



Associated General Contractors of Iowa

Training Calendar

2010

Training Calendar 2010

Course Schedule

January 2010

Stepping Up to Supervisor

January 28

February 2010

STP - Unit 2 (Not covered by IDOT Funds)

February 1 & 2

STP - Unit 7 (Not covered by IDOT Funds)

February 8 & 9

Plan Reading/Staking & Surveying

February 10

STP Unit 10 (Not covered under IDOT Funds)

February 17 & 18

Bridge/Culvert Carpentry

February 22-24

Truck Driver Refresher

February 23

March 2010

Defensive Driving (Not covered by IDOT Funds)

March 4

Competent Person

March 10

Welding Refresher

March 15, 16 & 17

OSHA 10 Hour

March 17

AWS Certification

March 18 & 19

NCCCCO Prep Course & Certification

March 15-19

Heavy Equipment Operator

March 29, 30 & 31

Personal Effectiveness Class (Not covered by IDOT Funds)

Various Offerings throughout state

Dates to Be Determined

Per Request of Contractor

Toolbox Integration course for Hispanic workers and American supervisors (TICHA)

Crane Inspection & Certification

Personal Effectiveness (Not covered by IDOT Funds)

*Note – The prices listed for the classes are member prices only. Non-member training is an additional 20%.

In-House Training:

AGCI offers a number of classes around the state, but often companies have enough people interested and would like to hold a class as an in-house program. The minimum and maximum number of students required to hold a class depends on the class being offered. Any member can host an in-house class or join with another member in the area to hold classes. These can be classes that are currently being offered or they can be new classes that have never been offered. If you have questions or are interested in training in-house, please feel free to contact AGCI and we will work with you.

For questions or to register for Training please contact:

Associated General Contractors of Iowa

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Director of Education

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*****If you want to use money from the IDOT general pool funds. Money must be requested before the class is offered**

Stepping Up to Supervisor

Date/Location: January 28

Location: Des Moines

Cost: \$225

Time: 8:00 a.m. – 5:00 p.m.

Instructor: David Dickinson, Vice-President of Dickinson Co., Inc.

Target Audience: Field employees, foreman or anyone getting ready to move to a supervisory position

This course is for new supervisors, leadmen, journeymen, and future foreman. Participants will gain new supervisory techniques and skills in three important areas: meeting the challenge and what it means to be a supervisor, fitting four basic fundamentals into your style and dealing with 15 special situations. Each participant will receive their own Stepping Up to Supervisor book and a free pocket checklist – a laminated, fold-up card with 22 key checklists that summarize the ideas, techniques, and skills presented in the workshop plus other important topics from the books.

Class size: Maximum 35
 Minimum 10

Unit 2 – Oral and Written Communication

STP – Supervisory Training Program (not covered by IDOT funds)

Date: February 1 & 2

Location: Iowa Motor Truck Association, 717 E. Court, Des Moines

Cost: \$250

Time: 8:00 a.m. – 5:00 p.m.

Instructor: Dave Dickinson, Dickinson Co. Inc.

Target Audience: Project supervisors, project managers, estimators, controllers, owners or anyone wanting to improve the construction supervisor's ability to lead and motivate others.

- Effective Communication
- Supervisors as effective communicators
- Learn to listen
- Carrying on conversations
- Persuasion, negotiation and confrontation
- Communicate with your crew
- Put it in writing
- Meetings that work
- Electronic communication
- Improving communication

Class size: Minimum 8

Unit 7 – Accident Prevention and Loss control

STP – Supervisory Training Program (not covered by IDOT funds)

Date: February 8 & 9

Location: EFCO, Des Moines

Cost: \$250

Time: 8:00 a.m. – 5:00 p.m.

Instructor: Dave Dickinson, Dickinson Co. Inc.

Target Audience: Project supervisors, foreman, project managers and anyone that may be moving into a supervisory position

- Introduction to site safety and health management
- Safety leadership, motivation and empowerment
- Planning for site safety
- Site safety management
- Site security and protection
- Multi-employer safety
- Construction risk management
- Safety and Human Resources
- Regulatory procedures, record keeping and documents
- Using and understanding reference material and advisory resources

Class size: Minimum 8

Newly Revised!

Plan Reading/Staking and Surveying

Date: February 10

Location: AGC of Iowa Offices – Des Moines

Cost: \$275

Time: 8:00 a.m. – 5:00 p.m.

