



Safety Seminar

Wednesday - November 14, 2018



Best Western Premier Boulder Falls Inn

505 Mullins Drive - Lebanon, Oregon



2018 SAFETY SEMINAR

Wednesday – November 14, 2018

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Program Agenda

- 7:00 a.m. – 8:00 a.m. **Buffet Breakfast**
8:00 a.m. – 8:05 a.m. **Welcome and Announcements – Dave Lindsay, Safety Manager, Day Wireless Systems / Reliance Connects** and OTA Safety Committee Chair.
- 8:05 a.m. – 9:05 a.m. **“Tool Safety.”** – presented by **TESSCO**.
From the right tool for the job, to tool tethering, learn about some of the new and unique tools that make the job easier and safer.
- 9:05 a.m. – 9:20 a.m. **Refreshment Break**
9:20 a.m. – 9:25 a.m. **Door prizes**
- 9:25 a.m. – 10:25 a.m. **“Active Shooter – Have You Prepared Your Workplace and Staff?” – Craig Rapp, Utilicom Safety**
We’ll look at some history, trends and proactive measures for safety and security.
- 10:25 a.m. – 10:40 a.m. **Refreshment Break**
10:40 a.m. – 10:45 a.m. **Door prizes**
- 10:45 a.m. – 11:45 a.m. **“Locate Training.” – Travis Leintz, Sales Manager, Rycom Instruments, Inc.**
Locate technicians face a multitude of challenges and potential dangers while performing their daily job requirements. Traffic, trip hazards, weather conditions, and driving to and from jobsites are just a few of the potential hazards every technician encounters. Part of becoming a top-notch locate technician is to recognize these risks and work safely to mitigate each. During this presentation we will discuss how to navigate each jobstie and get the job done safely and effectively.
- 11:45 a.m. – 12:45 p.m. **Buffet Lunch / Presentation of Ray Hawkins Memorial Safety Award**
12:45 p.m. – 12:50 p.m. **Door prizes**
- 12:50 p.m. – 1:50 p.m. **“Road Side Safety.” – Scott Stokley, North Sky Communications**
North Sky Communications has been invited to share their experiences and expertise on this critical topic that affects us all on a daily basis.
- 1:50 p.m. – 2:05 p.m. **Refreshment Break**
2:05 p.m. – 2:10 p.m. **Door prizes**
- 2:10 p.m. – 3:10 p.m. **“Safety in Remote Areas.” – Joe Mullens, Safety Northwest, LLC**
This presentation will focus on being prepared and working on getting rescued if stuck in a remote area. Too many people make bad choices when they find themselves lost in the wilderness.
- 3:10 p.m. – 3:25 p.m. **Refreshment Break**
3:25 p.m. – 3:30 p.m. **Door prizes**

3:30 p.m. – 4:30 p.m.

“Contractor Risk Management.” – Mike Hetzel, Director of Risk Management Services, Unitel Insurance Group

Each year the “landscape” for the communications industry becomes more complicated. Contractual requirements, litigate and the potential for extended liability are challenges we face with more regularity, making contractor safety and risk management a necessity. It is important for all communications operations that use contractors (and that is most of you) to understand the process of transferring risk and reduce your operating exposures to contractors that you may hire. If the contractor you hire is inadequately insured, you could end up being responsible for any injuries or damage caused by that contractor.

4:30 p.m.

Final door prizes and adjournment



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Hotel Lodging and Seminar Registration Information

For hotel reservations, call 541-451-1000. Please indicate that you are with the **Oregon Telecommunications Association Safety Seminar group.** **The cut-off date for making reservations is Friday, October 12, 2018.** Please make your room reservations as soon as possible to ensure access to our group room block.

Room Type	Rate Per Night
Deluxe King (single or double occupancy)	\$ 119.00**
Double Queen (single or double occupancy)	\$ 119.00**
<i>**All rates are subject to the prevailing taxes and fees, currently at 10.8%.</i>	

Please submit your seminar registration no later than Monday – November 5, 2018.

Register on-line: www.ota-telecom.org

or complete form manually and scan / e-mail to: sallen@ota-telecom.org

or Mail or fax to: OTA • 777 13th Street SE, Suite 120 • Salem, OR 97301-4038 • PHONE: 503-581-7430 • FAX: 503-581-7457

Payment options: Request to be invoiced and mail a check or pay with a credit card online. We accept Master Card, VISA and Discover Card --- we do NOT accept AMEX. If you prefer to process your credit card payment by phone, please call the OTA office at 503-581-7430.

