



Minnesota Municipal Utilities Association

Cross Training School

October 17-19, 2017

**Location: MMUA Training Center,
Marshall, MN**



Class, Registration and Lodging Information

2017 Cross Training School - At A Glance

Who Should Attend?

Cross Training is intended for the non-lineworker employee who may, at times, be called into service to work alongside a qualified lineworker due to an outage or other emergency. Regardless of the lay employee's role, it is crucial that they be sufficiently trained.



Cross Training provides fundamental “basic training” for utility personnel. Participants can increase their knowledge of lineworker tools/equipment, broaden their understanding of electricity and the hazards, and increase confidence in their ability to assist.

Our qualified instructors, Cody Raveling and Mike Taylor of the MMUA safety staff, excel at incorporating safety and best practices into the hands-on training, which simulates commonly experienced situations. Additionally, we make every effort to ensure this program is applicable to the diverse group of participants, so that each leaves with a solid foundation to build upon.

Training To Be Covered

All topics are taught at a basic level, including:

- 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
- Bucket Truck Operation



Schedule

Tuesday, October 17

- | | |
|------------|---|
| 12:00-1:00 | Registration |
| 1:00 | Welcome & Cover Rules
<i>Cody Raveling & Mike Taylor, MMUA</i> |
| 1:15-4:00 | Hazard Recognition |

Wednesday, October 18

- | | |
|-------------|--|
| 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, Underground, Overhead Lines, Meters |
| 12:00-1:00 | Lunch served at Training Center |
| 1:00-2:30 | Bucket Truck Operation |
| 2:45-4:00 | Elbows, Terminations, Splices |

Thursday, October 19

- | | |
|-------------|--|
| 8:30-10:00 | Locate & Isolate Faults on Underground Lines |
| 10:15-12:00 | Loop & Radial Feeds |

What Do I Need To Bring?

Each participant is required to bring personal protective equipment (PPE) and something to take notes with:

- High Visibility Vest
- Work Boots
- Hard Hat
- Safety Glasses
- Leather Work Gloves
- Notebook and Pen/Pencil

Cross Training School - Registration and Hotel Information

Registration Information

Registration Fees (by September 18, 2017)

Members

\$440 per person

Non-Members

\$690 per person

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

NOTE: All registration fees increase \$50 on Sept. 19, 2017.

Registration deadline: September 29, 2017.

Cancellations/Refunds

MMUA charges a \$25 processing fee/person for registrations cancelled on/by September 29, 2017. MMUA must be notified by 4:30 pm on Sept. 29 to qualify for a refund.

Sorry, no refunds issued for cancellations after Sept. 29.

Certificate of Achievement

Attendees earn a certificate of achievement for their participation. Watch for an email notification from MMUA with the certificate, upon completion of the course.

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.)

