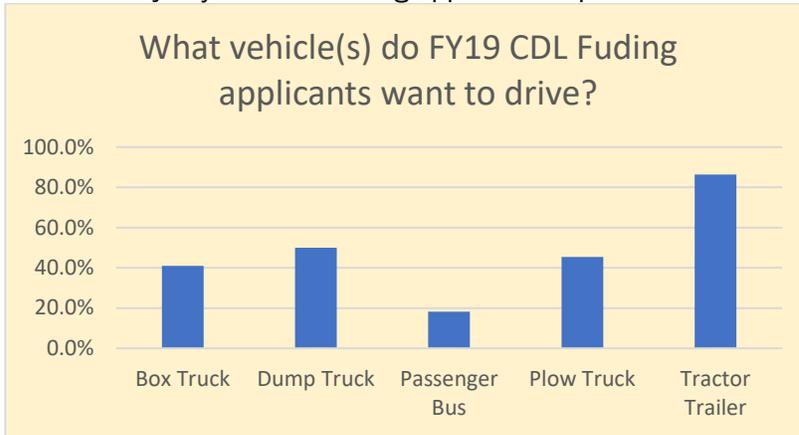
The three trainings approved for EDHC subsidies in the first quarter included [Qualified Signal Person and Basic Rigging](#) through New England Crane School and two courses offered through the Green Mountain Technology & Career Center in Hyde Park - Introduction to Welding and [Game of Logging](#),

- We continued to offer subsidies to OJT graduates that will help them earn industry recognized, “stackable” credentials. Vermont Technical College is offering a [Welding AWS Certification](#) course starting in January and two OJT graduates expressed interest, paid \$50 towards the tuition fee and made a commitment to attend all of the classes.
- The CDL Funding Program is off to a great start. We approved 22 funding applications and out of the seven who started the training, five earned their permit, one earned a permit and a CDL-A license (in under three months!), and one had to drop out of the course because she moved out of state. Six applicants are due to start the course in the second quarter and nine applicants did not end up enrolling in a Commercial Driving School. The charts found on the next page illustrate some of the demographics of the FY19 applicants:

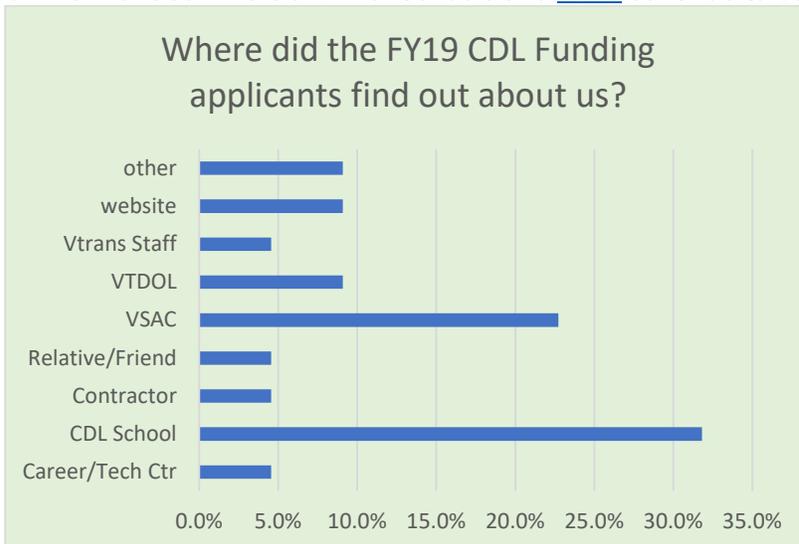
- Nearly 60% of CDL Funding applicants were born outside of the United States



- The majority of CDL Funding applicants expressed interest in driving tractor trailer



- Vermont Commercial Driver Schools and [VSAC](#) continue to be our best referral sources



- Meanwhile, FY18 CDL Funding applicants continue to make progress in the first quarter of FY19. Seven trainees earned their permit and seven trainees earned their license, six of them within a year of earning their permit.
- EDHC program staff developed survey tools for collecting data on what our past CDL funding participants are doing with their credential. We want to know if they are currently working as drivers, how long it took them to find work after earning their credential, what type of vehicle(s) they have been driving and other career-related questions. We plan to collect and analyze the data next quarter.
- Civil Rights and other VTrans staff participated in the 20th Annual [Women Can Do!](#) Conference at Vermont Technical College in Randolph. With over 500 Vermont female high school and tech school students in attendance, the campus was full of young energetic women exploring some amazing career options, particularly in the skilled trades and STEM (science, technology, engineering, and math) fields. Vermont Works for Women coordinated 28 hands-on workshops and two of them, *In Bridge we Trussed* and *Digging in the Dirt* were facilitated by VTrans employees.
- Civil Rights staff were joined by Agency leadership, FHWA, and staff from the Maintenance Operations Bureau (MOB) in representing AOT at the [22nd Annual Women's Economic Opportunity Conference](#) held at VTC in Randolph. This day-long event centers around opportunities for women to build on their career and professional goals, and this year's event included a wide variety of workshops and approximately 300 enthusiastic attendees. We were pleased to offer a workshop "Hard-Hatted Women", that showcased careers in highway construction and transportation maintenance. VTrans staff were also included in a VT Digger story to promote the conference, which included data on our progress in bringing more women into the highway construction industry, with the support of FHWA. Click [here](#) to read the story.
- Lori Valburn, Civil Rights & Labor Compliance Chief, served on a team representing VTrans along with Wayne Gammell, the Finance & Administration Director, and Ernie Patnoe, the VTrans Maintenance Transportation Administrator at the 7th Annual [Vermont Vision for a Multicultural Future Conference](#). For the fifth consecutive year, VTrans was a sponsor and one of several state agencies/departments participating in this conference organized by the Vermont Partnership for Fairness & Diversity. There were some excellent networking opportunities, particularly during the Day Two peer led workshops, which included a workshop the VTrans team facilitated on "Changing the Culture in State Government". They also had the chance to forge new program partnerships with conference attendees from a wide variety of organizations around the state, including the public and private sectors, academic institutions, non-profits, and faith-based.
- AOT participated in the following outreach events and activities this quarter
 - University of Vermont Job & Internship Fair
 - Vermont Tech Fall Internship and Career Fair
 - CTE Career Exploration presentation
 - Norwich University Fall Career Fair
 - Vermont Department of Labor's Veterans and Community Job Fair