CITY OF SAN DIEGO
PUBLIC UTILITIES DEPARTMENT
TRAINING SECTION

STAR UTILITY SITE VISIT

SEPTEMBER 24, 2012
SCHEDULE

• Monday, September, 24, 2012
• 11:30 am

Welcome!
SCHEDULE

• 11:45 am – 1:00 pm
• Working Lunch
• Public Utilities Department Training Section Overview – Stuart Karasik, Manager
• Training Registration Processes – Erika Ferreira, Training Supervisor
SCHEDULE

• 1:00 pm – 1:30 PM  Training Prioritization Process
• Kate Christensen, Trainer
• 1:45 pm – 2:00 pm Break
SCHEDULE

• 2:00 pm – 3:00 pm Instructional Design Process for Fall Classic
  • Erika Ferreira, Training Supervisor
  • Mike Rosenberg, Collateral Duty Instructor for Fall Classic
  • Sean Willis, Collateral Duty Instructor for Fall Classic
SCHEDULE

• 3:00 pm – 3:45 pm Tour of ETDC and Lower Training Area
  • Stuart Karasik
  • Erika Ferreira
• 3:45 pm – 4:00 pm Break
• 4:00 pm – 4:45 pm Technical Training/ 5 Yr Strategic Plan – Baywork
• 4:45 pm – 5:00 pm Questions and Debrief
SCHEDULE

• Tuesday, September 25, 2012
• 7:00 am – 11:00 am Observation of Fall Classic Day 1
  • Will Curcio
• 11:00 am – 11:30 am Questions and Discussion of Fall Classic – Stuart Karasik
• 11:30 am to 12:30 pm Lunch
• 12:30 pm – 2:00 pm Final Discussions and Debrief
PUBLIC UTILITIES DEPARTMENT

• 1600 EMPLOYEES
• JOINT WATER AND WASTEWATER UTILITY
• THREE BRANCHES
  – Water
  – Wastewater
  – Business Support
TRAINING SECTION OVERVIEW

- MISSION
- HISTORY
- STAFFING
- PROGRAMMATIC AREAS
  - Technical Training
  - Certification Training
  - Training Consultation
  - Training Contract Management
  - Management and Professional Development
TRAINING SECTION OVERVIEW

• PROGRAMMATIC AREAS
  – Training Data Management
  – Support of Senior Management
  – External Training
  – Tuition Reimbursement
  – Liaison to Other City Departments
  – IACET Authorized Provider
TRAINING SECTION OVERVIEW

- TRAINING PUBLICATIONS
  - Public Utilities Net Training Page
  - Quarterly Training Calendar
  - Weekly Class Connection
  - PURE – Public Utilities Training and Registration
TRAINING SECTION OVERVIEW

• Major Programs
  – Water Academy
  – NEO
  – Spring Training
  – Fall Classic
  – Certification Review Training
TRAINING SECTION OVERVIEW

• Department Instructions
  – 10.10 Training
  – 10.11 Certification Reimbursement
  – 10.12 Financial Training
TRAINING SECTION OVERVIEW

• OTHER PROJECTS AND ACTIVITIES AS ASSIGNED
  – Confined Space Policy
  – Labor Relations
  – Citywide Training
TRAINING PRIORITIZATION PROCESS

• NEEDS IDENTIFICATION
• DEPARTMENT RESOURCES
  – Information/Knowledge
  – SME’s
  – Fiscal
  – Instructors
  – Employees
TRAINING PRIORITYIZATION PROCESS

- JOINT COLLABORATION/RESPONSIBILITIES
  - Training Section Staff
  - SME
  - Requesting Unit
TRAINING PRIORITIZATION PROCESS

• PROGRAM DEVELOPMENT
• PROGRAM REVIEW/PEER REVIEW
• SCHEDULING/PRESENTATION
• PROGRAM EVALUATION
• MODIFICATION BASED ON EVALUATION
TRAINING PRIORITIZATION PROCESS

• ELECTRICAL TRAINING EXAMPLE
INSTRUCTIONAL DESIGN PROCESS

• NEEDS IDENTIFICATION

• DEPARTMENT RESOURCES
  – Information/Knowledge
  – SME’s
  – Fiscal
  – Instructors
  – Employees
INSTRUCTIONAL DESIGN PROCESS

• JOINT COLLABORATION/RESPONSIBILITIES
  – Training Section Staff
  – SME
  – Requesting Unit
INSTRUCTIONAL DESIGN PROCESS

• PROGRAM DEVELOPMENT
• PROGRAM REVIEW/PEER REVIEW
• SCHEDULING/PRESENTATION
• PROGRAM EVALUATION
• MODIFICATION BASED ON EVALUATION
LOWER TRAINING AREA

• NEED
• LOCATION
• ACQUISITION AND COST
• SUPPLIES AND EQUIPMENT
• EXAMPLES OF USE