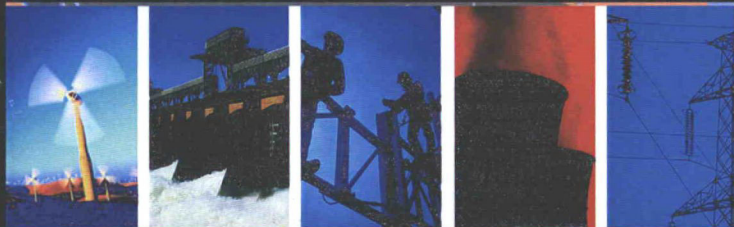
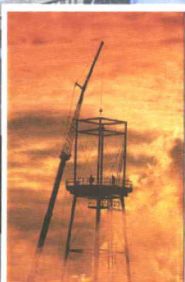


# JOINT UTILITY TRAINING SCHOOL



TRAINING TODAY FOR TOMORROW

# 26TH ANNUAL JUTS



Sponsored by  
South Dakota Rural Electric Ass'n.  
Investor-owned Electric Utilities  
Municipal Electric Utilities

178 174  
178 175

***26th Annual***

**JUTS**

**Joint Utility Training School**

***Training Today***

***for Tomorrow***

***January 23-24-25, 2001***

**Ramkota Inn**

**Sioux Falls, SD**

**605-336-0650**



**26th Annual  
Joint Utility Training School  
January 23-24-25, 2001  
Ramkota Inn, Sioux Falls, SD**

**REGISTRATION FEE  
\$125 per student - PREPAID**

**I. EFFECTIVE TEAMWORK**

*- 35 Maximum*

**II. LEADERSHIP - MORE  
COURAGE THAN THEORY**

*- 25 Maximum*

**III. TRANSFORMER  
CONNECTIONS - 40 Maximum**

**IV. OSHA CERTIFICATION SAFETY  
& HEALTH COURSE**

**V. ENGINEERING/TECHNICAL  
SUPPORT**

**VI. OPERATIONS AND SAFETY**

**VII. REGULATOR MAINTENANCE  
AND TESTING**

*- 26 Maximum*

**VIII. GAS OPERATOR  
QUALIFICATIONS**

Some sessions have limited enrollment, so make your reservations **as soon as possible**

Please submit form with payment. Make checks payable to **Joint Utility Training School**. Refunds and changes in registrations will be allowed to January 8, 2001. No phone-in registrations will be accepted. Send check and registration form to **JUTS, ATTN Randy, PO Box 1138, Pierre, SD 57501-1138.**

# SESSIONS PROGRAM INFORMATION

Each session is designed as a 12-hour mini-course  
Registration will be for one session only per individual  
You will remain in that session for the entire length of  
the course Certificates will be sent to your respective  
company if attendance has been continuous

To obtain continuing education credit for sessions that  
qualify, a copy of your completion certificate must be  
sent to SD Electrical Commission, 118 West Capitol  
Avenue, Pierre, SD 57501

## REGISTRATION

Tuesday, January 23, 2001  
10 00 a m to 12 00 noon  
\$125 per person

Pre-paid registration will include breakfast on  
Wednesday and Thursday morning at 6 30 a m - 8 00  
a m in the Exhibit Hall and a noon meal on Wednesday  
in the Exhibit Hall

## LUNCHEON

Wednesday, January 24, 2001  
12 00 noon to 1 00 p m

### Mini-courses will be:

Tuesday	<u>General Session</u> 1 00 p m -5 00 p m
Wednesday	8 00 a m -5 00 p m
Thursday	8 00 a m -12 00 noon

# **GENERAL SESSION**

## **SECRET COP STUFF**

### **AWARENESS TRAINING**

Tuesday, January 23, 2001  
Washington Room  
1 00-5 00 p m

**Description:** Are you concerned about your personal well being, security or that of your family?

Are you responsible for the safety of your employees at work and while traveling?

