

Name
Address
City State ZIP+4
Phone # () Fax # ()
Company (optional)
EMAIL

Free Contractor Training Day Spokane

Registration Form
Friday, October 23, 2015

Mail, fax or email a copy of registration form to:
Dept. of Labor & Industries
Attn: Julie Perales or Mandi Mackey
PO Box 44400
Olympia WA 98504-4400
FAX: 360 902-5292
Email: LniTraining@Lni.wa.gov
OR Call: 360 902-6366 or 360-902-5217

Select one class in each time frame by checking the box.

Time	Room	Course Title	
7:30 AM		Check-in and networking	
8:00 AM			1 Hour 55 Minutes
<input type="checkbox"/>	Sasquatch	Renovation Requirements for Asbestos, Lead, Mold & Silica – Part 1 (must attend part 1 & part 2)	
<input type="checkbox"/>	Big Foot	Everything You Want to Know About Your L&I Account	
<input type="checkbox"/>	Little Foot B	Preparing Your Contracts and Warranties	
<input type="checkbox"/>	Skitch Room	Manufactured/Mobile Home Installer CEU (Installer Class at 8am plus any class at 10 am)	
<input type="checkbox"/>	Room 004	Plumbing Code Training – Part 1**	
10:00 AM			
<input type="checkbox"/>	Sasquatch	Renovation Requirements for Asbestos, Lead, Mold & Silica – Part 2 (must attend part 1 & part 2)	
<input type="checkbox"/>	Big Foot	State Taxes – Sales, Use, and B&O	
<input type="checkbox"/>	Little Foot B	Surviving as a Subcontractor	1 Hour
<input type="checkbox"/>	Skitch Room	Accident Prevention Program and Your Weeklies	55 Minutes
<input type="checkbox"/>	Room 004	Plumbing Code Training – Part 2**	
12:00PM		Lunch – on your own	
1:00pm			
<input type="checkbox"/>	Sasquatch	Commerce Lead Rule Enforcement for Remodelers (EPA RRP)	
<input type="checkbox"/>	Big Foot	Stay at Work – Workers' Compensation Insurance Program	55 Minutes
<input type="checkbox"/>	Little Foot B	Protecting Your Business and Your Customer	
<input type="checkbox"/>	Skitch Room	ESD's Shared Work Program – Keeping Momentum when Business Slows	
<input type="checkbox"/>	Room 004	Electrical Licensing 101**	
2:00 PM			
<input type="checkbox"/>	Sasquatch	Bidding Estimating and the Bottom Line	
<input type="checkbox"/>	Big Foot	Small Business Planning	1 Hour
<input type="checkbox"/>	Little Foot A	Prevailing Wage	25 minutes
<input type="checkbox"/>	Little Foot B	Managing the Difficult Customer	
<input type="checkbox"/>	Skitch Room	Hiring "Independent Contractors & Avoid Prime Contractor Liability	
<input type="checkbox"/>	Room 004	Fall Prevention in Construction	
3:30 PM			
<input type="checkbox"/>	Sasquatch	Respiratory Hazard Protection and Fit Testing (\$28 covers the medical evaluation)	
<input type="checkbox"/>	Big Foot	Cash Flow Management	
<input type="checkbox"/>	Little Foot A	Advance Prevailing Wage	1 Hour
<input type="checkbox"/>	Little Foot B	Managing Claims to Control Your Industrial Insurance Costs	25 minutes
<input type="checkbox"/>	Skitch Room	OMWBE Certification Review Workshop	
<input type="checkbox"/>	Room 004	Plumbing Contractors – Certification Requirements**	

Please bring a copy of this schedule to the training

Please add my E-mail address to the L&I Training Calendar (Bi-monthly e-mail of training events)

I learned of this workshop via: Mailing Newsletter Bldg. Assoc. Website Gov. Office Other_____

**Classes will be located at
Spokane Community College
Lair Student Center
1810 N Green St
Spokane, WA 99217**

- **Yes, I want to obtain 4 hours of Plumbing Industry Related Continuing Education Credit which requires attending two (*)classes plus 1 other. Fee is \$48.00. (Last 3 time slots)
- **Yes, I would like to attend the Code Training Part 1 and 2 for 4 hours of Plumbing Code Continuing Education Credit for a fee of \$48.00.
- I want to obtain **4 hours** Manufactured Installer CEU – Fee \$52.00 (Installer Class at 8am plus any class at 10 am)
- I would like to obtain Department of Ecology Continuing Education Credits (Free)



Washington State Department of
Labor & Industries

Free Training for Construction Contractors

Training will take place at:
Spokane Community College – Lair Center
1810 N Green St
Spokane, WA 99217

When: Friday, October 23, 2015

Check-in and networking begins at 7:30 AM

Don't miss out on this great training event! Email fax or mail in your registration today!

Course Descriptions and Presenters

Everything You want to know about your L&I Account (*Contractors with employees*) Learn what happens when you open your L&I account. What are risk classes and how are they assigned? Learn how rates are set and adjusted; how claims affect rates; what you can do to control your company's rates; and about the processes for filing your quarterly premium reports. Presented by Roseann Collins and Chris Alcatraz, Labor and Industries.