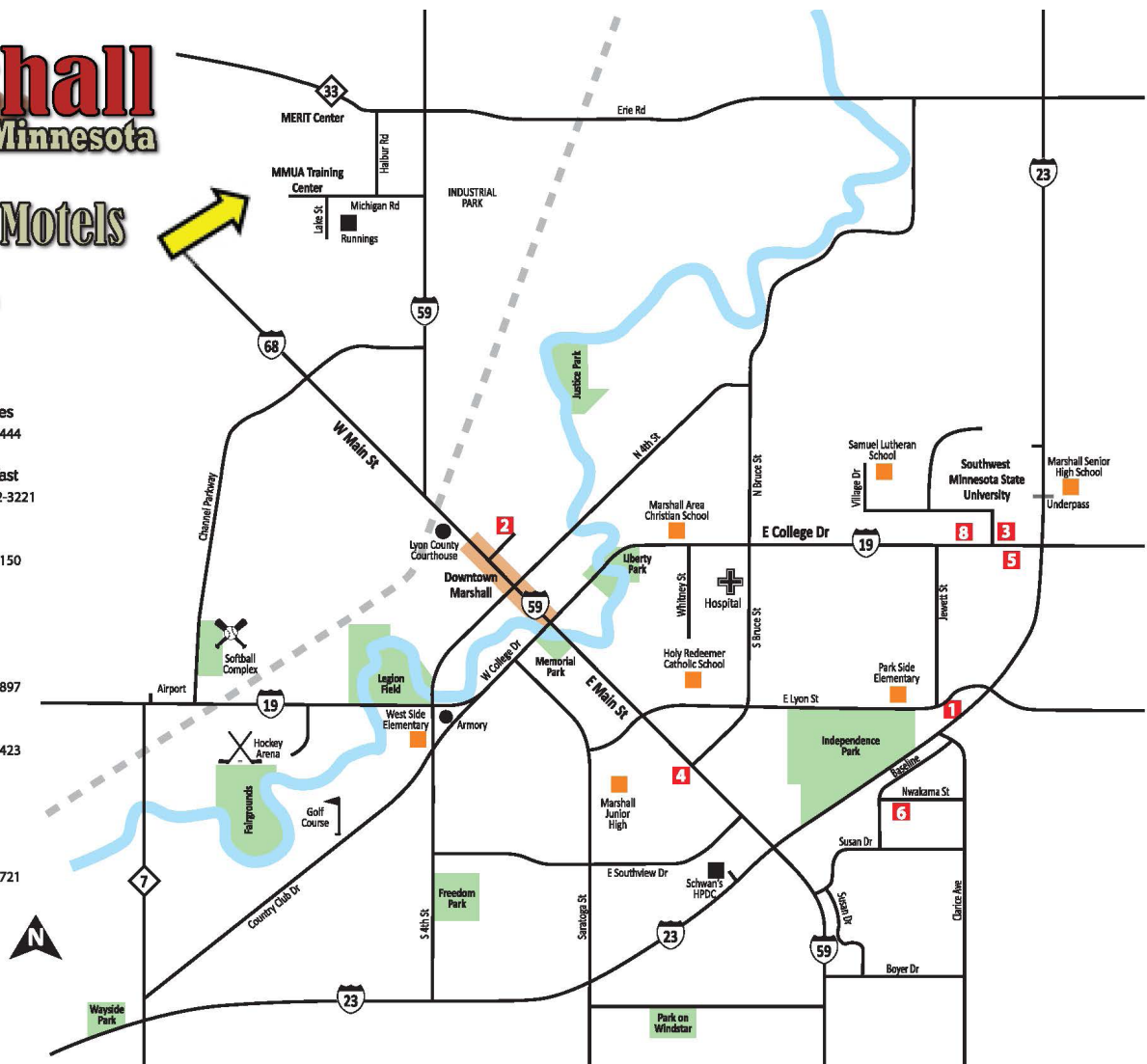
Marshall

Southwest Minnesota

Motels

Hotels

1. **AmericInn Motel & Suites**
507-537-9424 or 800-634-3444
2. **Arbor Inn Bed & Breakfast**
1500 E. College Dr., 507-532-3221
3. **Comfort Inn**
507-532-3070 or 800-228-5150
4. **Delux Motel**
507-532-4441
5. **Ramada Marshall**
507-532-3221 or 800-422-0897
6. **Sleep Inn**
507-337-0103 or 877-424-6423
8. **Traveler's Lodge**
507-532-5721 or 800-532-5721



2017 Cross Training School Registration Form

4420.01

October 17-19, 2017

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

Attendee Information

Name: _____

Email: _____

(2) Name: _____

Email: _____

(3) Name: _____

Email: _____

(4) Name: _____

Email: _____

Utility/Company Information

Utility: _____

Address: _____

City: _____

State/Zip: _____

Primary Contact: _____

Email: _____

Phone: _____

PHOTOGRAPHS: By registering for this school, 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? Contact Theresa Neddermeyer at 763-551-1230.

Calculate Total Due

Registration Fee (by September 18)

Member - \$440 Qty. _____

Non-member - \$690 Qty. _____

All fees increase \$50 per person on September 19.

Deadline to register: September 29.

TOTAL DUE \$ _____

Payment Options

- 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 September. 29. Sorry, no refunds after Sept. 29.

Register Today!

On line: www.mmua.org/event/cross-training-2017

By mail: MMUA
3025 Harbor Lane N., #400
Plymouth, MN 55447-5142

By email: tneddermeyer@mmua.org

By fax: 763-551-0459

Registration
Deadline:
September 29