



COURSE INFORMATION

Join your transit colleagues for training that takes place as a part of our annual expo and roadeo. The spring course offerings include: Transit Board Training, Making Dollars and Sense of Transit Finance, Drug & Alcohol Training, Transit Operations: Making it Work, PASS Train the Trainer, and PASS Training. All course descriptions are on the back of this flyer, and RTAP scholarships are available!

We hope to see you there!

Register for these courses at txtransit.org

TTA SPRING TRAINING 2017

March 22-24, Lubbock, Texas

Transit Board Training

The transit board training is designed to develop knowledge and skills of transit board members needed to fulfill their obligations to oversee the transit agency and to define policy in an efficient and effective manner. The objectives for the training session include the following:

- Strengthen the comfort level of each participant in their responsibilities for their agency.
- Empower board members with information about transit and transit funding.
- Explain what questions board members should be asking the staff at their agencies.
- Enable participants to network with other board members from around the state.

“Making Dollars and Sense of Transit Finance”

This is a workshop that provides information on how transit is financed at the federal, state and local level, how to structure, allocate, track, and report transit agency financials, how to measure, compare, and benchmark cost effectiveness, and provide board and stakeholder information to effectively communicate performance and guide transit decision making that will help your community achieve its goals.

Drug & Alcohol Training

In this class one will learn about the history of drug and alcohol testing in the transit industry, the basic requirements of the federal rules, and DAPM/DER responsibilities under 49 CFR Part 655 and Part 40. Step by step, the speakers will guide the participants through the building blocks that make up a compliant FTA program. Through discussion of “best practices,” the participant will learn efficient and effective methods used by covered employers to comply with the regulations. Other topics include: policy and training requirements, categories of testing, testing procedures, responsibilities of service agents, recordkeeping and DAMIS reporting.

Transit Operations: Making It Work!

This interactive workshop will cover several aspects of transit operations including service planning and vehicle/facility maintenance. The training will cover plans for service monitoring and assessment; performance evaluation and measurement; and evaluating your system's effectiveness and efficiency. We will look at data collection, route analysis, the implementation of route changes, and how to develop new routes. Throughout this workshop, there will be ample opportunity for group information sharing as well as time for questions and answers specific to your agency's situation. In addition, this training will cover all the criteria required by the Federal Transit Administration for maintenance of vehicles of all types and written maintenance plans for all federally funded buildings, property and equipment. Specific topics will include: State of Good Repair; maintenance and ADA requirements; factors that influence maintenance costs; proactive management of maintenance costs; fleet inventory and condition reports; vehicle and facility inspections; vehicle mechanical failures; vehicle replacement plans; preventive maintenance “rules”; maintenance files; warranty management; and maintenance performance measures. Participants will discuss and plan for a “safety culture” as a key part of their transit operations, including evaluating your staff training needs.

PASS Train the Trainer & PASS Training

CTAA's *Passenger Service and Safety* (PASS) driver certification program ensures that community transportation drivers have current expertise in passenger assistance techniques and sensitivity skills appropriate for serving persons with disabilities. The PASS program is designed as a three-day Train-the-Trainer to certify trainers who can then train drivers or as a two-day Driver program in which our instructors train your drivers. Some of the advantages of offering the PASS certification program is the ability to reduce organizational liability; comprehensive, up-to-date training on the assistance drivers should be providing to passengers with special needs; intensive emergency training; certification oversight provided by national leaders in the community transportation field; and updates for all participants on relevant regulatory changes. PASS Training will have most the main components as the Train the Trainer course, but will not include certification.