

TO: MEUW Members

FROM: Lisa Haen, MEUW Safety and Health Manager

DATE: January 4, 2012

RE: Registration Materials for *MEUW Lineman's Seminar* on Tuesday and Wednesday, February 7 & 8, 2012 at Holiday Inn in Stevens Point; Registration Deadline is Tuesday, January 31, 2012.

The MEUW Job Training & Safety Program is offering a two-day *Lineman's Seminar* on Tuesday and Wednesday, February 7 & 8, 2012 at Holiday Inn in Stevens Point (*1001 Amber Avenue, Stevens Point, WI [see attached map]*).

A Lineman must show up to the job site mentally as well as physically. The decisions they make during the course of the work day impacts various aspects of the Utility operation's efficiency, safety, and reliability. This Seminar is strongly recommended for any electric employee responsible for the maintenance/construction of your Utility's electric system or for the education and development of Lineman skills.

We have an exciting speaker lineup which includes some of our own MEUW Members (see attached agenda). The fee for this seminar is \$275/person for MEUW members and \$375/person for Non-members. Whether you are a new manager or a seasoned superintendent/Lineman, you don't want to miss this relevant and informative Seminar!

Registrations can be faxed (608/837-0206), e-mailed (sbaumann@meuw.org) or mailed (MEUW, 725 Lois, Dr., Sun Prairie, WI 53590) using the attached electronic PDF fill-in form. **The registration deadline for the workshop is no later than Tuesday, January 31, 2012.** Please review the attached MEUW Cancellation Policy.

For those who plan overnight stays in Holiday Inn, a block of rooms has been reserved for the nights of Monday, February 6, and Monday, February 7, at the Holiday Inn, Stevens Point (*1001 Amber Avenue, Stevens Point, WI [see attached map]*).

Please make your reservations directly by calling the Holiday Inn at 715/344-0200 or clicking [this link](#) **no later than Friday, January 13.** Ask for the "MEUW Lineman's Seminar" block or group code "MLS" to receive the \$92 rate for single or double occupancy.

We are confident you will find value in this program and look forward to seeing you at this year's MEUW Lineman's Seminar!

Attach.



MEUW Policy for Cancellation of Registration or Meal Reservations for Workshops, Seminars, Conferences and Dinner Meetings

MEUW incurs direct and indirect expenses in planning and presenting workshops, seminars, conferences and dinner meetings for its members. In some cases, speakers are hired on a fee per participant basis with minimum or maximum limits on the number of participants. In other cases, hotels or other meeting places require a firm commitment for food or facilities based on the number of participants.

When members fail to provide timely notice that they will not attend an MEUW event for which they have registered, these costs must still be paid. In fairness to all members, the following policy has been adopted to encourage timely notice and avoid shifting costs to other members.

Unless otherwise stated on the registration form, the registration fees will be credited in full, if notice of cancellation is made at least four (4) business days prior to the date of the workshop, seminar or conference. Notice of cancellation should be made to MEUW by phone (608/837-2263) or fax (608/837-0206). Twenty-five percent of the registration fee will be credited if a cancellation notice is received less than four business days prior to the workshop, seminar or conference. No refund will be made for cancellations received after the event. You may avoid the cancellation penalty by transferring your registration to another person.

The full or partial waiver of registration fees charged in accordance with this policy will be considered on a case-by-case basis. In granting the waiver, the MEUW office will consider any non-recoverable costs associated with the registration and the reason for not attending. In general, waivers will be granted if the reason was related to: a sudden illness, accident or injury; a work-related emergency, such as a significant service outage or damage to facilities requiring the active participation of the registrant; the death of a family member, close friend or co-worker; or a significant weather-related emergency that prohibits safe travel to the site of the event.

Approved by the Board of Directors February 11, 2000



2012

MEUW

Lineman's Seminar

February 7-8, 2012

Holiday Inn, Stevens Point

Every day, linemen make decisions in the field that impacts your utility's efficiency, safety, and reliability. This seminar will challenge attendees to think about how they approach and manage their daily work tasks.



MEUW Linemen's Seminar Agenda February 7 – 8, 2012

Tuesday, February 7

8:30 - 9:00 a.m. **Registration**

9:00 - 10:30 a.m. **Accident Prevention, "It's the Little Things"**

Ron Cook, Elm Enterprises Safety & Training

When investigating a workplace accident, one question is often asked: "why did he do that??" Investigators, too often, process accidents where the root cause uncovers that the employee skipped a step or decided to forego a piece of safety equipment. In any case, it is so important to develop good work habits so no one has to conduct an accident investigation at your workplace.