#### **TOPICS INCLUDED ARE.**

- Awareness Considerations
- Narcotics Recognition
- Organized Crime
- Personal/Family/Coop/Community Security
- Confrontation Avoidance
- Others? (Q/A)

Stefan Salmonson is the president of PROtective Services, Inc. He provides personal protection services, investigations, security consulting, risk analysis and presentations on a wide range of topics from workplace violence, gangs and drugs, to domestic terrorism. He is a high quality, effective public speaker with a fast-paced, inspiring and empowering program. His presentations are filled with a wealth of techniques/solutions that have been tested and proven in real-life situations. He has taught these same techniques to numerous executives, diplomats, foreign royalty, their security staffs, corporations, government agencies, school, hospital, public utility and law enforcement personnel.

**Instructor**            Stefan Salmonson, President  
PROtective Services, Inc  
Mora, Minnesota

29

## **SESSION I**

Conference Room II

### **EFFECTIVE TEAMWORK**

**GENERAL SESSION Tuesday, January 23**

**1:00 p.m. - 5:00 p.m**

**Wednesday, January 24, 8:00 a.m. - 5:00 p.m**

**Thursday, January 25, 8:00 a.m. - 12:00 noon**

**Description** This course provides insights and useful information for anyone who supervises or manages the work of others Team Leaders, Engineers, Office Workers, Lineman this program is designed to help team members and team leaders understand the critical roles they must play in contributing to productive, service oriented teams and team work

#### **TITLE: HANDS — ON SUPERVISION**

- Understand how people work together best
- Dealing with difficult team members and tough situations
- Managing stress in a busy life
- How to build stronger team relationship

**Instructor:** Jim Kellar - Kellar Training Associates  
Sioux Falls, SD

**Coordinator:** Jim Mergen

**Course Size Limited to 30 Participants**

23

## SESSION II

Conference Room 1

# LEADERSHIP - MORE COURAGE THAN THEORY

GENERAL SESSION Tuesday, January 23  
1 00 p m. - 5:00 p m

Wednesday, January 24, 8.00 a m. - 5:00 p m.

Thursday, January 25, 8:00 a m - 12:00 noon

A six-part series on leadership that includes

- I Leadership is
- II Providing Performance Feedback
- III The Leader as a Coach
- IV How A Leader Looks at Conflict  
And Resolves It
- V Breaking The Chain Of  
Defensive Communication
- VI Put It Together

Whether you are in a leadership role now or are aspiring toward a position of leadership, this course will give some interesting perspectives and techniques aimed at making you a more effective leader in today's challenging work environment

**Instructor:** Curt Walvatne  
Otter Tail Power Company

**Coordinator:** Bruce Brekke  
Larry Brink

**Course Size Limited to 25 Participants**



## SESSION III

Washington Room

### TRANSFORMER CONNECTIONS

A 12-hour workshop designed for apprentice lineman or for experienced linemen and servicemen who are willing to go through a refresher course seeking ideas for communicating and explaining electrical terms and transformer connections to employees whom they may supervise. The workshop experience will be valuable to senior linemen who did not have the opportunity to learn the trade at a lineman's school. A pocket calculator would be helpful in determining the anticipated voltage.

#### GENERAL SESSION

Tuesday, 1 00 p m - 5 00 p m

#### PARTS I AND II

Wednesday, 8 00 p m - 5 00 p m

**Description.** This part will discuss basic three-phase systems. We will work with some basic phasor diagrams and try to explain the relationship of the phasor to the transformer itself. We will also make transformer connections with miniature equipment.

**Description.** Recognizing that the majority of work done with transformers is for single-phase loads, we will begin with basic transformers. This will include turns ratios, polarities, calculations, connections, and troubleshooting. We will use lecture, open discussion, and hands-on connection with miniature equipment.

#### PARTS III

Thursday, 8 00 a m - 12 00 noon

**Description.** We will continue to build miniature transformer banks and work on troubleshooting. We will also discuss motor rotation as it related to three-phase systems, as well as discuss ways to prevent voltage surges during switching a three-phase bank.

