Water Distribution – Level 2

Operator Training and Certification for Tribal Personnel

Attn: New Dates!

December 3-7, 2018

Hosted by the Menominee Indian Tribe of Wisconsin
Keshena, Wisconsin

Includes:

- ✓ FREE Training for Tribal Personnel
- ✓ Opportunity for FREE Professional Certification
- ✓ Travel Expense Reimbursement Stipends Available

Comments from Past Training Participants:

"Outstanding training course; very informative."

"The instructor was very good…energetic and passionate."

Inter Tribal Council of Arizona, Inc.
21 TRIBAL NATIONS

WATER DISTRIBUTION – LEVEL 2 OPERATOR TRAINING
FOR TRIBAL PERSONNEL

December 3-7, 2018

Hosted by the Menominee Indian Tribe of Wisconsin
College of Menominee Nation Library
Keshena, Wisconsin

Instructor: **Michael Alvidrez, Alvidrez Water Operations**
Training Manual: AWWA WSO Water Distribution, Grades 1-2

Made Possible by the **Inter Tribal Council of Arizona, Inc.**

Course Agenda

Monday, December 3, 2018

8:30 – 9:00 a.m.	Welcome & Overview by ITCA
9:00 – 9:30 a.m.	Student Introductions and Pre-Training Quiz
9:30 – 10:00 a.m.	Training Manual Overview
10:00 – 10:15 a.m.	Break
10:15 – 11:59 a.m.	SDWA Regulations
12:00 – 1:00 p.m.	Lunch Break
1:00 – 2:30 p.m.	Water Math Part 1 – Conversions
2:30 – 2:45 p.m.	Break
2:45 – 3:15 p.m.	Water Use and System Design
3:15 – 4:00 p.m.	Water System Hydraulics
4:00 – 5:00 p.m.	Pipe/Water Main Installation/Main Testing

Tuesday, December 4, 2018

8:30 – 10:00 a.m.	Water Math Part II -- Geometry
10:00 – 10:15 a.m.	Break
10:15 – 11:00 a.m.	System Mapping
11:00 – 11:30 a.m.	Groundwater Wells
11:30 – 11:59 a.m.	Water Services
12:00 – 1:00 p.m.	Lunch Break
1:00 – 1:30 p.m.	Valves
1:30 – 2:30 p.m.	Water Storage Tanks (understanding all their functions)
2:30 – 2:45 p.m.	Break
2:45 – 3:30 p.m.	Electrical Systems
3:30 – 5:00 p.m.	Pumps & Motors (how to read a pump curve)

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Made Possible by the **Inter Tribal Council of Arizona, Inc.**

Course Agenda, continued

Wednesday, December 5, 2018

8:30 – 10:00 a.m.	Math Part III – Flows and Velocities
10:00 – 10:15 a.m.	Break
10:15 – 11:00 a.m.	Water Math Part IV – Wire to Water Horsepower Calculations
11:00 – 11:59 a.m.	Disinfection: Principles of Chlorination
12:00 – 1:00 p.m.	Lunch Break
1:00 – 2:00 p.m.	Disinfection: Chlorination Chemistry and Dosing Formulas
2:00 – 2:30 p.m.	System Operations
2:30 – 2:45 p.m.	Break
2:45 – 3:30 p.m.	System Operations
3:30 – 5:00 p.m.	Water Quality

Thursday, December 6, 2018

8:30 – 10:00 a.m.	Utility Management
10:00 – 10:15 a.m.	Break
10:15 – 11:59 a.m.	Utility Management
12:00 – 1:00 p.m.	Lunch Break
1:00 – 3:00 p.m.	Fire Hydrants
3:00 – 3:15 p.m.	Break
3:15 – 3:45 p.m.	Public Relations
3:45 – 5:00 p.m.	Meters (a tool for water usage and loss)

Friday, December 7, 2018

8:30 – 9:30 a.m.	Cross-Connection Control
9:30 – 10:00 a.m.	Safety
10:00 – 10:15 a.m.	Break
10:15 – 11:00 a.m.	Post-Training Quiz / review answers
11:00 – 11:59 a.m.	Distribution course wrap up and operator networking
12:00 p.m.	Training Course Adjourns
1:00 – 5:00 p.m.	Optional Exam Session of Operator Certification

REGISTRATION FORM

WATER DISTRIBUTION – LEVEL 2

OPERATOR TRAINING FOR TRIBAL PERSONNEL

December 3 - 7, 2018
Keshena, Wisconsin

(Please Print Clearly)

Name: _____
(First) (Last)

Title/Position: _____

Tribal Utility/Organization: _____

Business Address: _____
(Mailing) (Street/P.O. Box)

_____
(City) (State) (Zip Code)

Telephone Number: (_____) _____-_____ Fax Number: (_____)_____-_____

E-mail Address: _____

Will attendee be requesting a travel expense reimbursement stipend? ☐ YES ☐ NO

Will attendee be taking the operator certification exam? ☐ YES ☐ NO

- ❑ Yes, I do plan on attending the **Water Distribution – Level 2** Training Course being held at the College of Menominee Nation S. Verna Fowler Academic Library, which is located at N 172 WI-55, Keshena, WI 54135.
- ❑ Yes, I understand that if accepted into this training course, ITCA will send me written confirmation of a reserved class seat.
- ❑ **Yes, I understand that if I plan to take the Water Distribution – Level 2 operator certification exam, I must submit a complete ITCA Application for New Certification. I understand that prior approval from ITCA is required to be admitted into the certification exam session.**
- ❑ Yes, I understand that I am responsible for making my own travel and lodging arrangements.
- ❑ Yes, I understand the Inter Tribal Council of Arizona, Inc. reserves the right to cancel or reschedule any training event due to lack of enrollment or funds.