Instructor: Aaron West and Bud Krcilek of JFSCO Engineering, PC

Target Audience: Field employees, office staff or anyone wanting to gain a basic understanding of plan reading/staking and surveying

This course is a comprehensive introduction to engineering plan reading and an interpretation of surveying stakes. There will also be an introduction to the basic fundamentals of theodolites, total stations and leveling procedures. Participants will gain both classroom and hands-on experience.

Class size: Maximum 20
Minimum 8

Unit 10 – General and Specialty Contractor Dynamics

Date: February 17 & 18

Location: EFCO, Des Moines

Cost: \$250

Time: 8:00 a.m. – 5:00 p.m.

Instructor: Dave Dickinson, Dickinson Co. Inc.

Target Audience: Project supervisors, foreman, project managers and anyone that may be moving into a supervisory position

- Construction systems
- Contractual relationships
- Value, impact, and quality of specialty contractors
- Selecting a specialty contractor
- Importance of open communication
- Plans and specifications
- Mobilization
- Time management
- Productivity
- Project closeout

Minimum 8

Bridge/Culvert Carpentry

Date: February 22-24

Location: EFCO, Des Moines, Iowa

Cost: \$1500

Time: 8:00 a.m. – 5:00 p.m.

Instructor: Industry Experts

Target Audience: Laborers wanting to develop skills or anyone trying to gain an understanding or refresher their bridge/culvert carpentry skills

This course will cover aspects of bridge carpentry including columns, caps and bridge decks with a major emphasis on hands on skills and classroom instruction. It will also cover aspects of box culvert and invert construction with a major emphasis on hands-on skills and classroom instruction. Participants will assemble and cycle gang forms. They will also assemble and cycle a box culvert and measure actual time vs. planned time. Hands-on skills will include both metal and wood forms. This course is good for someone wanting to develop plan reading skills.

Course content includes:

Develop "Site planning and daily work schedules"

Planning/scheduling and writing out a daily work schedule

Erection Drawings

Pour Pressure

Basic survey elevations

Safety

Class size: Maximum 12

Minimum 8

Truck Driver Refresher

Date: February 23 – DMACC Ankeny

Location: Listed above

Cost: \$325

Time: 8:00 a.m. – 5:00 p.m.

Instructor: Len Mash, DMACC

Target Audience: New hires, current drivers or anyone needing a refresher

This course is designed to give truck drivers (ready-mix, dump truck, etc.) with a CDL (B coverage) a refresher in the areas of backing, overhead lines, pre-trip inspection, tire checking and overall safety. Participants will improve driving skills for those needing a refresher and should also help with insurance rates for those with safety concerns in the past. The course will include both classroom and hands-on training. Participants will receive an evaluation following the completion of the hands-on training.

Class size: Maximum 18
 Minimum 10

Defensive Driving

Date: March 4

Location: DMACC Ankeny

Cost: \$250

Time: 8:00 a.m. – 4:30 p.m.

Instructor: Dave Pfiffner

Target Audience: Current employees, new hires or anyone needing a refresher

This course is designed to teach defensive driving skills that will enable you to avoid collisions and violations and should also help with insurance rates for those with safety concerns in the past. This course will include both classroom and hands-on training.

This class is not covered by IDOT funds.

Class size: Maximum 18
 Minimum 10

New this year!

Competent Person Training for Excavation

Date: March 10

Location: AGC of Iowa Offices

Cost: \$250

Time: 7:00 a.m. – 5:00 p.m.

Instructor: Darrell Brown, RBS Safety

Target Audience: Field supervisors, foreman, equipment operators or anyone responsible for trenching operations to be trained as a competent person

The OSHA excavation standard has a requirement that there be a Competent Person responsible for every excavation. Part of the requirement is that the Competent Person has a working knowledge of the OSHA standards. This class is designed to help the participant fulfill that part of the qualification process to be the Competent Person. The subjects that will be covered include:

- General Requirements and Definitions
- Hazard Recognition and Prevention
- Soil Identification and Testing
- Selection and use of Protective Systems

Upon the successful completion of this course, the participant will receive a certification card from the National Utility Contractors Association stating that they have met the knowledge requirement section for a Competent Person.

Class Size: Minimum 10

Welding Refresher

Date: March 15, 16 & 17

Location: Ankeny, DMACC

Cost: \$1200 (Includes course and materials for hands-on experience)

Time: 8:00 a.m. – 5:00 p.m.

