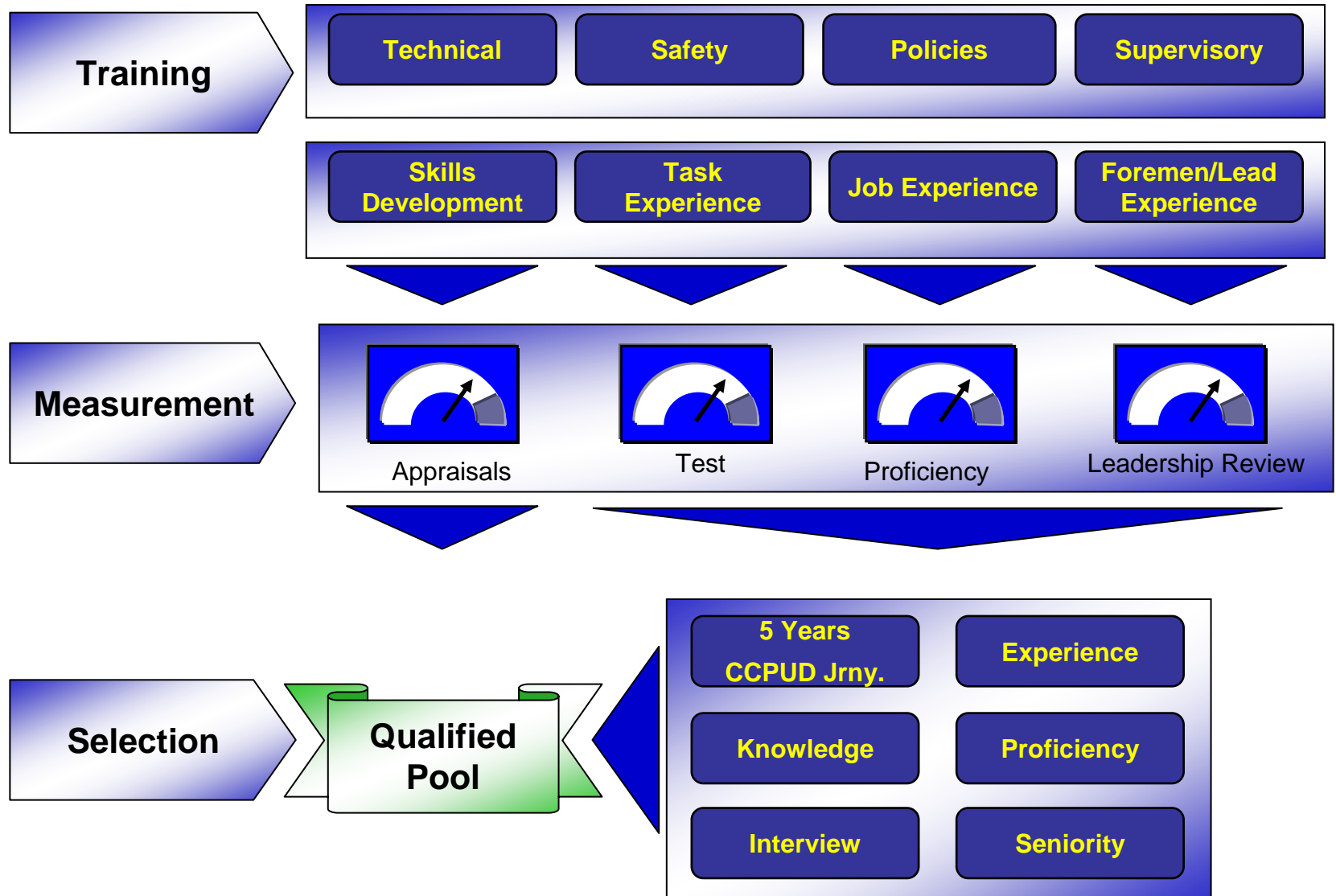




Chelan County PUD and IBEW Local 77 Joint Foreman Training, Testing, and Selection