Hiring "Independent Contractors" in Washington State and Protecting Yourself from Prime Contractor Liability (*All contractors*) – Learn the distinction between an "independent contractor" and an employee. This course will help you understand when you must meet safety standards, pay workers' compensation premiums, meet wage & hour requirements and pay unemployment insurance. You will also learn about potential liabilities for your Sub-Contractors Workers Compensation premiums. Presented by Allen Thurston, Labor and Industries.

Stay At Work – Workers Comp Insurance Program (*Contractors with employees*) - Learn about L&I's new program to help employers keep injured workers on the job and the best part is L&I pays half the wages plus expenses to do it. Learn about how to qualify, how the program works and how this program can benefit your company and your worker. Presented by Chris Ver Eecke, Stay at Work Program Specialist, Labor & Industries.

Managing Claims to Control Your Industrial Insurance Costs (*All contractors*) – Overview of the industrial insurance claims process for the new employer. We will help you understand your rights and responsibilities to protect workers from injury and what the processes are when an employee is hurt. "Light duty" and "return to work" opportunities, communicating with and getting the proper information to the claims manager and protest timelines and information. Presented by: Amy Early, Claims Unit Supervisor, Labor & Industries.

State Taxes Sales, Use and B&O (*All contractors*) – Get your questions answered about use taxes, B&O filing and other useful information from the Department of Revenue. Presented by Melissa Sharp, Department of Revenue.

Prevailing Wage (*All contractors*) – Intents and affidavits on line, completing and filing. Scopes of work and prevailing wage rates – where to find them and how they are set. Certified payroll and other information you need to know when working on a public works project. Presented by Laura Herman, Prevailing Wage Technical Specialist, Labor and Industries.

Advanced Prevailing Wage (*Experienced Contractors*) -Advanced discussion of state prevailing wage law requirements. This workshop is intended for contractors that already have a solid foundation of knowledge of prevailing wage on public works requirements. The workshop focus will be on advanced topics with an open discussion of problems, issues and correct resolutions. We will have certain key topics prepared but will focus primarily on your questions and issues. Please bring your public works and prevailing wage questions and issues! Presented by Laura Herman, Technical Specialist, Labor and Industries.

Renovation Requirements for Asbestos, Lead, Mold, and Silica – (*All contractors*)**8:00 am and 10am Classes:** This course covers the regulations and Agencies (more than 6) that construction companies have to follow when their workers are exposed to **Asbestos, Lead, Mold, and Silica** in residential renovations. Class covers basic containment, PPE required, work practices (including air sampling equipment required) and decontamination procedures. Attendees who successfully complete the course receive the **required 2 Hour Asbestos Awareness Certificate** and a **Lead in Construction Awareness Certificate**. Presented by Kris Alberti, Executive Director, NW Independent Contractors Association (NICA).

Bidding, Estimating and the Bottom line (*New Contractors*) The crucial skills of bidding and estimating – know all the costs to make an accurate bid that will cover labor, supplies, taxes etc., to ensure you have a profit built into each bid. Presented by Kris Alberti, Executive Director, NICA

WA Dept of Commerce Lead Rule Enforcement for Remodelers (EPA RRP) (*All Contractors*) – The Renovation, Repair, and Painting (RRP) Rule is a Federal lead regulation. On or after April 22, 2010, all renovations must be directed by renovators certified in accordance with § 745.90(a) and performed by certified renovators or individuals trained in accordance with § 745.90(b)(2) in target housing or child-occupied facilities, unless the renovation qualifies for one of the exceptions identified in § 745.82(a) or (c). Find out more about the class and what is required under this new rule. Presented by Kris Alberti, Executive Director, NICA.

Respiratory Hazard Protection & Fit Testing: (*Contractors whose employees wear respirators*) - All employees who wear respirators must receive respirator training, medical evaluations, and fit testing. All these are provided through this class. (Medical Evaluations/Fit Testing \$28.00) Hazard Communication covers training and written plan requirements for contractors who work with chemicals such as paints, primers, epoxy's, & glues. Presented by Kris Alberti, Executive Director, NICA.

ESD's Shared Work Program – Keeping Momentum When Business Slows (*Contractors with employees*) It can happen to any business. Demand for your product or service slips. Maybe the market goes in the tank. All you know is your business is in a fix, and you've got hard decisions to make. You don't want to lay off your skilled employees, but what else can you do to cut costs? Employment Security has an alternative called the "Shared Work Program" Learn why more than 96 percent of enrolled employers would recommend it to other business. Presented by Chad Pearson, Employment Security Dept.

Course Descriptions and Presenters, continued

Preparing Your Contract and Warranty (*All contractors*) Learn the most important terms and conditions to have in your contract, what they mean, and why they need to be there. This course will cover warranties, scope of work, change orders, correction of work, building code issues, payment issues, commencement and completion dates, delay issues, fixed price contracts vs. T&M contracts, allowances, liquidated damages and dispute resolution. It is recommended that each attendee bring a copy of his/her company contract to review and mark up during the course. Presented by Linville Law Firm.