In this session, Ron will stress the importance of developing good work habits, following and enforcing established work rules, and the little things that go on before an accident happens. Ron will also discuss accident prevention, job briefings, and near misses.

10:30 - 10:45 a.m. **Break**

10:45 - 12:00 p.m. **Back feed Awareness**

Ron Cook, Elm Enterprises Safety & Training

Back feed has long been a serious threat to lineman. While they are typically aware of energy supplied to the distribution system from the utility, when unidentified back feed is supplied through another source, the results can and have been tragic.

This session will focus on raising awareness by addressing the various types of back feeds supplied to utility lines and equipment as well as the safety precautions and best practices.

12:00 - 12:45 p.m. **Lunch**

12:45 - 2:00 p.m. **Anatomy of an Accident**

Dale Bender, Superintendent, City Utilities of Richland Center

It was the morning of July 28, 2006 when Muscoda Department of Public Works Director Dennis "Louie" Stenner suffered fatal injuries while responding to a routine power outage call on a farm outside of Muscoda.

The small community of Muscoda, located on the Wisconsin River, was rocked to its core. A call for mutual aid assistance was placed to Dale Bender, City Utilities of Richland Center Superintendent, for help. Dale responded to the mutual aid call and was on the scene soon after the accident.

Louie's tragic story tells a tale of how his legacy challenges others to re-examine how they perform their daily work. Louie was more than the aftermath of an unfortunate accident – we can all learn from his message.

2:00 – 2:15 p.m. **Break**

2:15 – 4:00 p.m.

2012 NESC Compliance

Steve Hedden, MEUW JT&S Instructor

Steve will cover relevant industry updates and conduct a review of how the recent NESC code changes impact employee job tasks, safety policies/procedures, and best practices.

Wednesday, February 8

8:00 – 8:30 a.m.

Teamwork and Leadership

Steve Hedden, MEUW JT&S Instructor

To an electric linecrew, teamwork plays a key role in how smoothly the job will run. The effectiveness of the crew is often influenced by leadership. In this session, Steve will cover the dynamics of a crew who works well together. The MEUW Lineman's Rodeo is a great example of teamwork and leadership amongst our Members. Each year, outstanding linemen compete in the Rodeo, which was hosted by Oconomowoc Utilities in 2011. The Rodeo provides hands-on skill and knowledge practice and review as well as a great way to work in teams with fellow linemen from around the state.

8:30 – 10:15 a.m.

Lineman Ergonomics

Steve Hedden, MEUW JT&S Instructor

According to OSHA, muscular skeletal injuries make up a large percentage of injuries suffered by linemen each year. When is the last time you hear someone say "Boy, does my back hurt!?" Proper body mechanics on the job – even small improvements - can help minimize damage and maximize range of motion. In this session, Steve will discuss tools and equipment that can improve ergonomics. But more importantly, he will focus on body mechanics and demonstrate how linemen can reduce muscular skeletal injuries by simply positioning themselves properly while performing work tasks.

10:15 – 10:30 a.m.

Break

10:30 – 12:00 p.m.

Understanding Utility Operations

Zachary Bloom, General Manager Waupun Utilities

Zak will share his experience how Waupun Utilities operates; from a Utility's decision-making process at the leadership level to implementation process of work projects, carried out by Utility staff. Because Linemen play a crucial role in carrying out these goals, Zak will also speak about the importance of job task efficiencies, safety, and system reliability.

12:00 – 12:45 p.m.

Lunch

12:45 – 2:30 p.m.

Personal Protective Equipment; FR Clothing

Rick Hawthorn, Carhartt

Flame Resistant (FR) clothing is an essential part of every lineman's personal protective equipment! Rick will provide information regarding arc flash hazards, regulations, flame resistant clothing and best practices.

2:30 p.m.

Adjourn

UPCOMING MEUW EVENTS

Watt-hour Meter Workshop

February 20-23; Northeast Wisconsin Technical College, Green Bay

“Back to Basics” is the theme for this year’s workshop! Core meter instruction will be provided by Larry Chapman of Chapman Metering, and breakout hand-on sessions will be provided by Larry Chapman as well as Wisconsin Public Service instructors Roger Aho, Steve Miller and Dan Wettstein.