Training and Growth Opportunities

The Foremen Selection process integrates training and experience for a Qualified Pool of candidates



The elements mirror the factors in Section 6.3.1 of the CBA

➤ **Technical Knowledge**



➤ **Efficient and safe direction of workers**



➤ **Supervisory skills and ability**



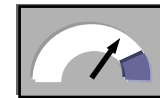
➤ **Knowledge of CBA and District policies**



➤ **Work experience**



➤ **Prior work performance**



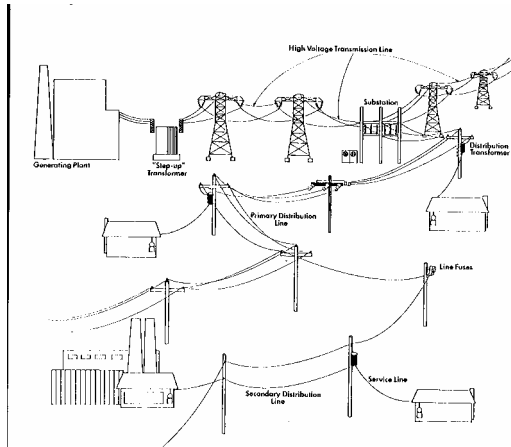
Successful training involves commitments by both Employees and District

① Employee and supervisor communicate and plan regularly

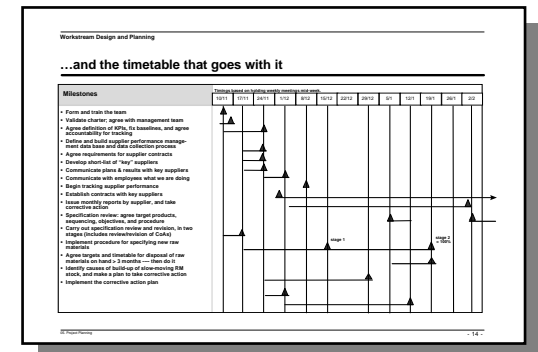


②

Employee volunteers for opportunities and learns skills and processes (OJT & personal time)



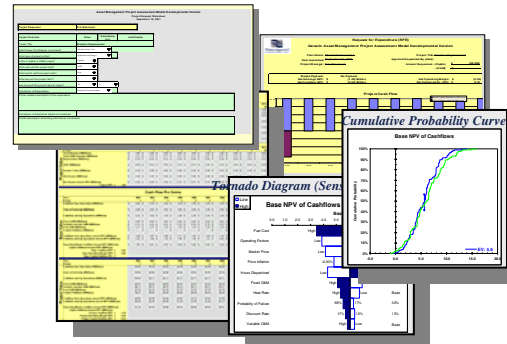
③ Training (OJT and classroom) is formally scheduled



⑤ Management commits to training budget, resources, and schedule

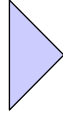


④ Training opportunities are documented and tracked



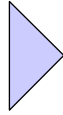
Training Framework for Foremen Candidates

JFTC will oversee process



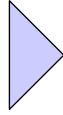
Roles and responsibilities similar to JATC; standards set initially by these recommendations.

District and Employee Commitments



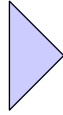
Employee is responsible for obtaining training; District will provide opportunities and structure.

Training will focus on Senior Journeyman



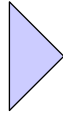
Resource investment and seniority selection require a focus on potential candidates.

Transition Period



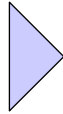
Near-term vacancies and use of new validation tools will require a one-year transition period

Supervisory Training will be tailored



Training should develop specific leadership traits (as identified) and apply to District situations.