Please complete this registration form and return by mail, email or fax by **Friday, November 30, 2018**, to the following:

Inter Tribal Council of Arizona, Inc.
TRIBAL WATER DEPARTMENT
2214 N. Central Avenue, Suite 100, Phoenix, AZ 85004
waquin.preston@itcaonline.com or marguerite.sheehan@itcaonline.com
Telephone: (602) 258-4822 Fax: (602) 258-4825

Please Note: Photographs taken by ITCA staff at training/meeting events may be used in ITCA publications including, but not limited to, ITCA's website, publications and social media. If you do not consent to have your photograph published, please notify ITCA staff at the training/meeting.

NATIONAL TRIBAL WATER AND WASTEWATER OPERATOR CERTIFICATION PROGRAM
TRAINING ANNOUNCEMENT

****DRAFT****

WATER DISTRIBUTION- LEVEL 2

Attn: New Dates!

OPERATOR TRAINING FOR TRIBAL PERSONNEL

Hosted by the Menominee Indian Tribe of Wisconsin
Keshena, Wisconsin
December 3-7, 2018

THE TRAINING COURSE:
The Inter Tribal Council of Arizona, Inc. (ITCA) is pleased to offer the **Water Distribution – Level 2** training course. The course is designed to enhance the skills and knowledge of Tribal drinking water system operators. Subjects covered in this training course will include: water demand & usage; water chemistry; drinking water standards; Safe Drinking Water Act and drinking water distribution system regulations; disinfection; sampling; distribution system components; hydraulics; piping and storage systems; control valves; hydrants; water line installation; corrosion; pumps; mechanical maintenance; instrumentation; meters; distribution system management; cross connection control; and worker safety. A training and reference textbook will be provided.

ITCA does NOT "teach to the certification exams." Students intending to take an operator certification exam after this training course are encouraged to study the need-to-know criteria and recommended study guide references associated with the certification exam. An optional certification exam session for Tribal water operator certification will be offered for free following the end of this training course. Attendees that are only interested in the training may choose not to take the certification exam.

COST:
Tribal personnel may attend this training course for **free**.

INSTRUCTOR:
ITCA has contracted with subject-matter expert Mr. Michael Alvidrez, of Alvidrez Water Operations, LLC, to instruct this training course. Mr. Alvidrez has extensive experience in the operation and maintenance of drinking water systems in Indian Country.

ATTENDANCE & CONTACT HOURS:
Sign-in sheets will be administered for both morning and afternoon sessions on each day of the training course. Attendees will receive written recognition of earned training contact hours based on attendance. Training contact hours may be accepted towards the training requirements for new certification or as Professional Development Hour (PDH) / continuing education credit towards the renewal of existing certification.

Ak-Chin Indian Community
Cocopah Tribe
Colorado River Indian Tribes
Fort McDowell Yavapai Nation
Fort Mojave Tribe
Gila River Indian Community
Havasupai Tribe
Hopi Tribe
Hualapai Tribe
Kaibab-Paiute Tribe
Pascua Yaqui Tribe
Pueblo of Zuni
Quechan Tribe
Salt River Pima-Maricopa Indian Community
San Carlos Apache Tribe
San Juan Southern Paiute Tribe
Tohono O'odham Nation
Tonto Apache Tribe
White Mountain Apache Tribe
Yavapai-Apache Nation
Yavapai-Prescott Indian Tribe

2214 North Central Avenue ◎ Phoenix, Arizona 85004 ◎ p 602.258.4822 ◎ f 602.258.4825 ◎ www.itcaonline.com

LOCATION:
The training course will be hosted by the Menominee Indian Tribe of Wisconsin at the College of Menominee Nation, S. Verna Fowler Academic Library, which is located at N 172 WI-55, Keshena, Wisconsin 54135. The contact phone number for the College of Menominee Nation Library is (715) 799-6226 ext. 3003.

DATES & TIMES:
On Monday, December 3, 2018, through Thursday, December 6, 2018, the training course will begin each day at 8:30 A.M. and will conclude each day at or before 5:00 P.M. There will be a one-hour lunch break each day and meals will NOT be provided. On Friday, December 7, 2018, the training course will begin at 8:30 A.M. and will conclude at or before noon.

