



Southern California
Regional Transit
Training Consortium
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PLANNING COMMITTEE

SCR TTC PLANNING COMMITTEE TELECONFERENCE MEETING MINUTES

Date/Time: October 31, 2008 – 1:00pm – 2:30pm

Attendees:

N. Babiarz, SCR TTC	D. Stumpo, SCR TTC
Mike Slavich, Rio Hondo	John Frala, Rio Hondo
Steve Tomory, Rio Hondo	Greg Newhouse, SD Miramar College
Mike Bonacio, OMNITRANS	Pete Sparks, Long Beach City College
Dana LaRoche, LBTS	Bruce Buck, Norwalk Transit
Tom Hogue, Santa Ana College	

Welcome & Introductions

Babiarz welcomed everyone and chaired the meeting.

Agenda Change

At the request of a committee member, we moved the item regarding Brakes II Development to the front of the agenda. Jess Guerra, LATTTC is developing the Brakes II class. He spoke about the coordinated effort with LA Metro and is now prepared to run the BETA1 class on December 4th & 5th at LATTTC campus. Stumpo responded that that date was good and would catalog the course and begin registrations.

Approval of Meeting Minutes

Babiarz requested comments on the August meeting minutes. Hearing none – suggested a motion which was seconded and carried to adopt the minutes.

Courses for 2008/2009 (Worksheet Matrix Attached)

Stumpo described the RFP process and gave a briefing about the Work Sheet submitted several weeks ago in line with the procedure in which those interested in providing training could respond to the RFP by November 7th. Award of courses is expected in less than 30-days.

Several questions were entertained regarding the RFP.

QUESTION #1) How do we handle the cost of a location different than the college location of the respondent?

ANSWER #1): If a college is interested in responding and can deliver a course at their campus and/or other locations, simply respond showing multiple responses. A) Deliver at the campus; B) Deliver at a different location?

QUESTION #2): What do we (colleges) do when an apparatus such as a brake assembly is required for a course and the award is to provide training at a transit property that doesn't have the equipment?

ANSWER #2): It is not likely that a transit system would be selected to host a course when the proper training materials are not available. In

PLANNING COMMITTEE

the case where a transit system is willing to pick up and return an apparatus – it is possible to host the course at the desired location without any additional cost. If there is a cost to host away from a college a campus – then the respondent should include several costs showing the details.

Stumpo stated that if anyone wishing to respond to the RFP can provide questions up to the November 7th deadline. All questions and answers will be provided to all colleges regardless.

Open Items/Policy and Procedures

Babiarz asked Stumpo to update the committee on the open items. Stumpo reported the following as completed:

- o Matrix on upcoming Courses COMPLETED (Action: Stumpo)
- o Powerpoint Template for members COMPLETED (Action: Stumpo)
- o Management Pilot Course – COMPLETED (Action: Stumpo)
- o LBCC needs Bus for Training – COMPLETED (Action: Stumpo)

Current Planned Classes (See Catalog Sheet Attached)

Stumpo explained the courses needed in conjunction with the annual Budget and needs. Course delivery is designed to handle pre-requisite courses delivered first. It was noted that December/January/February courses will be first to award as the time frame is more important. There is a need for a DVOM course in December – with colleges asked to respond with the RFP. Discussions with the committee suggested a DVOM to be delivered in the evening to accommodate those typically not able to attend day courses.

Course Developments

Babiarz asked those responsible to update the members on course development.

Electrical IV (E4) – (Frala – Rio Hondo): Frala indicated the Beta 1 was completed and preparation for the Train-the-Trainer is underway for November 20th.

Electrical V (E5) – (Frala – Rio Hondo): Frala reported the Beta 1 was completed with Beta II prepared for November 7th followed by the Train the Trainer on November 14th.

Brakes II – (Guerra LATTC): Guerra reported Beta 1 to be ready for delivery on December 4th & 5th at LATTC.

Cummins Engines; (Nina/Orozco/Newhouse): Newhouse reported that he was waiting on an update from Orozco.

HVAC II - (Hammonds – Rio Hondo): Beta 1 was conducted Oct 30th & 31st with feedback that the class was going well. Train the Trainer is scheduled for December 11th at Santa Ana College.

Hybrid Electric (Newhouse – SD Miramar): Newhouse reported that he sent emails to Cal Macy, Mike Slavich and Marty Orozco inquiring as to their interest in developing a Hybrid Safety Course(s) patterned after the work Long Beach Transit has started. Long



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PLANNING COMMITTEE

Beach actually has three courses confirmed by Dana LaRoche. The final product may remain three courses or three modules of one course or some variation.

In creating the team we will take one of the following approaches:

- 1) one or a combination of the above (or an approved substitute) will write the course(s);
- 2) we will combine their work with someone external proficient with the topic; or
- 3) we will work directly.

This team will review the products from both Long Beach and LA Metro to develop a work plan and timeline. This review will include consideration of Long Beach and LA Metro staff input.

With an approved contract with the ATTE HUB the team or consultant will write the course work. Upon having a draft final product we will review it with a team of ATTE staff and staff from Long Beach and LA Metro. The final product they create will be available for a Train the Trainer course. It is understood that the ATTE HUB will fund Beta 1 & 2 with the SCR TTC funding the TTT. We are targeting mid February 2009.

New Business

Stumpo reported that recent EPA 608 Certification classes provided through the SCR TTC resulted in some confusion about whether the proper certification was taken. After excellent feedback from Tom Hogue, Glen Hammonds, Tommy Edwards, it is clear that most transit systems fall under the 608 Certification. The exceptions are when a transit bus is using an open shaft compressor using R134a or R12. In this case, 609 Certification is required. In addition, it was noted that students MUST study prior to taking the certifications and recent class feedback was such that study materials were not presented to the students in a timely manner. It was suggested that the HVAC I & HVAC II were good prerequisites as for the 608/609 certification. 608 is a closed book test, while 609 is an open book test. All were encouraged to review the EPA website regarding the topic.

Next Meeting & Adjourn

- o Next meeting is planned as a teleconference, December 5th at 1:00pm.
- o Meeting adjourned at 2:20pm