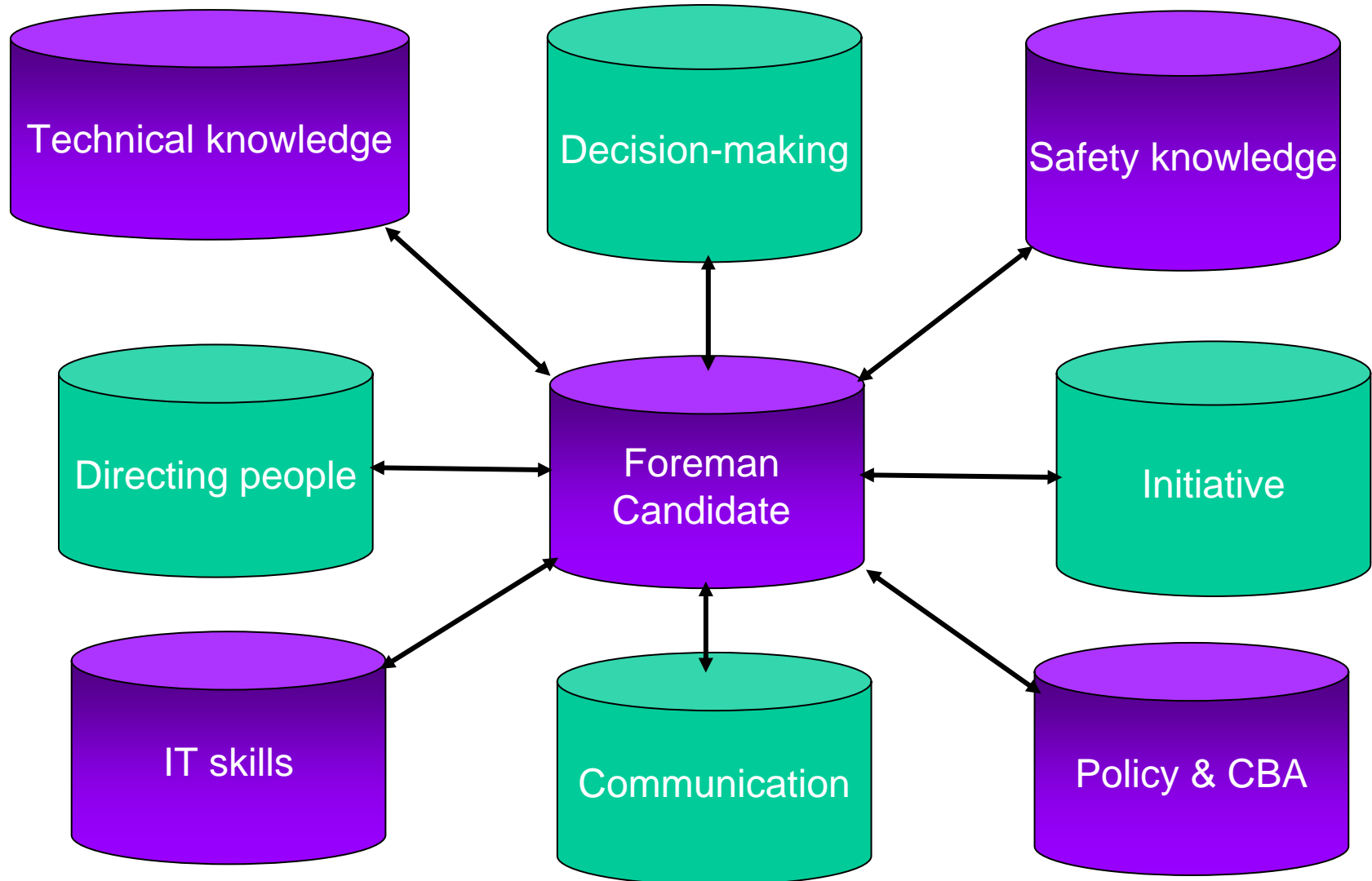
Training will migrate to computer-based modules



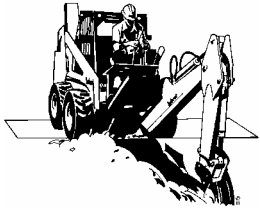
This will encourage self-paced employee initiatives and refresher training.

