



# 2023 Spring MRWA Review Classes

## Water | Math | Wastewater | Lagoon Operations

This brochure includes classes for the entire state of Michigan

### HOW TO REGISTER FOR AN MRWA CLASS ON OUR WEBSITE

**Did you get this brochure with your name on it? If so, you are in the database.**

**DO NOT create an account. Call the MRWA office if you do not know what email address we have on file for you.**

Go to [mrwa.net](http://mrwa.net) click login at the very top of the page, enter your email and follow the prompts to set up a password. (If you are not found, call the MRWA office, do not create an account)

Note: Even though membership is by community, accounts in the system are by person

Once you are logged in your name will appear at the very top of the page

You can register any of the employees in your community now

Go to events tab, Select event, Enter # of tickets you need (attendees), Click continue

**In the attendee field start typing the attendee's LAST NAME and select the pop-up name.** The rest of the fields for that attendee will populate if we have the info in the database.

Note: Do not overwrite the info in the populated field unless it has changed. For Example: City of XYZ do not change it to City of XYZ Water Department. Individuals are tied to the specific city name. Or Benjamin Smith do not overwrite to Ben Smith. Benjamin Smith is tied to the city membership—Ben Smith is not.

Please make sure we have the attendee cell phone and attendee email address.

Repeat for each additional attendee.

Click Continue

At the end select invoice (bill to you so the invoice comes to you) Or pay with credit card

If registering for multiple classes, you will need to register and checkout for each class.

# Water Certification Review Courses



## 1.2 CECs, Water Technical

*You must attend the entire class to earn the CECs*

Michigan Rural Water Association has compiled review courses for those planning to take the water treatment and distribution Certification Test. The course will be instructed by an experienced water operator. The course content has been structured based on the DEQ study guide for waterworks operator certification exams. Concentration will be placed on reviewing math skills, system maintenance, chlorination, sampling, and other areas necessary to help you study for your certification exam. During this two-day review course, your instructor will answer your questions and provide tips on test-taking.

### TOPICS WILL INCLUDE

Chlorination	Contingencies & Emergencies	Corrosion
Cross Connections	Customer Relations	Fluoridation
Hardness/Softening	Hydrants	Hydraulics
Instrumentation	Iron Removal	Main Installation
Management	Meters	Microbiology
O&M	Phosphate	Pipes & Joints
Pumps & Motors	Record Keeping	Safety
Sampling	SDWA	Storage
Taste & Odor	Valves	Wells
Water Quality		

### AGENDA

8:30 a.m.	Class Begins
10:30 a.m.	Break
10:45 a.m.	Class Resumes
Noon	Lunch (provided)
1:00 p.m.	Class Resumes
2:30 p.m.	Break
2:45 p.m.	Class Resumes
4:00 p.m.	Class Adjourns

**Payment/Cancellation Policy:** Payment is expected prior to class. Cancellations must be requested at least 3 business days prior to the start of the class, or your registration fee will be forfeited. If you cancel least 3 business days prior to the start of class, the full amount will be refunded. You may send a substitute attendee.

# Distribution S1 & S2

<b>April 18-19, 2023</b> Dave Payne Public Services Building, 1153 Exeter Road, Bloomfield Hills, MI 48303	<b>April 25-26, 2023</b> English Hills Terrace 5179 West River Drive NE Comstock Park MI 49321	<b>April 25-26, 2023</b> Online via zoom
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Need last-minute help? If you attend one of the two-day math or review classes, we will automatically register you for the zoom math review on May 1. You will receive a separate email for that registration. Your choice to attend or not. If you want to come in person on May 1, class fee applies.

**Circle the class you want to register for.**

*Members \$340 per attendee  
Non-Members \$440 per attendee*

**Attendee cell phone and email address are required for all attendees. Registration will not be processed without these.** Email address does not need to be a work address. Just an email address that the attendee has access to. Attendee will be asked to set up a zoom account (these are free). Make sure you use your actual name and company so we can track your CECs for EGLE.

ATTENDEE Name:
Employer:
Address:
City/State/ZIP:
<b>ATTENDEE CELL Phone:</b>
<b>ATTENDEE Email:</b>
If attending in person, do you have any special dietary requirements?
Name & phone of person completing form:
Send and invoice: ____ Charge my credit card info below: ____
Visa ____ Mastercard ____ Discover ____
Card number:
Expiration date: CSC code:
Name on card:
Card Billing address:
Email address to send receipt to:

See previous page for Payment/Cancellation Policy.