Instructor: Mike Rahn – DMACC Welding Instructor/Program Coordinator

Target Audience: New hires wanting to gain welding skills and current employees needing a refresher before taking the AWS Certification/DOT Certification

This course provides a refresher to welding with an emphasis on needs for the construction industry. Students will have a small amount of classroom time but will gain experience from hands-on practice with instruction from a qualified welding instructor. Participants of this course will receive knowledge that will help them prepare for the AWS certification

Students will learn safety, common welding joints, electrode selection and characteristics of the electrodes. Following the course, students will have gained a working knowledge of safety, joints that are used, proper electrode selection and characteristics of electrodes.

It is strongly encouraged to take this course before taking the AWS Certification even if you are an experienced welder.

Class size: Maximum 15
 Minimum 10

AWS/IDOT Welding Certification

Date: March 18 & 19

Location: Des Moines

Cost: \$1400 (Includes materials for hands-on and AWS Certification)

Time: 8:00 a.m. – 5:00 p.m.

Instructor: Mike Rahn – DMACC Welding Instructor/Program Coordinator

Target Audience: Experienced Welders

This testing will provide the employee the opportunity to become a certified structural welder for limited thickness and unlimited thickness depending on plate thickness used in testing. (Limited thickness testing is done on 3/8" plate and unlimited thickness is on 1" plate) The position(s) tested in will determine what position(s) the employee is qualified to perform.

Weld testing will be conducted by an American Welding Society CWI / CWE (Certified Welding Inspector / Certified Welding Educator). Certification will be for structural welding of mild steel, AWS D.1.1'06.

A representation from the IDOT will be present during the testing for those needing the IDOT Welding Requirement instead of AWS.

Note: The AWS Certification is a difficult test to pass unless you have welding experience and knowledge that allows to you weld in the vertical up and overhead positions. The welding refresher course serves as a good refresher course to prepare for the AWS Certification.

Class size: Maximum 15
 Minimum 10

OSHA 10 Hour

Date: March 17

Location: AGC of Iowa Offices

Cost: \$200

Time: 7:00 a.m. – 5:00 p.m.

Instructor: Phil Mercuris, MBI

Target audience: Anyone who does work in the private sector requiring OSHA 10 Hour or anyone wanting to get a general understanding of overall project safety

Attendees of the 10 Hour OSHA class will walk away from this training with knowledge of OSHA requirements, the importance of learning and adhering to proper safety procedure, as well as practical understanding of why safety conscious behavior is vital for each and every worker on the jobsite. Attendees will receive a 10 Hour card.

Topics Covered:

Introductions to OSHA Standards
Hand & Power Tools
Fall Protection
Trenching & Shoring
Hazards Communication
Ladders & Scaffolding

Material Handling Storage
Electrical
Excavation
Health Hazards & Personal Protection Equipment
Fire Protection & Prevention

Class Size: Minimum 10

Heavy Equipment Operator

Date: March 29, 30 & 31 (Deadline to Register is March 12)

Location: Camp Dodge, Johnston, Iowa

Cost: \$1,500 (Includes course and books)

Time: 8:00 a.m.– 5:00 p.m.

Instructor(s): Numerous Industry Professionals

Target Audience: New hires, retraining of current operators, current laborers wanting to move to equipment operators.

This course is designed for entry-level operators or for operators transitioning from one type of machine to another. Basic understanding of the function of the machine and its operation will be enhanced with seat time devoted to operator techniques as well as operator maintenance.

Trainees will be allowed to train on one piece of heavy equipment. Choices are: Scraper, Bulldozer, Six Wheel Truck, Excavator, Grader, Endloader, Tractor Loader, and Backhoe

Course content includes:

Machine Specific Training

Operator Techniques/Safety

Operator Safety

Pre-Operation Inspection

Operator Maintenance

Additional Training

Stationing

Stake Reading

Elementary Surveying

Soils

Class size: Maximum of 10 per piece of equipment
 Minimum of 5 per piece of equipment
 Minimum of 12 people enrolled to offer the class

NCCCO Prep Course and Certification

(National Commission for Certification of Crane Operators)

Date: March 15-19 (Registration deadline February 9)

Location: Des Moines

Cost: \$2000

Time: 8:00 a.m. – 3:00 p.m.

Mon.-Wed. Prep Modules and Load Chart Problems

Thursday Practical Exam

Friday Written Exam

Instructor: Brent Miller and Jim Falbo – AGC of Wisconsin

Target Audience: Any individual who operates a crane or manages crane safety should attend this program.

