

LFUCG PUBLIC WORKS SKILLS ACADEMY (PWSA)

*Environmental Quality and Public Works
Committee*

April 24, 2018



LEXINGTON



Background

- In November 2017, the Urban County Council challenged the Department of Environmental Quality & Public Works to devise a plan addressing the LFUCG's CDL Driver shortage.
- Currently, there are at least twenty-six (26) vacancies that require a CDL license.
- The Division of Streets and Roads, together with the Workforce Development Manager in the Mayor's Office, have outlined a plan to create a Public Works Skills Academy (PWSA).
- The PWSA will train "interns" to obtain the CDL Permit and License, and will provide job training in other Public Works Divisions **with no personnel cost to LFUCG.**



Internships

- Paid internships for the Academy would be provided through federal WIOA (Workforce Innovation and Opportunity Act) funding via BGADD and ResCare which together will support the city's PWS Academy.
- LFUCG and ResCare will work together to establish an application system for those who are interested in applying for the Academy.
- WIOA funds will go towards: a) hourly wage for interns, b) benefits, c) cost of the program materials, d) CDL related expenses, e) new hire expenses (drug screen, background check, motor vehicle record).



Proposal

- Program would consist of approximately 8 weeks of training in various divisions within Environmental Quality & Public Works.
- An additional 8 weeks of job training is an option that will be available after CDL training is completed. Graduates could directly apply for unclassified positions.
- The Academy will consist of 2 training sessions per year, enrolling 6 interns per training session. Thus, 12 people will potentially complete the program per year.
- For FY'19, the objective is to have 6 people accepted into the PWA for this year with a start date of September 2018 and end date of October 2018.
- If successful, there is room for expansion of the Academy and inclusion of other divisions such as Parks and Facilities Management.



Project Curriculum (Weeks 1-2)

- Interns will successfully complete the CDL permit exam, practice Pre-Trip Inspections, Basic Driving Control Skills, and drive time in preparation for the CDL road test.
- Additional training will be provided by Risk Management on Defensive Driving and Sexual Harassment Prevention training will be provided by Human Resources.



Project Curriculum (Weeks 3-8)

- Interns will be certified for First Aid, AED, and CPR as well as Basic Flagging for the work zone.
- Interns will rotate between Public Works divisions learning various skills.
- Upon completion of the program, interns will have CDL work experience and additional job experience in other LFUCG Divisions.



Liability

- Interns will be paid through ResCare and will be ResCare employees. The intern wage will be commensurate with the pay scale of LFUCG's Public Service Workers. ResCare will provide Workers Compensation coverage for Interns.
- Interns will receive training using city vehicles. Risk Management has determined that Excess Auto Liability policy will respond to any incidents where a non-employee driver of an LFUCG vehicle, "with permission from the responsible LFUCG representative" is covered in the event of an accident.



Admission criteria

- Must be 21 years old
- Must have a valid KY driver's license
- Must have a HS diploma or GED
- Must be able to pass a DOT physical exam
- Must be able to pass a DOT drug screen (5 panel)
- Must be able to pass the written CDL exam
- Must be able to pass a Criminal Background Check (pending a decision from LFUCG HR department)
- Must go through an interview process with ResCare and LFUCG staff

** Interns can also be referred to ResCare by LFUCG employees at which time they will be screened to see if eligibility requirements are met.

Next Steps

- Program orientations will be scheduled in August 2018 for those interested in the program.
- We will devise a marketing plan for advertising the position within the city and with our partners.
- First CDL class scheduled for 8 weeks beginning in September 2018.



Questions?