*(continued on next page)*

**Instructor:** Scott Meinecke - Northwest Iowa  
Community College, Sheldon, IA

**Supervisors** Larry DeKramer - NWPS,  
Huron, SD  
Kenneth Booze - East River Electric,  
Madison, SD

**Coordinator** Gary Clayton  
Mark Mengenhauser

4 other credit hours will be given by the State Electrical  
Commission

**Course Size Limited to 40 Participants**

**SESSION IV**

Conference Room III

**OSHA CERTIFICATION SAFETY  
& HEALTH COURSE****GENERAL SESSION Tuesday, January 23****1 00 p m - 5 00 p.m****Wednesday, January 24, 8:00 a m. - 5:00 p.m.****Thursday, January 25, 8:00 a m. - 12:00 noon****TITLE OSHA Compliance Safety Training**

**Description** The course is taught by a leading OSHA trainer and is designed to be an enjoyable and learning experience. This course will cover those regulations that can most affect the utility industry. Current interpretations and court decisions are discussed with the electric industry in mind. Learn what the most common OSHA violations are and how to avoid them.

**Who Should Attend?** Safety committee members, utility personnel, supervisory personnel, and all levels of personnel who are responsible for employee safety and health.

**Certification** All Participants will receive a 10-hour certification from OSHA for completion of the course.

**Required Material** All Participants are required to bring the current Code of Federal Regulations for OSHA General Industry dated February 3rd, 1997. You also need a green, pink and yellow highlighter pen. Books can be purchased at the time of the session.

*(continued on next page)*

**Required Topics** (seven hours of training courses)

- OSHA Act
- Citations & Penalties
- Walk-Work Surfaces/Ladders
- Bloodborne Pathogens
- Hazard Communications

**Elective Topics** (nine hours of training courses)

- Personal Protective Equipment
- Derricks & Cranes
- Electric Utility Construction
- Trenching & Shoring
- D O T Traffic Control

**Instructors** Tom Slattery  
SD Safety Council

**Coordinator** Randy Dickerson  
Loren Noess

**SESSION V**

Amphitheater II

**ENGINEERING / TECHNICAL  
SUPPORT****PART I****GENERAL SESSION**

Tuesday, January 23, 1 00 p m - 5 00 p m

**PART II**

Wednesday, January 24, 8 00 a m - 5 00 p m

**Title** Transformer Application and Protection

**Description:** This session includes transformer performance and application issues, standards, symmetrical components and fault current calculation, transformer connections, overcurrent protection, harmonics, voltage phenomena, arrester characteristics and application factors, transformer over-voltage protection, testing, loading considerations, economic life evaluation techniques and application and protection trends. Interactive instruction encourages discussion and questions, allowing you to address individual areas of interest.

**Instructors.** Lyle Hildebrand - Cooper Power Systems, Milwaukee, WI  
Russel Zell - Cooper Power Systems, Milwaukee, MN

*(continued on next page)*

### **PART III**

Thursday, January 25, 8 00 a m - 12 00 noon

**Title.** Substation Transformer Design

**Description.** Discussion of transformer design economics, thermal construction issues, and transformer testing will be part of this session. Additional discussion on installation, maintenance, special procedures, and continued testing will be held to help insure your transformer continues to be highly reliable and durable throughout its life.

**Instructor**        Dave Harris - Waukesha Electric  
                              Systems, Waukesha, WI

**Course Coordinators:**

Todd Chambers and  
Clark Hendrickson

**SESSION VI**

Amphitheater I

**OPERATIONS AND SAFETY****PART I****GENERAL SESSION**

Tuesday, January 23, 1 00 p m - 5 00 p m

**PART II**

Wednesday, January 24, 8 00 a m - 5 00 p m

**Title:** Winter Safety and Survival-Educational Program**Description:** Training on what to do if you were stranded in the field during a snow-ice storm. How to cope with the panic and fear, learn how to keep yourself and others alive until help arrives**Instructors:** Don Davis - Wilderness  
Survival Institute, Wheat Ridge, CO**PART III**

Thursday, January 25, 8 00 a m - 12 00 noon

**Title:** Chain Saw Safety and Maintenance**Description:** General chain saw maintenance, safe operation of chain saws and chain saw safety around power lines**Title:** Proper Pruning Around Power Lines**Description:** Drop crotch pruning and disadvantages of flat-top pruning*(continued on next page)*

**Title** Line Clearance Climbing

**Description:** Basic techniques of climbing and climbing safety around power lines

**Title:** Line Clearance Rigging

**Description:** Examples of rigging techniques, how rigging is helpful around power lines and why rigging is especially important after storms