The purpose of the Professional Crane Operator program is to help you become a better crane operator by learning safe and efficient practices. Upon completion of this program you will understand various operational and safety principles and practices that can be used every day.

Course content: This program will be presented as a self paced workshop. It contains eight learning modules that will be delivered in a four-day sequence. You must complete one module before moving on to the next. Each module deals with specific topics about crane operations and safety.

Why Should You Attend?

Current rules and regulations for safe crane operation have been established by the Occupational Safety and Health Administration (OSHA), the American National Standards Institute (ANSI) and the Power Crane and Shovel Association (PCSA). However, more and more owners are requiring that your crane operators hold a professional license. OSHA is also reviewing a proposal for the certification of crane operators. This program was developed to give your operators the additional tools needed to meet all of these requirements and more. Regardless of Local,

State and Federal requirements this program will help make you a better crane operator by learning safe and efficient practices that can be used every day.

Topics Covered Include:

Module 1 – Rules and Regulations: The first module will cover the rules and regulations for safe crane operation developed by the Occupational Safety and Health Administration (OSHA), the American National Standards Institute (ANSI) and the Power Crane and Shovel Association (PCSA)

Module 2 – Site Review and Set-up: This module covers the different types of conditions that are encountered on construction sites. It will also cover site evaluations for set-up and safe operation.

Module 3 – Operations: This module will cover the many tasks performed each day and provide guidance that will help you pre-plan and carry out safe crane operations.

Module 4 – Conditions that Affect Operations: This module will cover the many different site conditions that are less than ideal while stressing the fact that crane manufacturers test under ideal lab conditions.

Module 5 – Basic Rigging and Wire Rope: This module covers the types of rigging equipment, classifications along with safe wire rope practices and procedures.

Module 6 – Maintenance and Inspections: This module provides an overview of the OSHA and ANSI requirements for inspections and maintenance.

Module 7 – Load Charts: This module reviews how to use load charts to determine safe crane capacity. Load chart manuals and exercises will simulate real job situations in which safe capacities must be determined.

Module 8 – Crane Types: This module will cover the basic types of cranes and the operations encountered for each type of crane.

Crane Types to Choose From

1. Lattice Boom
2. Lattice Boom Truck Crane
3. Fixed Cab Crane
4. Swing Cab Crane

Toolbox Integration Course for Hispanic workers and American supervisors (TICHA)

Date/Location: As Requested by Contractors

Time: 8 hours

Instructor: Fernando Aveiga

Target audience: Anyone who would like a better working relationship with Hispanic workers and Supervisors.

Consists of ten modules covering basic terms in English and Spanish (words, colors, body parts, and numbers), as well as terms related to safety and the workplace. These materials are presented in a unique fashion centered on developing and nurturing personal relationships between workers and supervisors. The class should have similar numbers of Hispanics and Americans present.

The training session would be two days of 4 hours each. In a typical day's training exercise, the workers would ask the supervisor to say the word for "trowel" in Spanish (paleta), often by pointing at the picture in the training material. The supervisor would then ask one of the workers how to say "chaleco" in English (safety vest). The cultural aspect to this process lies in educating the workers that it is acceptable to ask questions and that a question is preferable to a mistake. The supervisor thus learns that the workers are not accustomed to asking questions of their bosses. By encouraging questioning in a non-threatening environment (one in which there is no penalty for asking), relationships are improved and differences are reduced and understood.

This integrated program of language and cross-cultural training can improve interpersonal relations and communications, yielding improvements in work quality, safety, and employee retention.

Personal Effectiveness (not covered by IDOT funds)

Date: Courses will be held in Des Moines, Cedar Rapids/Iowa City, Waterloo, Quad Cities, Council Bluffs, Keokuk/Quincy, Lincoln, NE and Springfield, IL (In-House training per request of contractor) This course meets once a week during a four week period for four hours each meeting. Members will be notified of the dates of the classes as they get set up in each location.

Instructor: Merrill Anderson, Business Resources

Cost: \$900

Personal Effectiveness is a results oriented program for supervisors and managers who are interested in improving their ability to lead, guide, direct and motivate others. Specific goals will be set for participants and follow up will be conducted a minimum of 2 months after the training is completed to evaluate and measure results. Typical results will focus on increasing productivity, decreasing overtime or waste, etc. Personal Effectiveness is offered both in public and in house programs.



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