



Cross Training School

December 8-10, 2015

MMUA Training Center, Marshall

Minnesota Municipal Utilities Association

Minnesota Municipal Utilities Association

3025 Harbor Lane North
Suite 400
Plymouth, MN 55447

Phone: 763-551-1230
Fax: 763-551-0459
www.mmua.org

The very nature of public power requires an ability to respond 24-7 and having a cross-trained pool of employees can help ensure you have sufficient numbers of trained personnel to perform necessary work, in a cost-effective manner.

The goal of our Cross Training School is to create a competent ground person who will be able to recognize tools, equipment and hazards to help keep the lineworker safe and efficient. The program was developed for the purpose of providing a basic—yet thorough—skills training, so that everyone who participates will leave with a solid foundation from which to build.

Training Center Mission: *To promote, perform, and enhance safe work environments in our municipal utilities, with the willingness to learn and pass on the passion of the craft.*



2015 Cross Training School

Who Should Attend

This Cross Training program provides training for the “lay”, non-lineworker personnel who may, at times be called into service to work alongside a qualified lineworker (after hours or in emergency for example). Regardless of the lay employee’s role, it is crucial that they be sufficiently trained in the basics.

This program excels by providing every student enrolled with a comprehensive training of the basics. The course topics are varied and our experienced instructors incorporate training of safety and best practices in commonly experienced situations. Every effort has been made to make this program as applicable as possible for the ever-growing field of power distribution.

Topics Covered

All topics are taught at a basic level. They include:

- Introduction to Powerline Training
- Personal and Job Safety
- Basic Electrical Theory
- Overhead & Underground Construction
- Grounding, Rope, Rigging
- Meters & Meter Safety
- Distribution Transformers & Equipment
- Troubleshooting (Primary & Secondary)
- Basic Chainsaw Safety
- Generator Backfeed Precautions

What to Bring

Class attendees will be required to bring their own personal protective equipment. Each attendee should bring:

- Hard Hat
- Safety Glasses
- Leather Work Gloves
- Basic Hand Tools (underground kit, hammer, screwdriver, Klien wire cutter, 10 channel locks pliers, skinning knife, adjustable wrench, tape measure)
- Notebook and Pen/Pencil

Schedule

Tuesday, December 8

12:00-1:00	Registration
1:00	Welcome & Cover Rules Pete Wyffels & Al Czczok
1:15-4:00	Hazard Recognition

Wednesday, December 9

8:30-10:00	Safety in Overhead & Underground Lines
10:15-11:00	How Electricity is Made; How it Works
11:00-12:00	Transformers: How They Work URD, Overhead Lines Meters
12:00-1:00	Lunch served at Training Center
1:00-2:30	Build Overhead Lines
2:45-4:00	Elbows, Terminations, Splices

Thursday, December 10

8:30-10:00	Locate & Isolate Faults on URD
10:15-12:00	Loop & Radial Feeds
12:00	Adjourn

Certificates

A certificate of achievement will be provided showing the hours of attendance acquired.

Mark your calendars for
MMUA / MREA / APPA Meter School
February 16 - 19, 2016

2015 Cross Training School

MMUA Registration Information

Registration Fees

Members

\$440 per student on or before November 24, 2015.

Non-Members

\$690 per student on or before November 24, 2015.

NOTE: All registration fees will increase \$50 on November 25, 2015.

