

Substation School

April 4–6, 2023



**Location:
Arrowwood Lodge at Brainerd Lakes
Baxter, MN**

2023 Substation School Overview

This school can benefit anyone who works in a substation environment or those interested in learning more.

In addition to classroom instruction on a variety of substation-related topics, participants will also go behind the scenes and tour two Brainerd Public Utilities facilities.



April 4—Tuesday

Substation maintenance and inspections

Proper operation and maintenance of your substation is key to sustaining the heartbeat of your power distribution system and ensuring reliability to your customer base. Paul will cover the industry's best practices on a variety of operational concepts and maintenance issues.

April 5—Wednesday

Your substation: knowing what you have

There are many different components and systems integral to the workings of a substation. Knowing what they are and what they do is vitally important as it relates to safely operating substations. Increase your understanding of the major systems and their associated components typically found in your substations.

Proper switching techniques

When writing and performing switching orders, either with transmission or distribution, it is critical you know what you're dealing with in all aspects; especially if it involves your substations. Participants will gain a better understanding of the steps that need to be taken, within your substation, when dealing with switching procedures.

Tours

We will tour two Brainerd Public Utilities facilities: Oak Ridge Substation and the Hydro Dam. Tours will be led by the operators of the respective facilities.

April 6—Thursday

Arc flash hazards in the substation

When a fault arcs, there is a rapid release of energy—an arc flash. This can result in a fiery explosion, releasing shrapnel with devastating and potentially deadly consequences. Understanding your facilities and equipment is critical in order to mitigate hazards and to ensure you properly select and utilize personal protective equipment (PPE).

The nuts and bolts of a substation

Presented from a lineman's perspective, participants fully engage during this in-depth demonstration of tools, hardware, and SCADA systems.

Schedule

Tuesday, April 4

12:00-1:00	Registration/check-in
1:00-4:00	Substation maintenance and inspections

Wednesday, April 5

8:30-10:00	Your substation: knowing what you have
10:15-11:45	Proper switching techniques
11:45-12:00	Safety briefing for tours
12:00-1:00	Lunch
1:00-4:00	Tours: Oak Ridge Substation Hydro Dam

Thursday, April 6

8:30-10:00	Arc flash hazards in the substation
10:00-12:00	The nuts and bolts of a substation

Schedule subject to change.

What to bring

Because some of the training will take place outside of the classroom, participants must have the proper PPE for tours, including:

- High-visibility Clothing
- Hard Hat
- Safety Glasses
- Safety Footwear

Hotel information

Arrowwood Lodge at Brainerd Lakes
6967 Lake Forest Road
Baxter, MN 56425
Phone: 218-822-5634

MMUA has negotiated reduced room rates at the Arrowwood Lodge. Rates start at \$114 per night, plus tax. To obtain MMUA's reduced rate, please call Arrowwood Lodge directly and mention "MN Municipal Utilities Association." We recommend you make your reservation as soon as possible, as availability is limited and cannot be guaranteed.

The reduced rate expires on March 14.

Date: April 4–6, 2023

Location: Arrowwood Lodge at Brainerd Lakes
6967 Lake Forest Road
Baxter, MN 56425
218-822-5634

Attendee Information

Name: _____

Email: _____

(2) Name: _____

Email: _____

(3) Name: _____

Email: _____

(4) Name: _____

Email: _____

Utility/Co. _____

Address: _____

Primary Contact: _____

Email: _____

Phone: _____

PHOTOGRAPHS: By registering for this conference, I, the attendee(s) 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 by email at tneddermeyer@mmua.org or call 763-551-1230.

Registration Fee (by March 3)

- Member - \$515 per person
- Non-Member - \$690 per person

NOTE: Registration fees increase \$50 per person on March 4.

Deadline to register: March 14.

Registration Fee: \$ _____

x Number of Attendees: _____

Total Due \$ _____

Payment Options

Check Payable to MMUA

Bill Utility/Company

Purchase order _____

Credit Card*

Visa MasterCard Discover

*If you would like to pay by credit card, please contact our office at 763-551-1230.

Or if you prefer that we contact you, please indicate the phone number that we should contact you at:

REFUND: MMUA will issue a refund (less \$35 processing fee per person) provided MMUA is notified of the cancellation by 4:30 p.m. on March 14. *Sorry, no refunds after March 14, 2023.*

Registering
is Easy!

Online: www.mmua.org/event/substation-2023

Email: tneddermeyer@mmua.org

Fax: 763-551-0459

Reg. fee
increases
\$50
on March 4