



Southern California
Regional Transit
Training Consortium
www.scrttc.com

PLANNING COMMITTEE

MEETING MINUTES #2007-1214

DATE: **December 14, 2007**
TIME: **1:00pm – 2:30pm Pacific Time**
PLACE: **Teleconference**

Attendees: David M. Stumpo, Co-Chair Planning Committee
Nina Babiarz, Training Coordinator, Co-Chair, SCR TTC
Mike Kushner, Outreach Coordinator
Greg Newhouse, SD Miramar College
Pete Sparks, LB City College
Jess Guerra, LATTTC
Mike Slavich, Rio Hondo College
Rodney Lineweber, Rio Hondo College
John Frala, Rio Hondo College
Tom Hogue, Santa Ana College
Frank Scholl, OCTA

AGENDA

- **Welcome & Introductions (Dave)**
 - The meeting was hosted by the APTREX Institute teleconference center. The session opened by Stumpo with rollcall of all participants.
- **Open Items/Policy and Procedures (Dave and Nina)**
 - Certificate Update (**Action:** N. Babiarz - Completed)
 - Babiarz described the development of the certificates based upon the committees review at the November meeting. Certificate covers will also be included with all certificates distributed. The final draft was made available via email and adopted. Babiarz reminded instructors that a request for e-Signatures will be necessary to complete the certificates. The SCR TTC will be responsible for certificate creation and distribution.
 - SCR TTC Course Name/Numbering (**Action:** Stumpo - Completed)
 - Stumpo emailed the suggested numbering system for all SCR TTC courses based on the committees recommendation to use the ATA system. The committee adopted the new numbering. All courses developed shall include the new numbering, and all courses in our course catalog will be re-numbered accordingly.
 - ASE Committee Activity (**Action:** R.Cruz)
 - Tabled until next meeting
 - Mentor Class Update (**Action:** N.Babiarz/R.Cruz)
 - Babiarz briefed the group about the mentor class proposal. Cruz defined dates for early 2008 as a

PLANNING COMMITTEE

starting point. The tentative schedule should be finalized by next meeting.

- Start in 2008 before we address any schools. Consider a start date of June 9th and end August 1st. Three critical dates that we are considering are: 1) the end of spring - start of fall; 2) Spring classes, so we address the students currently enrolled and; 3) the end of spring so we can notice the students selected. This should work for all the schools. Going backwards - Our schedule would look like this:

<u>Task</u>	<u>Date</u>
Tours / Info / Start Applications	Feb & Mar 08
Application Deadline	4/1/2008
Interviews	4/21/2008
Decision	4/28/2008
Notice to the Students	5/12/2008
Start Date	6/9/2008
End Date	8/01/2008

- **Current Class Updates and Open Action Items**

- **IDRC Updates (Lineweber/Frala)**

- **Electr II Beta 1:** Class – Dec 20th 21st at Culver City on target.
 - **Electr II Beta 2:** Class – Jan 30th at Rio Hondo on target.
 - **Electr II TTT:** Class – March 7th at MTA on target.
 - **Electr III Beta 1:** Class being built by Rio Honda and expected first Beta 1 February 14th and 15th at OCTA. Beta II at LBTS on April 17th & 18th. TTT at LBTS on June 20th.

- **HVAC:** Babiarz and Stumpo reviewing the class with vendors. Anticipating a February/March class. Hogue expressed an interest and Stumpo reminded Hogue that the indication from last September that time didn't allow for Santa Ana to produce a class. A date of delivery to our scope of work will be needed if applicable. (**Action:** Babiarz/Hogue)
 - **Hybrid Safety:** January 10th class sold out @ OCTA's Santa Ana Facility. An additional 6 registrations received and to be held over for tentative March class at Gardena Transit or Torrance Transit. (**Action:** Stumpo/Babiarz)
 - **Brake Systems:** The train the trainer was held at MTA on Dec 5th/6th. The final validation package expected shortly from Anderson. (**Action Item:** Anderson)