**Instructors:** Wilbur H Nutter  
John Sanford  
Randy Reupe  
Wright Tree Service

**Coordinators** Dave Hinders  
Tim Chance



**SESSION VII**

Exhibit Hall

**REGULATOR MAINTENANCE  
AND TESTING****GENERAL SESSION Tuesday, January 23  
1:00 p.m. - 5:00 p.m****Wednesday, January 24, 8:00 a.m. - 5:00 p.m****Thursday, January 25, 8:00 a.m. - 12:00 noon****1) Program Content**

Introduction to regulators, discussions on the fundamentals of regulator operations from the beginning of regulators to today,

- A) Basic construction
- B) Schematic and wiring diagrams
- C) Tap changers and tap changing circuits
- D) Contact wear and adjustment
- E) Basic understanding and operation of the regulator i.e. voltage level, band width, time delay, line drop compensation, reverse power flow, voltage reduction control
- F) Electrical trouble shooting
- G) Mechanical trouble shooting
- H) Control application and use
- I) Control trouble shooting
- J) Quiz on regulators and their operation
- K) Review

**2) Instructors:**

Robert Champion - Sr Field Service Engineer  
- Siemens Jackson Apparatus Division

Mark Mande - Northern Area Manager -  
Siemens Columbus, Sales Division

**Coordinators** Bert Magstadt and Don Hook

**COURSE LIMITED TO 26 PARTICIPANTS**

10

## SESSION VIII

Crystal Room

### GAS OPERATOR QUALIFICATIONS

GENERAL SESSION Tuesday, January 23

1.00 p m - 5.00 p m

Wednesday, January 24, 8:00 a m - 5 00 p m.

Thursday, January 25, 8:00 a m - 12:00 noon

**Description:** 12 hours of required operation qualifications training for gas utility employees

#### TOPICS

Characteristics and Hazards of Natural Gas  
Potential Ignition Sources Indoor and Outdoor  
Recognizing Emergency Conditions  
Recognizing and Reporting Natural Gas Leaks  
Personal Protective Equipment  
Power Tool Safety  
Proper Firefighting Techniques  
Controlling the Accidental Release of Gas

**PARTICIPANTS MUST HAVE CGI'S — PLEASE BRING THEM.**

**Test to follow each module (certifications granted upon successful completion of test)**

**Instructors:** Terry Hanson, Gas Technologies  
Instructor, Mitchell Technical Institute,  
Mitchell, SD

**Coordinators** Rich Nighbert and Tom Honkomp

# **Joint Utility Training Committee**

## **Chairman.**

Kevin Kouba, Otter Tail Power,  
Milbank, SD

## **Vice Chairman**

Mark Mengershauser - Charles Mix Electric,  
Lake Andes, SD

## **Secretary:**

Todd Chambers - City of Pierre,  
Pierre, SD

## **Treasurer:**

Randy Dickerson, SD Rural Electric Association,  
Pierre, SD

## **South Dakota Rural Electric Association**

Loren Noess - Intercounty Electric, Mitchell, SD  
Gary Clayton - Rosebud Electric, Gregory, SD  
Larry Brink - Dakota Energy Co-op , Huron, SD  
Tim Chance - Lincoln Union Electric, Alcester, SD  
Mark Mengershauser - Charles Mix Electric,  
Lake Andes, SD

## **Investor-Owned Electric Utilities:**

Kevin Kouba - Otter Tail Power Company,  
Milbank, SD  
David Hinders, NWPS, Huron, SD  
Bruce Brekke - Montana-Dakota Utilities,  
Mobridge, SD  
Clark Hendrickson - Northern States Power Co ,  
Sioux Falls, SD

## **Municipal Electric Utilities.**

Tom Honkomp - Brookings Municipal Utilities,  
Brookings, SD  
Jim Mergen - City of Sioux Falls, Sioux Falls, SD  
Todd Chambers - City of Pierre, Pierre, SD  
Bert Magstadt, Watertown Municipal Utilities,  
Watertown, SD  
Rich Nighbert, Madison Municipal Utilities,  
Madison, SD

## **Generation, Transmission, Political Subdistricts, Statewide Association**

Randy Dickerson - SD Rural Electric Ass'n ,  
Pierre, SD  
Don Hook - East River Electric, Madison, SD  
Rodney Gunn - West River Electric, Rapid City, SD

