

## TRAINING ANNOUNCEMENT

**Class Name: Bituminous Plant Monitor Training**

**Office Sponsor: Office of Materials and Road Research – Bituminous Office**

**Class Date(s): April 6, 7, 12, 13, 18, 20, 21, and 11 (8:30 AM to 3:00 PM)**

<b>Description:</b>	This refresher course will cover the duties and responsibilities of a plant monitor. Topics covered: required certifications, material testing issues, test summary sheets, sampling rates, schedule of materials control, and other plant issues. In addition, 2023 Specification changes and the density incentive/disincentive worksheets will be covered. The course will consist of lecture/discussion, hand completion and analysis of worksheets and case studies.																											
<b>Learning Objectives</b>	When completed the participants will be better able to understand the issues and duties of plant monitoring.																											
<b>Audience:</b>	This course is intended for consultant, county, city, and state personnel that perform or will be performing bituminous plant monitoring.																											
<b>Date, Time:</b>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Dates:</th> <th style="text-align: left;">Locator #</th> <th style="text-align: left;">Location</th> </tr> </thead> <tbody> <tr> <td>April 6, 2023</td> <td>0000258945</td> <td>Metro – Maplewood Mn/DOT Offices</td> </tr> <tr> <td>April 7, 2023</td> <td>0000258978</td> <td>Mankato Mn/DOT District Offices</td> </tr> <tr> <td>April 12, 2023</td> <td>0000258983</td> <td>Willmar Mn/DOT District Offices</td> </tr> <tr> <td>April 13, 2023</td> <td>0000259052</td> <td>Rochester Mn/DOT District Offices</td> </tr> <tr> <td>April 18, 2023</td> <td>0000259053</td> <td>Duluth Mn/DOT District Offices</td> </tr> <tr> <td>April 20, 2023</td> <td>0000259054</td> <td>Detroit Lakes Mn/DOT District Offices</td> </tr> <tr> <td>April 21, 2023</td> <td>0000259055</td> <td>St. Cloud Mn/DOT Training Center</td> </tr> <tr> <td>May 11, 2023</td> <td>0000259056</td> <td>Bemidji Mn/DOT District Offices</td> </tr> </tbody> </table> <p>All classes will be held in person. You may register for any of the dates/locations, but you may find it helpful to attend the session with others in your geographical area.</p>	Dates:	Locator #	Location	April 6, 2023	0000258945	Metro – Maplewood Mn/DOT Offices	April 7, 2023	0000258978	Mankato Mn/DOT District Offices	April 12, 2023	0000258983	Willmar Mn/DOT District Offices	April 13, 2023	0000259052	Rochester Mn/DOT District Offices	April 18, 2023	0000259053	Duluth Mn/DOT District Offices	April 20, 2023	0000259054	Detroit Lakes Mn/DOT District Offices	April 21, 2023	0000259055	St. Cloud Mn/DOT Training Center	May 11, 2023	0000259056	Bemidji Mn/DOT District Offices
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<b>Materials:</b>	A calculator and pen or pencil to take notes.																											
<b>Class Fee:</b>	There is a \$50.00 fee for this training. Lunch is provided.																											
<b>Registration Procedures:</b>  ** New Process for Non-MnDOT attendees	<p><b>MNDOT EMPLOYEES</b> - Obtain your supervisor's approval, then contact your Training Representative to register for the class. Employees must include the JV Transfer Form when submitting the registration request to the Training Representative. TDS - submit Journal Voucher transfer and include JV number when registering in Pathlore.</p> <p><b>NON MNDOT CUSTOMERS</b> - <a href="#">Submit online registration and payment form here.</a></p> <p><b>**NEW**</b> Online credit card payments are now an option at this registration page.</p>																											
<b>Cancellation Procedures:</b>	Notify Lisa Bilotta at 651-366-5500 or <a href="mailto:lisa.bilotta@state.mn.us">lisa.bilotta@state.mn.us</a> at least 5 days prior to class.																											
<b>Class Info:</b>	For registration questions: Lisa Bilotta 651-366-5500 or <a href="mailto:lisa.bilotta@state.mn.us">lisa.bilotta@state.mn.us</a> Content Expert: Rich Kane (612)437-3005 <a href="mailto:Richard.kane@state.mn.us">Richard.kane@state.mn.us</a> & Mike Skurdalsvold (651)366-5574 <a href="mailto:michael.skurdalsvold@state.mn.us">michael.skurdalsvold@state.mn.us</a>																											
<b>Compensatory Time:</b>	Employees who are subject to overtime should note that all non-assigned training is voluntary and that the total state time is not to exceed the regular scheduled work day.																											

Individuals who need a reasonable accommodation to participate in this event, please contact Janet Miller, Disability Programs Coordinator, MnDOT Office of Equity and Diversity, 395 John Ireland Boulevard, St. Paul, MN 55155, or send an e-mail to [janet.rae.miller@state.mn.us](mailto:janet.rae.miller@state.mn.us).