



Control Number: 50595



Item Number: 198

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Public Utility Commission of Texas

**Employee Training Report
Required by 16 Texas Admin. Code § 25.97(d)**

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PROJECT NO. 50595

AFFECTED ENTITY: Brownsville Public Utilities Board

General Information

Pursuant to 16 Texas Admin. Code § 25.97(d)(2), not later than the 30th day after the date an affected entity finalizes a material change to a document or training program, the affected entity must submit an updated report. The first report must be submitted not later than May 1, 2020.

Instructions

Answer all questions, fill-in all blanks, and have the report notarized in the Affidavit.

Affidavit

A representative of the affected entity must swear to and affirm the truthfulness, correctness, and completeness of the information provided by attaching a signed and notarized copy of the Affidavit provided with this form.

Filing Instructions

Submit four copies (an original and three copies) of the completed form and signed and notarized Affidavit to:

Central Records Filing Clerk
Public Utility Commission of Texas
1701 N. Congress Avenue
P.O. Box 13326
Austin, Texas 78711-3326
Telephone: (512) 936-7180

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1. Provide a summary description of hazard recognition training documents you provide your employees related to overhead transmission and distribution facilities.

Below is a summary description of hazard recognition training documents that are provided to employees related to overhead transmission and distribution facilities. The documents are available in variety of media as noted.

BPUB Lineworker Apprentice Program - BPUB requires applicable employees to complete defined learning modules for advancement. Each hazard recognition concept for the module is addressed by internal / external classroom trainings, or, peer to peer learning (on-the-job training). A hard copy of the module and associated training(s) is provided to each employee.

Internal Safety Meetings - BPUB electrical line crew departments conduct at least one safety meeting per month that focus on hazard recognition and tools and techniques necessary to mitigate hazards. Internal Safety Meetings incorporate a visual presentation and/or reference handout with examples. Attendance for these meetings is mandatory and tracked via sign-in sheet

External Trainings - BPUB provides third party trainings to employees that focus on hazard recognition for various electric utility related work tasks. BPUB requires that each third party training emphasize hazard recognition as essential in establishing a safe work zone. Third party trainings provide visual presentations that are archived for future reference and reference manuals outlining key concepts. Recent third party trainings were conducted by Shermco Industries and Texas Engineering Extension Service (TEEX).

Job Safety Analysis Process / Tailgate Safety Meetings - BPUB electrical line crews prepare, review and acknowledge Job Safety Analysis forms prior to performing work tasks. The Job Safety Analysis (JSA) process requires employees to consider hazards and mitigation measures for the specific work task prior to engaging in work and document them in writing. As a supplement to the JSA process, BPUB requires crews to conduct tailgate meetings for each work task. Site conditions / equipment may dictate updating JSA hazard mitigation measures, therefore, tailgate safety meetings are essential part of the JSA process and establishing a safe work zone. A copy of the JSA is kept with the department Manager.

Safety Manual: BPUB has adopted and utilizes the 16th Edition of the APPA Safety Manual for all of its safety related training. This safety manual addresses hazard recognition and is based off of OSHA and NESC requirements.

NESC Handbook - Applicable employees have access to the latest NESC handbook for ease of reference.

2. Provide a summary description of training programs you provide your employees related to the National Electrical Safety Code for construction of electric transmission and distribution lines.

In order to perform their job functions, BPUB has provided NESC training to engineers, electrical management personnel, electrical crew supervisors and employees qualified to inspect electric transmission and distribution lines. Training was provided both in house by qualified staff or by third party. NESC compliance, however, goes beyond training employees. NESC compliance is incorporated in the adoption of BPUB construction standards, in the design and approval phase of line construction and finally at the construction and inspection phase of line construction.

Initial Standards

BPUB complies with the NESC guidelines in all designs for construction of electric transmission and distribution lines. Each construction standard was reviewed by an internal standards review committee made up of staff engineers and experienced lineworkers. Once processed by the standards review committee, the standard is reviewed and approved by a Professional Engineer licensed in the state of Texas.

Design Application and Approval

In addition to other qualifying factors, BPUB employees that design electric transmission and distribution lines are required to know and be able to apply the NESC guidelines to their designs. In addition, designs for electric transmission and distribution are approved by a licensed Professional Engineer with knowledge (and training) of the NESC design guidelines.

Operations

Electrical crew management personnel, electrical crew supervisors and employees qualified to inspect transmission and distribution lines have received in-house, or, third party NESC training to qualify for the job function(s) they are performing.

NESC Training

The BPUB contracted the Texas A&M Engineering Extension (TEEX) to prepare a training that covers specific requirements of the HB4150 William Thomas Heath Power Line Safety Act (Act). As of April 2020, the aforementioned mentioned BPUB personnel (approximately 90 employees) have completed this two (2) hour course that covers the Act's requirements and pertinent NESC clearances. Course completion was tracked for each employee. Similar trainings are required to be completed annually by pertinent BPUB staff.

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AFFIDAVIT

I swear or affirm that I have personal knowledge of the facts stated in this report or am relying on people with personal knowledge, that I am competent to testify to them, and that I have the authority to submit this report on behalf of the affected entity. I further swear or affirm that all statements made in this report are true, correct, and complete.



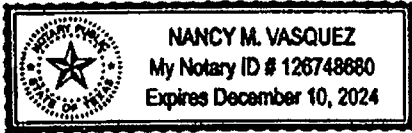
Signature

Cesar A. Cortinas, PE
Printed Name

Director of Electric Transmission and Distribution
Job Title

Brownsville Public Utilities Board
Name of Affected Entity

Sworn and subscribed before me this 29th day of APRIL, 2021.
Month Year



Nancy M. Vasquez

Notary Public in and For the State of TEXAS

My commission expires on 12/10/2024