Transformer Connections Workshop

March 13-14; Wisconsin Dells

Dave Krause of Krause Power Engineering and MEUW JT&S Instructor Steve Hedden will provide educational instruction regarding transformer core design and internal connections for both pole-mounted and pad-mounted transformers. Attendees will learn how to recognize customer needs, design considerations and transformer connections to provide customers with correct voltage and rotation and troubleshoot underground and overhead transformers.

URD Workshop

May 1-2; Northeast Wisconsin Technical College, Green Bay

The format for this workshop will emphasize small learning groups so that all attendees are able to work with instructors on hands-on educational projects. This workshop will be held at Northeast Wisconsin Technical College, where they have recently completed extensive improvements to their URD training area. This excellent training opportunity will provide instruction on common utility practices of cable installation, conduit installation, types of URD cable, URD construction methods, and URD layout considerations. Work stations will include excavation/confined space awareness training, cable pulling, cable preparation, fault locating, switching, Lock Out Tag Out (LOTO) procedures, grounding methods, maintenance of URD systems, and inspection techniques.

Pole Climbing Certification Workshop

August 2012 (date TBA); Oconomowoc

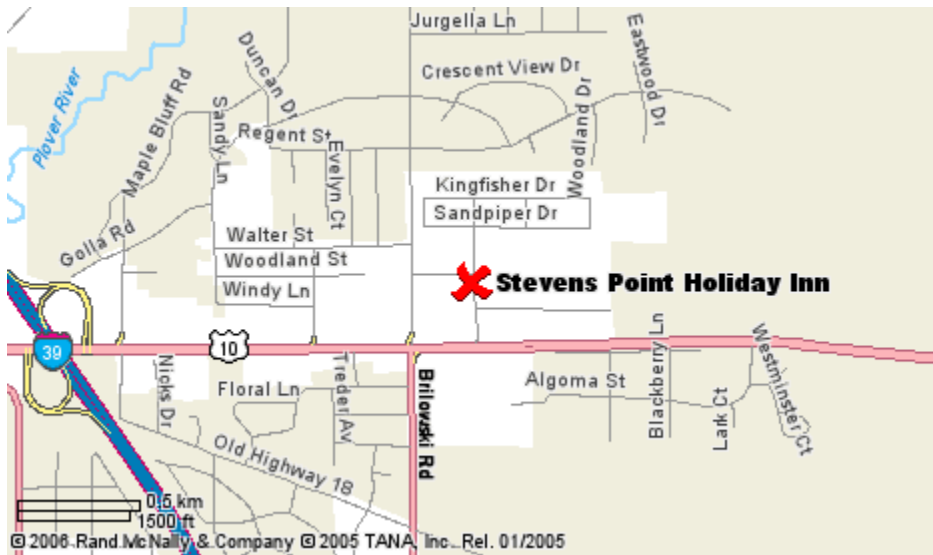
Space will be limited to allow instructors the opportunity to spend one-on-one time with each attendee. This workshop will be held in Oconomowoc.

Tree Clearance and Maintenance Workshop

September 2012 (date TBA); Marshfield

Back by popular demand, the Tree Clearance and Maintenance workshop will be again hosted by Marshfield Utilities. Look for registration materials on our website this summer!

**Stevens Point Holiday Inn
1001 Amber Ave
Stevens Point, WI**



2012 MEUW Lineman's Seminar

February 7-8, 2012

Holiday Inn, Stevens Point (1001 Amber Avenue; 715/344-0200)

Registration Form

The registration fee for the seminar is \$275, which covers instruction, breaks and lunch.

This form can be filled in using Adobe Acrobat or Acrobat Reader. Please save your changes with a new filename. Please list those from your utility that will attend and enclose a check to cover those persons attending. You may email or fax your form to make the January 31 deadline and mail a check later at your convenience. If you would like to be billed, please write a note to that effect on your form.

Utility/Company Name: _____

Employee Name	Job Title	Email Address
1. _____	_____	_____
2. _____	_____	_____
3. _____	_____	_____
4. _____	_____	_____
5. _____	_____	_____

(Members) Total Number Attending: ____ x \$275 = Total Enclosed: \$_____

(Non-members) Number Attending: ____ x \$375 = Total Enclosed: \$_____

Please return your registration form as soon as possible but no later than Tuesday, January 31, 2012 to: MEUW, 725 Lois Drive, Sun Prairie, WI 53590; FAX: 608/837-0206; or email to sbaumann@meuw.org.