Southern California
Regional Transit
Training Consortium
www.scrttc.com

PLANNING COMMITTEE

- **New Business (All)**
 - **ITS Elements written into the Syllabus of course work where applicable.** Kushner spoke about the ITS architecture and how important it is for transit technicians to see the big picture. The DVOM course is a primary example of how technicians appreciated the overview of the ITS introduction especially seeing how it fits into current technology that each transit system now has in place and that it requires trained technicians to work on these systems. Applicable courses include: DVOM, ELECTR I, II, III, HVAC, Engines. Kushner will provide the pedagogy and updated slides for inclusion of such course content. (**Action Item:** Kushner)
 - **Courses for April May June 2008 (All)**
 - Course topics and delivery were planned for the second quarter of calendar year 2008. The course catalog & calendar will be posted to the website, and attached to these minutes.
 - **Pre and Post Testing Topic (All)**
 - Tabled until next meeting
 - **Reminder:** Call for Papers – ITS Annual by January 14th 2008. Nina and Mike conversed earlier by telephone regarding the approach to the SCR TTC submitting a paper. Further discussion and outcome was the SCR TTC should submit under the Education category but recommendations were that we not submit this year at all for reasons of not having budget to do so. It may be more appropriate if we are able to move the consortium learning model to a national level and work it into a RITE submittal for 2009.
 - **Wheel of Learning (Version 3 – Updated zones)**
 - Stumpo revised the wheel of learning model to reflect membership updates, as well as, an attempt to geographically represent the wheel accordingly. Adopted.
- **Next Meeting: January 24th @ 1pm at OCTA**
 - 4301 McArthur Blvd (@ W.Harbor Blvd)
 - Santa Ana, CA 92704
- **Adjourn: 2:25p**



Southern California
Regional Transit
Training Consortium
www.scrttc.com

PLANNING COMMITTEE

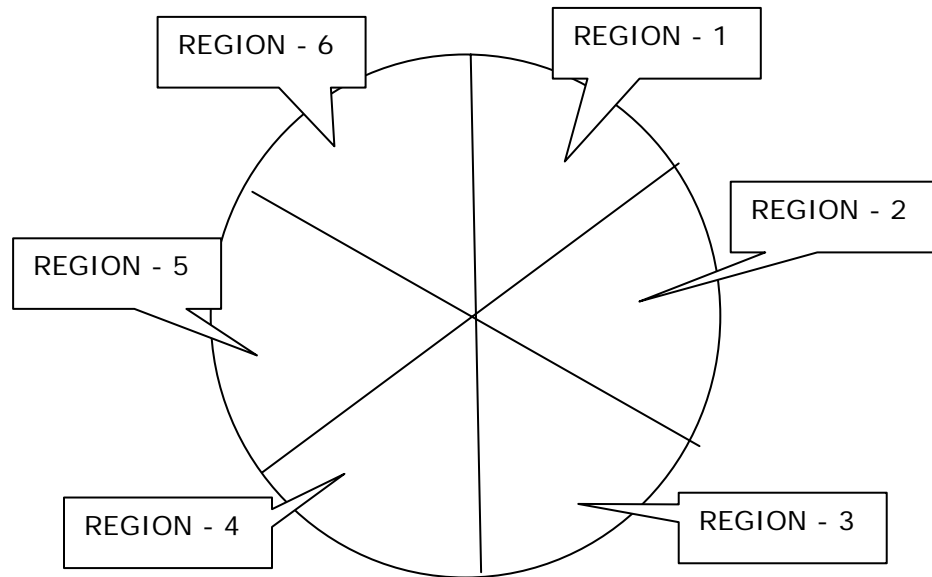
ATTACHMENT to the Meeting Minutes

COURSE	OUR NUMBER	Trucking #
DVOM	SC-DV-2700-I	2700
ELECTRICAL I	SC-EL-1600-I	1600
ELECTRICAL II	SC-EL-1600-II	1600
ELECTRICAL III	SC-EL-1600-III	1600
ENGINE	SC-EN-1700-I	1700
BRAKES I	SC-BR-1300-I	1300
BRAKES II	SC-BR-1300-II	1300
HYBRID	SC-HY-4000-I	n/a
TRANSMISSION	SC-TR-2200-I	2200
HVAC I	SC-HV-3000-I	3000

PLANNING COMMITTEE

For Review – December 14th Meeting - ADOPTED

WHEEL OF LEARNING – Rev 3 - 11/14/07



Region – 1: College of the Desert, Omnitrans, Foothill Transit, Riverside Transit, San Bernardino College, Chaffey College, Sunline Transit.

Region – 2: Montebello Bus, MTA(5), City of Commerce Bus, LA Trade Tech, Pasadena City College, Rio Hondo.

Region – 3: MTA (2), OCTA (3), Cypress College, Santa Ana College, Coastline College, Golden West College, Orange Coast College, Cerritos College, San Diego Transit, North County Transit, San Diego Miramar

Region – 4: Norwalk, Torrance Transit, Gardena, LBT (2), Long Beach City College.

Region – 5: Santa Monica, Santa Monica College, Culver City, MTA(2)

Region – 6: Santa Clarita, (3) MTA Divisions, College of the Canyons