



Kansas RTAP Training Calendar

Visit <https://kutc.ku.edu/rtap> - Go to RTAP -Upcoming Training Events
 Questions: Contact Kristin Kelly, (785) 864-2594 or kbkelly@ku.edu

2018

As of February 1, 2018. Class dates and locations are subject to change

January						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

No Classes Scheduled

February						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

**NTI-taught Train-the-Trainer:
Advanced Mobility Device Securement
2/14-15 • Salina**

***Kansas Transit Day at the Capitol
2/28 • Topeka**

March						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

**Passenger Assistance, plus Defensive Driving
3/7 • Pittsburg
3/8 • Ottawa**

**NTI-taught Crisis Communication, plus
Advanced Emergency Procedures
3/14 • Garden City
3/15 • Dodge City**

**Advanced Mobility Device Securement
3/21 • Hutchinson
3/28 • Leavenworth
3/29 • Emporia**

April						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

***BraunAbility-taught
Lift Mechanical Training
4/3 • Garden City
4/4 • Salina
4/5 • Lawrence**

**NTI-taught Assault Awareness and Prevention
for Transit Operators, plus Defensive Driving
4/11 • Augusta**

**Passenger Assistance, plus Defensive Driving
4/12 • Emporia**

**Advanced Mobility Device Securement
4/25 • St. Francis**

**Emergency Procedures, plus
Defensive Driving
4/26 • St. Francis**

May						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

**Emergency Procedures, plus
Defensive Driving
5/2 • Hays
5/17 • Olathe
5/24 • Hiawatha**

**Passenger Assistance, plus Defensive Driving
5/3 • Wichita**

**Advanced Mobility Device Securement
5/16 • Augusta**

June						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

**NTI-taught Building Diversity, plus
Defensive Driving
6/20 • Salina
6/21 • Ottawa**

***Community Transportation Association of
American (CTAA) National Conference
6/10-14 • Pittsburgh, PA**

July						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

**Passenger Assistance, plus Defensive Driving
7/11 • Winfield
7/12 • Emporia
7/26 • Leavenworth**

**Emergency Procedures, plus
Defensive Driving
7/18 • Russell
7/19 • Topeka
7/25 • Pittsburg**

August						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

*** KPTA Conference
8/6-8 • Salina**

**Kansas Transit Rodeo
tentatively planned for late August in
Manhattan**

September						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

**Passenger Assistance, plus Defensive Driving
9/12 • Garden City
9/13 • Dodge City
9/26 • Colby
9/27 • Salina**

**Advanced Mobility Device Securement
9/19 • Manhattan**

***Rural Public and Intercity Bus
Transportation Conference
9/30-10/3 • Breckenridge, CO**

October						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

**Tentative-subject to change
NTI-taught Harassment Prevention,
plus Defensive Driving
10/10 • Great Bend
10/11 • Emporia**

**Advanced Mobility Device Securement
10/24 • Hiawatha**

November						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

No Classes Currently Scheduled

December						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

No Classes Currently Scheduled

All classes taught by Kansas RTAP unless otherwise noted. All classes except with * meet the KDOT requirement for driver training to be taken every other year. See next page for class descriptions.

Course Descriptions

Kansas RTAP Core Courses:

Defensive Driving *Ideal for new drivers!

Builds and improves defensive driving skills with oversized and heavier vehicles while transporting passengers, helping drivers overcome blind spots, longer stopping distances, and the higher center of gravity of transit vehicles. Also addresses common challenges for newer drivers: providing customer service to passengers, traveling to new addresses, and staying on schedule. Based on the National Safety Council "Coaching the Van Driver III" materials.

Emergency Procedures

Teaches participants to identify emergencies, provides an orientation to emergency equipment onboard the vehicle, and reviews the seven steps for crisis management. Provides guidance on the all-hazards approach to transit incidents and events and the distinction between notice and no-notice situations. Prepares personnel to respond to incidents appropriately and report incidents and events.

Passenger Assistance

Provides tools to develop and maintain a safe environment on the vehicle. Covers safely boarding and alighting passengers with or without mobility devices, a review of Americans with Disabilities Act (ADA) policies, and procedures relating to assisting passengers during all parts of the trip. Based on materials developed by the Community Transportation Association of America (CTAA) and the National Transit Institute (NTI).