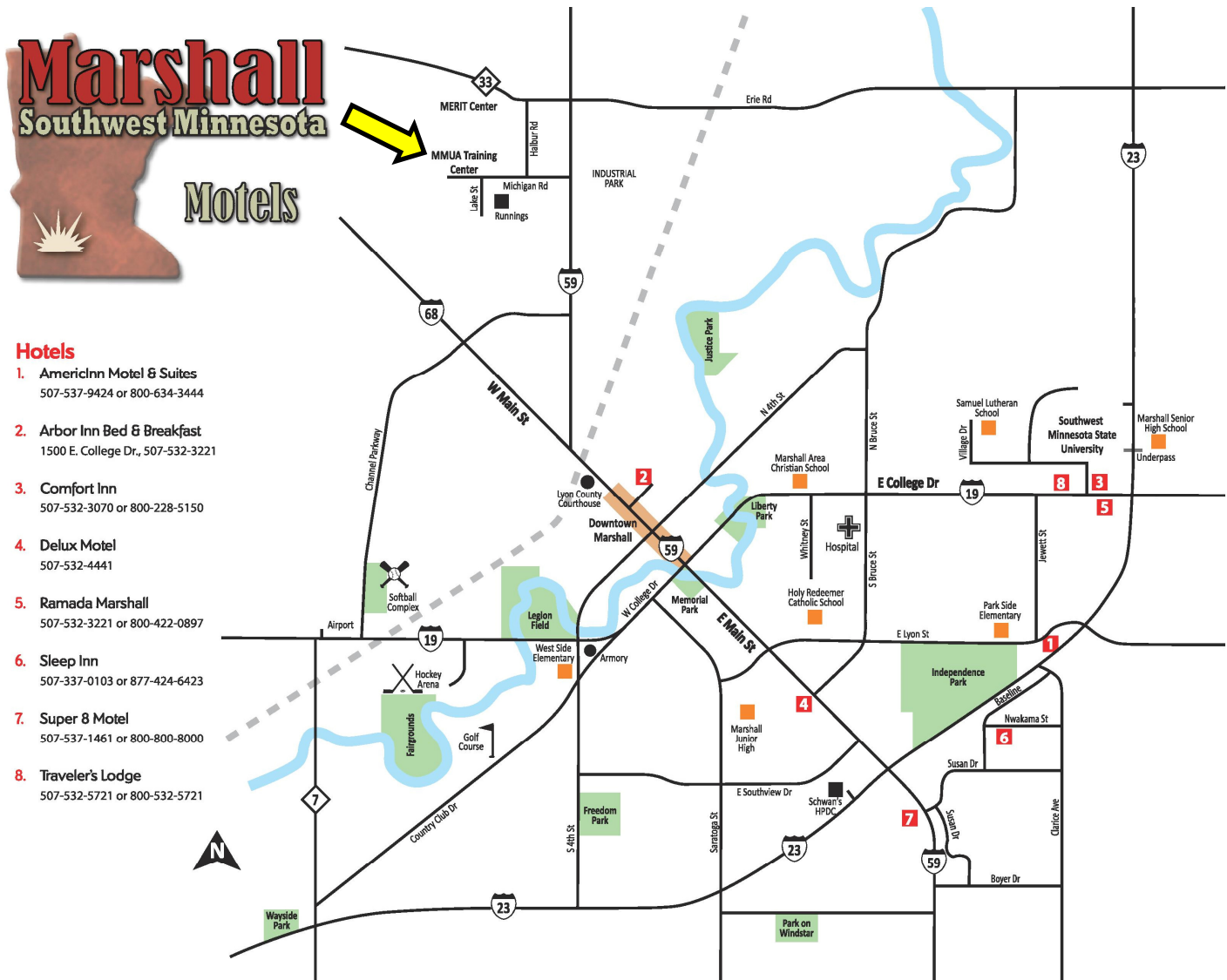
Registration fee includes workshop tuition, materials, Wednesday lunch, refreshment breaks and a certificate of achievement.

Cancellations / Refunds

MMUA charges a \$25 processing fee/person for registrations cancelled on/by November 24, 2015. MMUA must be notified by 4:30 pm on November 24, 2015 to qualify. Sorry, no refunds issued for cancellations after November 24.

Hotel / Motel Information - Marshall, MN

AmericInn and Ramada offer special pricing for participants. Just ask for MMUA's reduced rate when making your reservation. (Note: Yellow arrow indicates location of MMUA Training Center.)



2015 Cross Training School

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Dates: December 8-10, 2015

Location: MMUA Training Center
1004 Michigan Road
Marshall, MN 56258



Minnesota Municipal Utilities Association
3025 Harbor Ln N #400, Plymouth, MN 55447
Phone 763-551-1230 / Fax 763-551-0459
www.mmua.org

Attendee Information

Name (1): _____

Email: _____

Name (2): _____

Email: _____

Name (3): _____

Email: _____

Name (4): _____

Email: _____

Utility: _____

Address: _____

City: _____

State/Zip: _____

Main Contact: _____

Email: _____

Phone: _____

Registration Fees

On/before November 24, 2015:

- Member Rate - \$440 per person
- Non-Member Rate - \$690 per person

Note: On November 25, registration fees increase \$50/person.

Total Due \$ _____

Payment

- ☐ Check Payable to MMUA
- ☐ Bill Utility/Company
- ☐ Purchase order _____
- ☐ Credit Card
- ☐ Visa ☐ MasterCard ☐ Discover

Name as it Appears on Card

Cardholder's Signature

Credit Card Number

Expiration Date

Card Code on Back

REFUND: MMUA will issue a refund (less \$25 processing fee per person) provided MMUA is notified of the cancellation by 4:30 pm on November 24. *Sorry, no refunds after November 24.*

PHOTOGRAPHS: By registering for this conference, I, the attendee named above, authorize Minnesota Municipal Utilities Association (MMUA) to photograph me at this event and use such photographs in MMUA marketing materials (both electronic and print). I understand that I will not be paid for giving this consent.

QUESTIONS: Please contact Theresa Neddermeyer by email tneddermeyer@mmua.org or phone 763-746-0713.

**Registering
Is Easy!**

Register online: www.mmua.org/event/cross-training-2015

Register by mail: Minnesota Municipal Utilities Association
3025 Harbor Lane North, Suite 400
Plymouth, MN 55447-5142

Register by email: tneddermeyer@mmua.org

Register by phone: 763-551-1230

Register by fax: 763-551-0459

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Nov. 24**