



## *Cody Hotline School*

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*Training Excellence for the Safety of Our  
People and the Customers We Serve.*

### *2017 Registration Packet*

*August 14<sup>th</sup> through August 17<sup>th</sup>, 2017*

*Sponsored by*

*The Wyoming Rural Electric Association*

*And*

*The City of Cody, Wyoming*

**Make Your Motel Reservations Early!**

**Make sure your students get the whole packet!  
There is important information for them inside.**

# *Cody Hotline School*

## **Training School Dates: August 14<sup>th</sup> through August 17<sup>th</sup>, 2017**

The 2017 Cody Hotline School will be held on August 14<sup>th</sup> through August 17<sup>th</sup>, 2017 in Cody, Wyoming at the Lineman Training Field. Please refer to the attached map for directions on how to reach the field. Classroom training will be held at Holiday Inn, which is located at 1701 Sheridan Ave. The school is set up so that enrollees can travel to the school on Sunday, August 13<sup>th</sup>, 2017 and return home on Friday, August 18<sup>th</sup>, 2017. Please plan your travel so that you may stay for the entire 4 days of training. Instructors will have a post school dinner meeting Thursday evening at 6:30 PM to evaluate the session and make plans for next year.

## **Requirements**

*The primary goal of this school is to promote safe working habits for utility line workers. Safety can only be achieved by adherence to the following rules and regulations governing the training field and its use by all participants. The OSHA Safety Rules and Regulations have been adopted for the Cody Lineman Training School and all attendees are required to comply with these safety rules and regulations.*

1. Students will provide and use their own tools, including personal protective equipment.
2. Students will have suitable, OSHA approved eye protection.
3. Hard hats will be worn by all persons present, including visitors.
4. Students and instructors will be required to wear long-sleeved shirts and boots while working on any structure of apparatus. This is to include such items as transformers, circuit breakers, switch cabinets and any other electrical apparatus. The term 'structure' is to include all poles, towers, platforms and substation equipment.
5. Two first aid kits will be provided by the school and will be located on the training field at all times.
6. Climbers or hooks will not be worn on the ground.
7. Gaff guards will be used when climbers are not in use.
8. Each person participating in the school will pay strict attention to all instruction and will refrain from idle talk, jokes and other distracting activities.
9. All students will remain to their assigned crew.
10. Rubber gloves will be worn, ground to ground on all structures, with the exception of transmission work 33 kV or above.
11. Rubber gloves and sleeves will be worn during all gloving procedures.
12. All aerial devices and digger derricks will be grounded.
13. Full body harnesses will be worn by persons in bucket trucks.
14. All conductors will be in constant control at all times while off the insulation
15. There will be no other work performed on the structure, or adjacent structure, while hot line work is being performed on any given structure.
16. While ascending or descending a pole, there will only be one person moving at a time. Other persons will remain belted off.
17. At the end of each session, participants of the group will help the instructor stow the gear used in

## **Training Field Regulations and Requirements** (cont'd)

that session.

18. Only authorized vehicles will be permitted in the training area.
19. Only approved footwear will be worn by students and instructors.
20. Alcohol will not be allowed on school premises, nor consumed during school hours.
21. Enforcement of the rules and regulations will be the responsibility of the coordinators, instructors and school officials.
22. All participants and visitors will respect the rules and regulations and the property of the school. Any infraction will be cause for dismissal by school authorities or instructors. The participating utility will be notified immediately if a student is dismissed from the program.
23. The City of Cody and Wyoming REA assumes no responsibility of the participants, nor will the City of Cody and Wyoming REA be liable in case of accidents.

### Accommodations

**Make your Motel reservations early; Cody Hotline School is during Cody's highest tourist season. A block of rooms is reserved at the Holiday Inn, reservation must be made before July 7<sup>th</sup>, 2016. For the block rate attendees need to use "ZRL" (Cody Hotline School) for the Holiday Inn only, toll free # 1-800-527-5544; ext 635 or 637, and "Cody Hot Line School" for Comfort Inn or Buffalo Bill Cabin Village, toll free # 1-800-527-5544; ext 400. This rate is not available through the national chain toll free numbers.**

**Rates are: Single & Double, \$159.00, Flat Rate 1 to 4 persons for either motel, Cabin Village is \$141.00 for 1 room cabin.**

City of Cody Motel Listings	Good	Better	Best
Holiday Inn      800-527-5544 ext 635 or 637			X
Comfort Inn      800-527-5544 ext 640			X
Beartooth Inn      800-807-8522			X
Moose Creek Inn      587-2221		X	
Carter Mountain Motel      587-4295	X		
Frontier Motel      527-7119	X		
Skyline Motor Lodge      587-4201			X
Cody Motor Lodge      527-6291			X
Antler Inn      587-2084			X
AmericInn      800-777-7786			X
Sunrise Motor Inn      587-5566			X
Sunset Motor Inn      800-624-2727, 587-4265	X		
Summit Inn      587-4040			X
Buffalo Bill Village      587-5544		X	

### **Registration Fees:**

Cost to members of WREA or WMPA will be \$150 per student, no fee for instructors. Non-member utility registration is \$275 per student. If registration is received prior to June 30, 2017, member utilities will pay \$125 per student and the non-member cost will be \$250 per student. If your utility is providing an instructor for this school, you qualify for the member rate.