Kansas RTAP On-Demand Advanced Courses:

Advanced courses are offered by request if there is a minimum of 10 participants and an available location. It is advised participants take the appropriate core course before taking the advanced class, as the advanced classes build on the introductory material from the core courses and are more technical in nature. Requests for on-demand courses must be made at least six weeks in advance of the anticipated date of the course. Please contact Anne Lowder at (785) 864-1469 or alowder@ku.edu to host and schedule these training sessions in your area.

Advanced Emergency Procedures *Participants advised to take Emergency Procedures before attending this class.

Covers the process of emergency evacuation, including crisis communications techniques, how to identify hazards, and how to evaluate options so that all passengers can be safely evacuated from the vehicle, with special attention to non-ambulatory or visually-impaired passengers. Provides hands-on training with simulated evacuations. Based on materials developed by the National Transit Institute (NTI), the Paratransit Emergency Preparedness and Operations Handbook (published by the Transit Cooperative Research Program), and Immediate Actions for Transit Agencies: Potential and Actual Life-Threatening Incidents, a guidance document published by the Federal Transit Administration (FTA).

Advanced Passenger Assistance *Participants advised to take Passenger Assistance before attending this class

Provides strategies and best practices for securing powered mobility devices, even if they lack traditional safety securement points, and seat belt usage. Participants review pre-trip preparation, on-board equipment, and effective strap securement locations, and gain hands-on experience securing a variety of mobility devices (powered wheelchairs, scooters, and other difficult-to-secure devices). Based on materials developed by the National Transit Institute (NTI).

Advanced Mobility Device Securement

This course will present, demonstrate, and practice problem-solving skills for securing powered mobility devices.

National Transit Institute Course Offerings:

Train-the-Trainer Advanced Mobility Device Securement Skills and Development

The goal of this course is to present, demonstrate, and practice problem-solving skills for securing powered mobility devices. After successfully completing this two-day workshop, participants will be able to:

- Discuss federal requirements regarding securement and seat belt use
- List pre-trip preparation tasks
- Identify mobility device securement equipment
- Determine effective strap securement locations on mobility devices
- Explain the use and placement of seat belts and shoulder belts
- Recognize how proper body mechanics and exercise can reduce the risk of on-the-job injuries
- Train others in advanced mobility securement using NTI materials

Crisis Communication for Transit Employees

Effective communication is essential to the management of transit crises—whether they are catastrophic events such as derailments and terrorist attacks, or more mundane ones such as power outages and prolonged service delays. Crisis Communication Training for Transit Employees will equip frontline and supervisory transit personnel with the skills and techniques they need to communicate effectively within their organizations and with passengers throughout a crisis to enable successful response and recovery.

Assault Awareness and Prevention for Transit Operators

The goal of this course is to give bus operators in the transit industry the knowledge and skills needed to reduce the likelihood of assault incidents from occurring. Prevention methods covered include defining assault, discussing the types of incidents that could be considered assault and recognizing key vulnerability factors. Prevention strategies focus on communication and response skills, and the value of reporting incidents. In addition, the training includes information on the importance of seeking assistance to recover from assault incidents.

Building Diversity Skills in the Transit Workplace

This course is designed to assist transit employees in maintaining effective working relationships by recognizing and responding to the diverse needs of individuals and groups within the transit workplace. The objectives of the course are to provide participants with the knowledge and skills to:

- Define diversity in the workplace and its many dimensions
- Identify barriers to valuing diversity
- Recognize diversity issues and their impact on employee and customer relations
- Discuss strategies for valuing diversity in the workplace

Harassment Prevention for Transit Employees

Harassment Prevention for Transit Employees is designed to assist transit employees in maintaining a safe and respectful work environment by recognizing and responding to potential harassment issues.

Annual Kansas Transit Bus Rodeo

The Kansas Transit Rodeo is a great opportunity for operators to show off their driving skills in a safe training environment, but it is also a day of appreciation for drivers. The Rodeo competition helps you to become a better driver and have the opportunity to meet and learn safety skills from others. The buses used in this competition will be 20-passenger, body-on-chassis, wheelchair lift equipped vehicles. Prizes are awarded to the 1st, 2nd, and 3rd place winners of the competition!

2018 Transit-Related Special Events and Conferences

*Transit Day @ the Capitol – February 28, 2018, Topeka, KS

* Kansas Public Transit Association (KPTA) Conference – August 6-8, 2018, Salina, KS

* CTAA – June 10-14, 2018, Pittsburgh, PA

* Rural Public and Intercity Bus Transportation Conference, September 30-October 3, 2018, Breckenridge, CO