The overall goal of this framework is to develop a Qualified Pool of candidates for District Foremen

The District has developed **supervisory training** & modules that Focus Resources and Opportunities on Senior Journeymen



Computer based Testing Modules



- ▶ **Classification related technical questions;
Detailed craft knowledge
45 questions from the question pool**
- ▶ **General safety and classification related
issues and dispatching procedures
35 questions from the question pool**
- ▶ **CBA and District policy questions;
20 questions from the question pool**
- ▶ **IT proficiency based on classification**
- ▶ **Candidates must pass 80% of each module; failed
modules can be retaken within two weeks**

***It is up to each individual to gain the knowledge required
to pass these elements***

Computer based Testing Modules

The screenshot displays the 'JFTC - Test Edit' application window. The interface is divided into several sections:

- Header:** 'AVAILABLE TESTS' and 'SECTION QUESTIONS' tabs. The current question is identified as '1 / 88' under the section 'District Policies/CBA - Mechanics, Wiremen, Technicians'.
- Question (Q):** '(CBA) The General Harmony Statement in section 1.1 of the Collective Bargaining Agreement states:'
- Answers (A):** A list of four multiple-choice options:
 - A. The District and the Union recognize that harmonious relations should be maintained between them and with the public.
 - B. All will benefit by adjusting any differences which may arise by rational, common sense methods.
 - C. It is recognized that the District is engaged in public service requiring continuous operation. The parties recognize overtime is inherent to providing continuous service in the public utility industry.
 - D. A, B, & C
- Navigation and Editing:** Buttons for 'CLEAR', 'UP', and 'DOWN' are located to the left of the answer list. A 'QUICK ANS' dropdown menu is at the bottom left, showing options: 'TRUE/false', 'true/FALSE', 'YES/no', and 'NO/yes'.
- Control Panel:** A vertical column of buttons on the right side includes 'DONE', 'NEW', 'COPY Q', 'DELETE', 'DEACTIVATE', 'SAVE', 'AUTO SAVE' (checked), 'Next Q >>', '<< Prev Q', and 'SHOW'.