# Cody Hotline School

## Registration Form

Complete the following form for each student, instructor and company representative attending this school. Students should bring a copy of this form with them to registration and check-in. *Make additional copies as necessary and mail form and check to:*

**Cody Hotline School** Telephone no. 1-307-334-3221  
% Niobrara Electric Association FAX 1-307-334-2620  
PO Box 697  
Lusk, WY 82225

Student (fee required)  Instructor (no fee)  
 Company Representative (no fee)  Operations Mgr. (no fee)

Student Name: \_\_\_\_\_  
Company/Firm Name: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City/State/Zip: \_\_\_\_\_  
Telephone: \_\_\_\_ - \_\_\_\_ - \_\_\_\_\_  
Supervisor/Contact Person: \_\_\_\_\_  
Signature of Company Official: \_\_\_\_\_

**Golf Tournament: WREA Scholarship Fund on Monday evening fill out enclosed registration and send to Big Horn Rural Electric, PO Box 270, Basin, WY 82410. Questions: Call 1-800-564-2419**

Is your Utility a member of WMPA or WREA? Yes \_\_\_ No \_\_\_

Member fee \$150 (\$125 if received prior to June 30, 2017)  
Non-member fee \$275 (\$250 if received prior to June 30, 2017)  
*If your utility is providing an instructor for this school, you can pay the member rate!*  
Students will be limited to 136.

Amount enclosed: \$ \_\_\_\_\_ Tee-shirt size Lg Xlg XXLg other \_\_\_\_\_

Experience Level of Student: Apprentice \_\_\_ Year \_\_\_  
Journeyman \_\_\_ Year \_\_\_  
Other \_\_\_ Explain \_\_\_\_\_

**Classroom: All linemen**

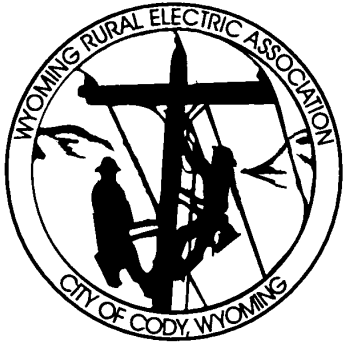
1. Fuse Coordination – An Engineer’s Perspective Tom Nordrum
2. Outage Switch Planning Dane Austin
3. Dispatch & Coordination During an Outage Alyssa Himle

**Field: Choose two for the following three days - (Mark your 1<sup>st</sup> & 2<sup>nd</sup> choice)**

1. \_\_\_\_\_ RUBBER GLOVING - BEGINNER AND ADVANCED (limit 25)
2. \_\_\_\_\_ HOT TENSION STRINGING – (limit 6)
3. \_\_\_\_\_ HOT STICKING – BEGINNER AND ADVANCED (limit 10)
4. \_\_\_\_\_ TRANSMISSION (limit 10)
5. \_\_\_\_\_ APPARATUS (limit 30) Transformer Connections, Regulator, Recloser/Metering)
6. \_\_\_\_\_ UNDERGROUND - (limit 30) (Installation, Fault locating, Boring/Trenching)
7. \_\_\_\_\_ BEGINNER POLE CLIMBING, *FALL ARREST EQUIPMENT SUPPLIED* (Limit 6)
8. \_\_\_\_\_ SUBSTATION (Limit 30) - (Safety, Switching, Mobile)
9. \_\_\_\_\_ METERING FOR LINEMEN (Limit 15)

**CLASS SIZES ARE LIMITED; Second Choice will be assigned when classes are filled.  
Registrations will be dated as received.**