Surviving as a Subcontractor (*All contractors*) Learn why and how to utilize conditional bidding and inclusions, exclusions and alternates in your bidding process in order to limit your liability and provide the general contractor with expectations which are reasonable. Learn the common subcontract terms and pitfalls to avoid. The class will review problematic clauses such as pay-when-paid, change directives, warranties, pass through claims, and termination for convenience, scheduling, notice, venue, and dispute resolution. Learn the basics of Washington law with the regard to the recording of liens and the filing of claims against payment bonds and retainages. Presented by Linville Law Firm.

Managing a Difficult Customer (*All contractors*) Learn how to recognize a difficult customer in advance and be prepared to deal with a difficult customer so at the end of the project the customer is happy with your work, and you receive full and final payment for your work. Learn how to manage your customer before and after you start work on the project. Learn the reasons why some builders are successful and are able to avoid legal problems with their customers, get the job done, and get paid for their work. . Presented by Linville Law Firm.

Protecting Your Business and Your Customer (*All contractors*) WA laws afford certain protections to your customers and those laws also require that you provide certain notices to your customers. Learn how to protect your business through proper formation of the appropriate business entity such as a corporation or an LLC, learn who can and cannot file claims against your contractor's registration bond, and learn how to protect your customer against unwanted liens from your subcontractors and their employees. Learn the value of covenants not to compete, employee manuals, and restrictive employment agreements. Presented by Linville Law Firm.

Small Business Planning (*All contractors*) – Practical approaches to small business planning and the importance of a business plan. Information will include key elements of a quality business plan and low or no-cost small business resources to assist you to start, run and grow your construction business. Presented by Joel Nania, Small Business Administration.

Cash Flow Management - Understand Your Business Financials: (*All Contractors*) Determine and anticipate the cash flow needs of your business so you don't run out of money. Learn how to use financial statements as a management tool. Presented by Joel Nania, Small Business Administration

Accident Prevention and Your Weeklies in Construction? (*Contractors with employees*) – Learn about requirements of APP Core Rules and get some of the tools for establishing an AP that is tailored to your specific hazards and work environments. Review of the basics of how to do weekly jobsite inspections and how to hold toolbox talks. Also, a discussion of online resources for these two activities as well as what has been identified as pertinent to the audit and meeting process. Learn what postings and documentation are required for your job site – for example – site safety plan, required postings, first aid and more. Presented by Mark Wagar and Debra Kellard, Division of Occupational Safety & Health, Labor and Industries.

Fall Protection in Construction (All Contractors) Workers who work above 4' from a platform must use fall protection and be trained on its use or implementation. Often at 10', personal fall arrest or similar systems must be used. This class covers anchors and their requirements, personal fall arrest systems, written Fall Protection Plans (both on and off the jobsite). Presented by Presented by Mark Wagar and Debra Kellard, Division of Occupational Safety & Health, Labor and Industries.

***Plumbing Contractors – Certification Requirements** (*All contractors*) Proof of hours, what are the employer requirements, common causes that generate an audit and what is the difference between a trainee and an apprentice? Presented by Bruce Springer, Plumbing Technical Specialist, Labor and Industries.

****Plumbing Code Training – Part 1** Learn common mistakes, code clarifications and how to save your company time and money. Presented by Bruce Springer, Plumbing Technical Specialist, Labor and Industries.

****Plumbing Code Training – Part 2** Current Code, the UPC and Washington Amendments, highlights of recent code changes. Presented by Bruce Springer, Plumbing Technical Specialist, Labor and Industries.

Electrical Licensing 101 (*All contractors*) - This class will explore the breakfast chat stories about who really can do electrical work, when electrical permits are needed, and is there any such thing as minor work. New permit types, licensing rules, and available on-line services will be discussed. Presented by Faith Jeffrey, Electrical, Labor and Industries (Plumber Industry Related CEU Course).

Manufactured Housing Installer (Continuing Education Credit) – Learn the latest statute, code and rule changes and the most common installation problems. Presented by John McMillan, Factory Assembled Structures Program, Labor and Industries.

OMWBE Certification Overview (*All Contractors*) The Washington State Office of Minority and Women's Business Enterprises is presenting this workshop for all small businesses interested in contracting with state government. The certification you may receive is used by buyers for state agency, educational institutions and transportation related projects. Learn the benefits of certification ... and you can bring your prepared application if you wish! (Fees for submitting an application may apply.) For more information prior to this event visit us at www.omwbe.wa.gov., or call a Certification Trainer 1-866-208-1064.

Department of Labor and Industries
DTO – Outreach and Education
Attn: Julie Perales
PO Box 44400
Olympia WA 98504-4400

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Free Training for Construction Contractors Spokane Community College, Spokane WA Friday, October 23, 2015

- Want to learn how to **Save Money on Workers Compensation Premiums?**
- Do you need to update your **Contracts?**
- Does your company have a **required Accident Prevention Plan?**
- Do you want to know more about **Employees or Independent Contractors?**

Then this **Free** training event is for you. All of the experts that can answer these questions and many more have been gathered together to bring you **Construction Contractor Training Day**. More than Twenty-Five different classes on everything from marketing to safety training and customer service issues.