Member Registration received by November 5: (includes Telephone Company employees of other State Associations)	\$ 175.00
Member Exhibit fee per table: (in addition to seminar registration fee)	\$ 100.00
Guest Meals Registration; (only for add'l person over the first two registered attendees representing an exhibiting company; or for a spouse of a registered attendee)	\$ 50.00
Non-Member Registration received by November 5:	\$ 310.00
Non-Member Exhibit fee per table: (in addition to non-member seminar registration fee)	\$ 250.00
Registration received after November 5 please add late registration fee:	\$ 25.00

Cancellations made after November 5, 2018 and “no-shows” will be charged the full registration fee.

Registration fee includes: Program, seminar materials, buffet breakfast, refreshment breaks and buffet lunch.

If you require special arrangements in order to fully participate in the seminar, please call the OTA office so we can discuss how to meet your needs.

Please remember to bring items for door prize drawing activities!



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Seminar Registration Form

Completed registration form(s) must be received in the OTA Office by 5:00 p.m. Monday, November 5, 2018

Member Registration received by November 5 (includes Telephone Co. employees of other State Assns)	\$ 175.00
Non-Member Registration received by November 5	\$ 310.00
Guest Meals Registration (only for add'l registrants, after the first two, representing the same exhibiting co.; or for a spouse of a registered attendee)	\$ 50.00
Registration received after November 5, please add late registration fee	\$ 25.00
Member Exhibit fee per table (in addition to member registration fee)	\$ 100.00
Non-Member Exhibit fee per table (in addition to non-member registration fee)	\$ 250.00

PLEASE NOTE: Hotel policies require **guaranteed number of attendees** one week prior to our events. We appreciate your understanding of this. **Cancellations made after November 5, and "no shows" will be charged in full.**

Exhibitor and Sponsorship details are on a separate form. Please register early --- space is limited!

Payment Information:

Payment Enclosed: Check # _____ Bill my Company: Your Purchaser Order # _____

You may pay with a credit card by registering for this event at www.ota-telecom.org or call the OTA office to process your payment by phone.

Attendee(s) Registration Fee(s): \$ _____

Exhibit Table Fee(s): \$ _____

Sponsorship Contribution: \$ _____

Total Registration Amount: \$ _____ Signature: _____

Contact Person: _____ **Email:** _____

Company Name: _____

Address: Street, City, State, Zip: _____

Telephone #: _____ **FAX #:** _____

Attendees: Name: _____ Email: _____

Name: _____ Email: _____

Name: _____ Email: _____

Name: _____ Email: _____

Name: _____ Email: _____

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or complete form manually and scan / e-mail to: sallen@ota-telecom.org

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Exhibit and Sponsor Registration Form

PLEASE NOTE: Hotel policies require guaranteed number of attendees one week prior to our events. We appreciate your understanding of this. **Cancellations made after November 5 and “no-shows” will be charged in full.**

Please complete both the seminar registration form and this exhibit/sponsor form when registering. **The first two people representing an exhibiting company must each register for the seminar and each pay the full individual registration fee. Any additional person(s), after the first two registered attendees, representing the same company pay ONLY a guest meals fee per person of \$50.00.** Payment options are listed on the seminar registration form. Six-foot skirted tables are included for each exhibit.

Company Name: _____

Contact Person: _____

Address: Street, City, State, Zip: _____

Telephone #: _____

FAX #: _____

Email: _____ Please reserve _____ exhibit table(s) for my company.

Please indicate whether or not you will need power to your exhibit table: Yes _____ No _____

Any additional charges for power/internet access above what is normally included will be the responsibility of the exhibitor. Six-foot skirted tables are available for your exhibit. We will not be using pipe and drape.

Exhibit Fee: OTA Member \$100.00 for the first table; \$50.00 for each additional table
 Non-Member \$250.00 for the first table; \$100.00 for each additional table.

Shipping Instructions: If you will be shipping display materials or related equipment to the seminar site, please ship to arrive no earlier than one day prior to the event and arrange for items to be shipped out within one day after the event.

Ship to: Best Western Premier Boulder Falls Inn
 505 Mullins Drive
 Lebanon, Oregon 97355
EVENT: OTA Safety Seminar: November 14, 2018

Sponsorship Opportunities: If interested, please select the event(s) that you would like to sponsor or co-sponsor by checking the corresponding box. If you wish to co-sponsor for less than the full donation amount, please specify the level of contribution you wish to make and enter that dollar amount below and in the payment box on the seminar registration form. Sponsors will be acknowledged in the printed seminar program, announced from the podium, with on-site signage and in the following issue of OTA's quarterly eNewsletter. Thank you for your generous support!

- Morning refreshment break (coffee, tea, bottled water) = \$100.00
- Lunch = \$200.00
- Afternoon refreshment break (coffee, tea, bottled water, soft drinks, cookies, brownies...) = \$150.00
- General sponsorship = \$250.00

Amount of sponsorship contribution: \$ _____ (include amount in payment box on seminar registration form).

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