**INSTRUCTOR DINNER Thursday, August 17<sup>th</sup>, 6:30 at COUNTRY CLUB**



# Cody Hotline School

*Training Excellence for the Safety of Our  
People and the Customers We Serve.*

## 2017 Schedule

**Training School Dates: August 14<sup>th</sup> through August 17<sup>th</sup>, 2017**

### **Day One – Monday August 14, 2017**

**Location – Holiday Inn 1701 Sheridan Ave.**

7:30 AM - 8:30 AM	Registration/Check-in	
8:30 AM - 9:00 AM	Welcome/Orientation/Safety Briefing	Bert Pond
9:00 AM - 11:00 AM	Fuse Coordination – An Engineer’s Perspective	Tom Nordrum
11:00 AM –12:30 AM	Lunch (Will be provided)	
12:30 PM – 1:30 PM	Outage Switch Planning	Dane Austin
1:30 PM – 2:30 PM	Dispatch & Coordination During An Outage	Alyssa Himle

**WREA Scholarship Golf Tournament Check-In starting at 4:00 pm. Shotgun Start 4:30 pm -- for those who wish to participate. Bring your clubs, join us at the Olive Glenn Golf & Country Club.**

**Registration is attached.**

### **Day Two – Tuesday August 15, 2017**

**Location – Cody Lineman Training Field – South of Beck Lake Park**

7:30 AM – 12:00 PM	Field assignment
12:00 PM – 1:00 PM	Lunch – On Your Own
1:00 PM – 4:00 PM	Field assignment
<b>5:00 PM – 8:00 PM</b>	<b>Lineman School Barbecue – Cody Convention Center 1240 Beck Ave. (See Map)</b> <b>(Steak Fry, Beverages, Raffle &amp; Door prizes) Hosted by Cody Hotline School Supporters</b>

### **Day Three -- Wednesday August 16, 2017**

**Location – Cody Lineman Training Field – South of Beck Lake Park**

7:30 AM – 12:00 PM	Field Assignment
12:00 PM – 1:00 PM	Lunch -- Barbecue at the Field
1:00 PM – 5:00 PM	Field Assignment

### **Day Four – Thursday August 17, 2017**

**Location – Cody Lineman Training Field – South of Beck Lake Park**

7:30 AM – 12:00 PM	Field Assignment
12:00 PM – 1:00 PM	Lunch On Your Own
1:00 PM – 5:00 PM	Field Assignment

**6:30pm - Instructor Dinner at Country Club**

# 2017 WREA ANNUAL SCHOLARSHIP GOLF TOURNAMENT

**Tournament Hosted by:  
Big Horn Rural Electric Company & Garland Light & Power**

**WHEN:** Monday, August 14, 2017  
**WHERE:** Olive Glenn Golf & Country Club, Cody, Wyoming  
**ADDRESS:** 802 Meadow Lane Avenue, Cody, Wyoming  
**FORMAT:** Four Person Scramble—Shotgun Start  
**DEADLINE:** **ALL REGISTRATIONS AND PAYMENT MUST BE  
SUBMITTED BY 10:00 AM, MONDAY, AUGUST 14, 2017**



**\*\*REGISTRATION PRIOR TO AUGUST 1, 2017 IS RECOMMENDED\*\***

**PRIZES:** First & Second Team Places, hole prizes, door prizes, raffles & more  
**SCHEDULE:** 4:00pm-4:30pm Refreshments & Check-in  
4:30pm Shotgun Start

Join us for a fun-filled evening by sending in the attached registration & payment.

**Early registration will allow for team and cart assignments.  
Carts will be assigned upon receipt of registration & payment.**

Transportation from Holiday Inn to golf course & back will be provided by the  
Wyoming Suppliers Group

**\*\*In case of inclement weather, we will still have refreshments & food at the golf course!**

**\$50 Entry Fee Per Person Includes:**

**Green Fees, Cart (for early registrants), Meal and Refreshments!**

**Registration Contact:**

**Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City/State:** \_\_\_\_\_

**Phone:** \_\_\_\_\_

**Players:**

**1:** \_\_\_\_\_

**2:** \_\_\_\_\_

**3:** \_\_\_\_\_

**4:** \_\_\_\_\_

Make checks payable to Big Horn Rural Electric Co, PO Box 270, Basin, WY  
82410. Questions—call Jeff Umphlett or Sheila Kampbell @ 307-568-2419



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**CODY HOTLINE SCHOOL COMMITTEE WOULD LIKE TO GIVE A SPECIAL THANKS TO ALL THE COMPANIES WHO HAVE OVER THE YEARS MADE THE CODY HOTLINE SCHOOL A GREAT SUCCESS BY DONATED MANPOWER, EQUIPMENT AND DOLLARS.**