Work experience - will be tracked and documented throughout a career



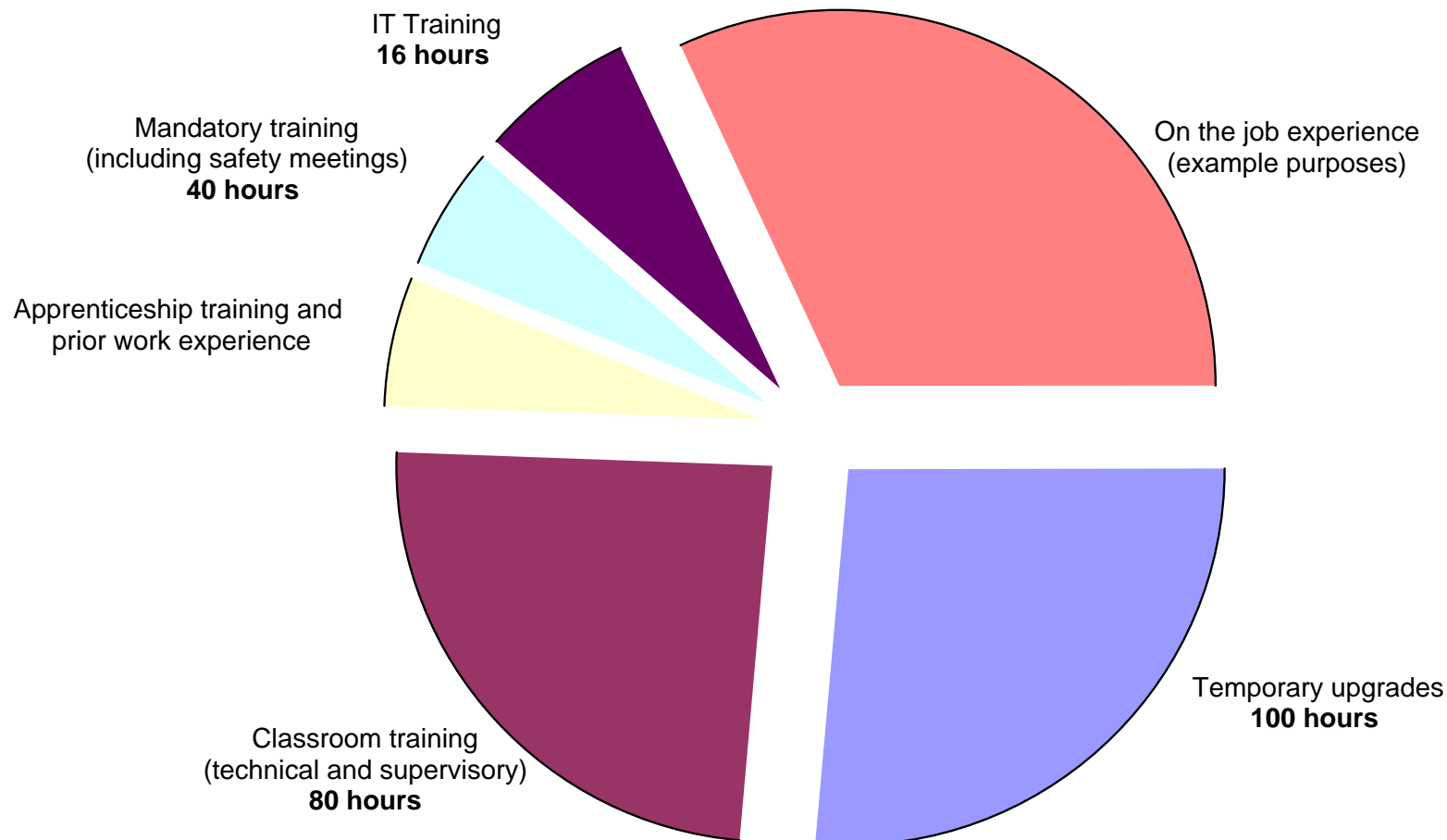
- ▶ **Candidates must complete 80% of “critical work activities” prior to entering Qualified Pool**
- ▶ **Work experience will be documented with Maximo work orders and PeopleSoft databases**
- ▶ **Work experience may also be validated through appropriate supervisory sign-off**
- ▶ **Each year, the senior journeymen will be identified for voluntary specific work opportunities and leadership positions**
- ▶ **Types of tasks will be tailored to classification**

The candidate will use a “checklist” to track and schedule necessary critical activities with superintendents and foremen

By focusing on “Senior Journeyman”, training resources and opportunities can be leveraged



Training will include many different elements for each foreman candidate



This committee recommends 236 hours per year for each “senior journeyman”, in the above areas; some of this already occurs, but needs more focus

This amount of training will require commitment to incremental training costs

Existing individual training commitment: *

Technical training

Mandatory training (including safety meetings): 40 hours = \$1,600

Supervisory training

Temporary upgrades 100 hours = \$ 300

IT training

4 hours = \$ 160

Sub-Total 144 hours = **\$2,060**

* Assuming \$40/hr loaded salary and \$3/hr upgrade differential

New foreman candidate training commitment

Technical training

40 hours = \$1,600

Supervisory training

40 hours = \$1,600

IT training

12 hours = \$ 480

Sub-Total 92 hours = **\$3,680**

Total = **\$5,740**

Therefore, the incremental training program for 20 senior journeymen equals an additional \$73,600 per year

This commitment to Foremen Training will provide the following benefits

- Increase ability to handle a wide range of jobs and situations through hands-on experience
- Opportunity to support superintendent duties/decisions
- Reduce “learning curve” for new Foremen
- Structured transition from journeyman to leadership responsibilities
- Improve Foremen IT skills and competency
- Provide common and consistent understanding of District policies and CBA work rules
- Increase individual employees’ skill, knowledge, and productivity

Real Life Experience

- **Rob Mitchell – Mechanic Foreman**
- **Vance Fletcher – Senior Journeyman**
- **Bob Sparks – Electric Ops Manager**
- **Kevin Medved – Line Foreman**