An optional certification exam session will take place at the same location on Friday, December 7, 2018, starting promptly at 1:00 P.M. and concluding at or before 5:00 P.M. The Association of Boards of Certification (ABC) 2012 Edition Standardized Exams for Water Distribution – Level 2 operator certification exam will be administered to interested and eligible Tribal personnel. *Please be advised that prior approval from ITCA is required for admission into the exam session. There will be no late admission into the exam session.*

REGISTRATION: Class Registration Deadline is November 30, 2018
Classroom space is limited. To request a class seat, please register as soon as possible. To register, complete the attached registration form and return to ITCA no later than close of business on **Friday, November 30, 2018**. Registration is subject to close before this deadline if all class seats are reserved. Registrants that are accepted into the training course will receive written confirmation of a reserved seat. Please Note: a reserved seat does not apply to the exam session. Separate written approval is required to be admitted into the certification exam session (see below).

ITCA PROGRAM OBJECTIVE:
The National Tribal Water and Wastewater Operator Certification Program at ITCA serves to meet the needs of system operators working on Tribal lands and to provide a jurisdictionally-correct alternative to state certification programs. The ITCA is a U.S. EPA-approved provider of certification services under the U.S. EPA Tribal Drinking Water Operator Certification Program Guidelines and makes its services available to all Tribal water and wastewater system operators working in Indian Country. ITCA-issued certification in drinking water or wastewater is deemed equivalent and accepted through reciprocity (exam waiver) by numerous states. Tribal operator certification is an additional way by which Tribal governments can exercise their sovereignty and promote their self-determination goals.

EXAMINATION & CERTIFICATION: Exam Application Deadline is November 30, 2018
ITCA staff will be available to proctor the ABC 2012 Edition Standardized, 100-question paper-booklet exam following the training course (at the same location) to eligible Tribal personnel seeking Water Distribution - Level 1 or Water Distribution - Level 2 Operator Certification. Participants must have prior written approval from ITCA to be admitted into the examination session. Approval is based upon submittal of a completed ITCA *Application for New (Drinking Water) Certification* by close of business on **Friday, November 30, 2018**. Please refer to the ITCA Application Booklet for complete operator certification eligibility criteria and the application, which is available on the ITCA website or by directly contacting the ITCA Tribal Water Department. You are highly encouraged to submit an application as soon as possible.

Tribal personnel may apply for Tribal operator certification and take the Water Distribution – Level 2 operator certification exam for free.

Students intending to take the certification exam are encouraged to study the ABC 2012 Edition Standardized Exams Need-to-Know Criteria and a list of recommended study guide references can be found at: http://www.abccert.org.

LODGING:
You are responsible for making your own travel and lodging arrangements. For your convenience, the following is a list of some local hotels. This is a non-inclusive, non-endorsement listing.

- Menominee Casino & Resort, N277 WI-47, Keshena, WI 54135, (800) 343-7778 ext. 7100
- Quality Inn & Suites, 104 Airport Rd., Shawano, WI 54166, (715) 526-2044
- Shawano Four Seasons Resort, 1352, 201 Airport Rd, Shawano, WI 54166, (855) 574-8501
- Super 8 by Wyndham Shawano, 211 S Waukechon St, Shawano, WI 54166, (715) 526-6688

TRAVEL EXPENSE REIMBURSEMENT STIPENDS:
Limited travel expense reimbursement stipends (partial reimbursement) are available for eligible Tribal operators who attend the entire training event. Prior to traveling to the training event, preliminary applications for proposed travel expense reimbursement stipends will be considered for funding by ITCA. Preliminary applications will be considered on a first-come first-served basis and will be subject to funding availability.

Please follow the steps below if you are interested in receiving a travel expense reimbursement stipend.

1. Submit a completed Preliminary Application for Travel Reimbursement Stipend to ITCA before close of business on **Monday, November 26, 2018**. The form must include the signature of the attendee's supervisor. The Preliminary Application Form is available upon request.
2. Applicants that are approved by ITCA will receive written notice stating the level of funding available for their travel reimbursement stipend.
3. Following travel, the traveler must submit a complete Final Travel Expense Reimbursement Claims Form with attached receipts.

Preliminary applications shall include proposed travel expenses that meet the federal government GSA rates. The maximum per diem rate for Keshena, Wisconsin for the period of this event is $94 for lodging and $55 for meals and incidentals. According to federal guidelines, local residents traveling less than fifty miles one-way are eligible only for mileage reimbursement costs for use of privately-owned automobiles at the rate of $0.545 per mile.

For additional information, please contact the ITCA Tribal Water Department at (602) 258-4822.

Please Note: Photographs taken by ITCA staff at training/meeting events may be used in ITCA publications including, but not limited to, ITCA's website, publications and social media. If you do not consent to have your photograph published, please notify ITCA staff at the training/meeting event.

This event is brought to you through a partnership project by the Inter Tribal Council of Arizona, Inc. (ITCA) and the Rural Community Assistance Partnership Inc. (RCAP) for the purpose of improving compliance with regulatory requirements of the Safe Drinking Water Act.

This publication was developed under Assistance Agreement No. X6-83700001 awarded by the U.S. Environmental Protection Agency (USEPA). It has not been formally reviewed by USEPA. The views expressed in this document are solely those of ITCA and USEPA does not endorse any products or commercial services mentioned in this publication.