BIG HORN RURAL ELECTRIC	BRIDGER VALLEY ELECTRIC ASSOCIATION
CARBON POWER & LIGHT	GARLAND LIGHT & POWER
HIGH PLAINS POWER	HIGHWEST ENERGY
LOWER VALLEY ENERGY	NIOBRARA ELECTRIC ASSOCIATION
POWER RIVER ENERGY CORP	WHEATLAND RURAL ELECTRIC ASSOCIATION
WYRULEC COMPANY	CITY OF CODY
TRI-STATE GENERATION & TRANSMISSION	WESTERN AREA POWER
WYOMING MUNICIPAL POWER AGENCY	WYOMING RURAL ELECTRIC ASSOCIATION
MONTANA ELECTRIC COOPERATIVE ASSOCIATION	CITY OF GILLETTE
FALL RIVER RURAL ELECTRIC COOPERATIVE	
ALTEC INDUSTRIES, INC	RICHARD LITTLE
AMERICAN POWER & COMM. GROUP	MARK BURGER
AMERI-TECH EQUIPMENT	KARL FARRINGTON
BELL LUMBER & POLE CO.	DAVID WHIPPLE
BORDER STATES ELECTRIC SUPPLY	ANDREW MAHLEN, JACK McLAGAN, ERIC KELLER
	ERIC KELLER
CUSTOM TRUCK & EQUIPMENT	JOE BOATRIGHT
D'EWART REPRESENTIVER	LINDA COLLINS
FREMONT BEVERAGES	DUANE FARLEY
EXPOENTIAL ENGINEERING CO.	GRETA GIBBENS
KRIZ-DAVIS COMPANY	NEAL HART
GENERAL CABLE CORP.	ALYSSA WOLTERMANN
HAMILTON ASSOCIATES INC.	DOUG SCHMIDT
HARTIGAN POWER EQUIPMENT	KRISTIN LEE, AMIE LOBBEN, MATT OLIVER
HD ELECTRIC COMPANY	BRUCE MOORE
HD SUPPLY	KEN GASKELL
HUBBELL POWER SYSTEMS	TODD JONES
IBEW LOCAL #322	JERRY PAYNE, BRUCE JOHNSON
INTERMAOUNTAIN ELECTRIC SERVICE	JD HALL
JERRY'S ELECTRIC, INC.	JIM SHAFER
M.W. BEVINS COMPANY	MIKE COTNER
McFARLAND CASCADE & STELLA JONES	MARK FLEAGLE
MOUNTAIN STATES UTILITY SALES	SAM GRAVEEL
NESCO RENTALS	DAVE VANCE
PETERSON COMPANY	JON NELSON
PETERSON EQUIPMENT COMPANY	AL BINDRUP
POWER POLE INSPECTION	ANSON PERINA
PRIME POWER LLC.	RYAN MILLER
QUEST INC.	GREG WILCOXON
R & M SALES CO., INC.	JERRY RANEY
ROCKY MTN. INDUSTRIAL SUPPLY INC.	JIM COYLE
SPECTRUM ENGINEERING RESOURCES	RICHARD HOLSTAD
SOLOMON CORPORATION	TIFFANY HAHN



SCHULTE TA., INC  
T&R ELECTRIC  
THE DURHAM COMPANY  
THE OKONITE COMPANY  
TITAN ELECTRIC  
VIKING UTILITY SALES  
WESCO  
WESTERN UNITED ELECTRIC SUPPLY  
WOOD QUALITY CONTROL INC.

NICK FRASER  
  
MIKE CRISP  
MARLIN COPEMAN  
WALT WOODBURY  
TOM ULVEN  
JENNIFER JOLLIE  
GREG MUMM  
JAMES CARTER

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## **Burn Fund Raffle**

As part of Cody Hotline School's Barbecue, we will be selling tickets for a **Custom Knife** along with many other donated items.

We will also have a **Henry Golden Boy 22MAG** and Cody Hotline School logo engraved on the stock to raffle at the BBQ.

**All proceeds will benefit the Burn Fund.**

**Raffle Tickets for the BURN FUND will be sold at Cody Hotline School, by committee members and at your local Cooperative.**

<b>1<sup>st</sup> prize</b>	<b>Ruger m77 Blue 7mm</b>
<b>2<sup>nd</sup> prize</b>	<b>Diamondback AR-15 .223</b>
<b>3<sup>rd</sup> prize</b>	<b>Ruger 22-250</b>

**Tickets are \$20 each, only 500 printed**

**All proceeds from the raffle will benefit the Cody Hotline School Burn Fund.**

Cody Hotline School Committee started a fund to help people in the State of Wyoming and surrounding states who have experienced a serious high voltage electrical burn and are trying to deal with the ramifications and rehabilitation of these types of injuries. To date CODY HOTLINE SCHOOL has been able to send donations to more than thirty families.

*Cody Hotline School*  
*% Niobrara Electric Association*  
*PO Box 697*  
*Lusk, WY 82225*

