

# February 2011 PennTRAIN Update



## Training Schedule

Tuition for PennTRAIN classes are \$95 per day with the exception of maintenance courses that are a joint partnership with the Keystone Transit Partnership and PennDOT board training. There is no charge for either program. A new on-line registration is available at [www.penntrain.net](http://www.penntrain.net) for all courses except the board and maintenance trainings.



### Board Training

*There is no charge for this course*

PennDOT and PENNTRAIN have developed a board training program to be presented on-site or at a location of your choice. This 3 hour session is designed to emphasize the unique responsibilities of board members and their role in the community. It is important that Pennsylvania's public transportation systems operate effectively and efficiently and be positioned to maximize resources and opportunities. It is the responsibility of the transit board of directors to adequately understand how a system operates, including its legal responsibilities related to funding, planning, Act 44 and other related legislation and regulations. No matter how seasoned your board of directors is, this training will provide a fresh outlook on how a supportive and knowledgeable board of directors can enhance your organization. Brochure at [www.penntrain.net](http://www.penntrain.net)

### TransitSCORE Program

The award winning, quality program for people in transit! Aimed at trainers and potential trainers in both urban and rural public transportation systems, TransitSCORE courses teach the skills and deliver the information needed by van and bus operators to provide Safe, Courteous, On-time, Reliable, Excellent Service. TransitSCORE is a 100 hour program but individual courses can be taken without enrolling in the entire program. **Class schedule: 8:00 AM—4:00 PM for all modules**

- **The Professional Trainer** - March 15-17, 2011 *Instructors: Bob Schmitt, Michael Noel*

*The Nittany Lion Inn, 200 W. Park Ave., State College, PA 16803, 800-233-7505, Room Block PENC11D*

*Rate \$109 Cut-off date for rooms is 2/15/11 Tuition \$285*

### Professional Supervisor Program (PSP)

Professional Supervisor/Manager Training is a multi-level series of courses for transit supervisors and managers. Completion of all four levels (100, 200, 300 and 400) leads to a Professional Supervisor/Manager Training Certificate. This program is based on the TransitSCORE model and offers high quality, practical and effective training for transit supervisors and middle managers. Student begin PSP training at Level 100 and move on consecutively through each level. Each course level requires three days of training. Homework assignments given in levels 100, 200 and 300 make up an important component of the program and the amount of time required to complete the assignments is manageable.

**All Classes**—Wyndham, 95 Presidential Circle, Gettysburg, PA 17325 717-339-0020 -*\$285 tuition/level*

*Room Block: PennTRAIN \$99/night rate for all levels*

**Class schedule:** 8:00 AM—4:00 PM, Evening session is included in Levels 200, 300 & 400

**PSP 400** - March 8-10, 2011

*Instructors: Bob Schmitt & Michael Noel*

### Maintenance Training

*There is no charge for maintenance courses*

New class schedule—March 2011



Email : [cconaway@pennttrain.net](mailto:cconaway@pennttrain.net)  
for more information on maintenance



## Disadvantaged Business Enterprise (DBE)

Length: 3 Days

### Audience:

DBE Managers, General Managers, Procurement Managers and their staff of state DOT's, transit agencies, and Metropolitan Planning Organizations and transit vehicle manufacturers.

### Description:

Every transit agency receiving funding from FTA must comply with DOT's DBE regulations. Transit grantees and others involved in the application and the administration of the DBE requirements should have a complete understanding of these requirements and engage in the best practices with regard to encouraging participation by DBE's.

This training is designed to assist DBE transit agency staff and FTA regional staff with developing and implementing policies and procedures consistent with US DOT's revised DBE regulations, 49 CFR Part 26, and DOT guidance. This course will provide a basic understanding and working knowledge of the US DOT DBE regulations and DOT guidance. Attendees will be provided with the tools necessary to design and implement a DBE program in their organizations or agencies.

### Topics:

- Federal requirements regarding DBE's
- Setting annual DBE goals
- Accounting for and reporting DBE participation
- Certification of DBE's
- Agency specific DBE requirements
- FTA's role in the DBE process
- Disputes and appeals under the DBE requirements

PLEASE NOTE THE FOLLOWING: This class is oriented towards Federal Transit Administration grantees and focuses on transit related DBE issues. Non-transit grant recipients and non-transit modal operators may not receive the specific technical assistance related to Federal Highway Administration (FHWA) and the Federal Aviation Administration (FAA) DBE issues.

### Fee:

Tuition shall be waived for federal, state and local government employees who work in transportation or related areas.



**Mark your calendar for PPTA Spring Conference**

**Spring Conference & Expo 4/27,28,29/11 (Lancaster)**  
Registration @ [www.ppta.net](http://www.ppta.net)



Questions?  
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