# Distribution S3 & S4

<b>April 5-6, 2023</b> Quality Inn 2980 Cook Rd. West Branch, MI 48661	<b>April 11-12, 2023</b> Comfort Inn Conf Center 1645 Commerce Park Drive Chelsea, Michigan 48118	<b>April 18-19, 2023</b> Dave Payne Public Services Building, 1153 Exeter Road, Bloomfield Hills, MI 48303
<b>April 25-26, 2023</b> English Hills Terrace 5179 West River Drive NE Comstock Park MI 49321	<b>April 25-26, 2023</b> Online via zoom	

*Circle the class you want to register for.*

*Members \$340 per attendee  
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Need last-minute help? If you attend one of the two-day math or review classes, we will automatically register you for the zoom math review on May 1. You will receive a separate email for that registration. Your choice to attend or not. If you want to come in person on May 1, class fee applies.

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Employer:
Address:
City/State/ZIP:
<b>ATTENDEE CELL Phone:</b>
<b>ATTENDEE Email:</b>
If attending in person, do you have any special dietary requirements?
Name & phone of person completing form:
Send and invoice: ____ Charge my credit card info below: ____
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Expiration date: _____ CSC code: _____
Name on card:
Card Billing address:
Email address to send receipt to:

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# Limited Treatment (D Certification) Review

<b>April 4-5, 2023</b> City of Jackson DPW 421 Water St. Jackson MI	<b>April 11-12, 2023</b> Doherty Hotel 604 North McEwan Clare MI	<b>April 11-12, 2023</b> Online via zoom
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Need last-minute help? If you attend one of the two-day math or review classes, we will automatically register you for the zoom math review on May 1. You will receive a separate email for that registration. Your choice to attend or not. If you want to come in person on May 1, class fee applies.



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Card number:
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Email address to send receipt to:

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# UP Water Review *(Distribution & Limited Treatment)*

## 1.2 CECs, Water Technical

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Michigan Rural Water Association has compiled review courses for those planning to take the Distribution Certification Test. The course will be instructed by an experienced water operator. The course content has been structured based on the EGLE study guide for waterworks operator certification exams. Concentration will be placed on reviewing math skills, system maintenance, chlorination, sampling, and other areas necessary to help you study for your certification exam.

### TOPICS WILL INCLUDE

Chlorination	Contingencies & Emergencies	Corrosion	Cross Connections	Customer Relations	Fluoridation
Hardness/Softening	Hydrants	Hydraulics	Instrumentation	Iron Removal	Main Installation
Management	Meters	Microbiology	O&M	Phosphate	Pipes & Joints
Pumps & Motors	Record Keeping	Safety	Sampling	SDWA	Storage
Taste & Odor	Valves	Wells	Water Quality		

### AGENDA

8:30 a.m.	Class Begins
Noon	Lunch Break (Lunch will be provided)
1:00 p.m.	Class Resumes
4:00 p.m.	Class Adjourns

Attendee cell phone and email address are required for all attendees.  
Registration will not be processed without these.

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Need last-minute help? If you attend one of the two-day math or review classes, we will automatically register you for the zoom math review on May 1. You will receive a separate email for that registration. Your choice to attend or not. If you want to come in person on May 1, class fee applies.

**April 5-6, 2023**  
**Ishpeming Township Hall**  
**1575 US Highway 41W**  
**Ishpeming, MI 49849**

Members \$340 per attendee  
Non-Members \$440 per attendee

ATTENDEE Name:
Employer:
Address:
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If attending in person, do you have any special dietary requirements?
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# 2 Day Math



## 1.1 CECs, Water Technical

*You must attend the entire class to earn the CECs*

This class starts off with basic mathematical concepts such as “how to use a calculator”, “how to solve for X”, and “how to use and apply mathematical formulas”. We then go into practical mathematics for water operators, starting with basic concepts on day one and advancing to mathematics needed for the seasoned operator, such as the allowable leakage calculation for new water mains and the basic Bernoulli equation.

**Our Goals:** To give water operators a basic mathematical foundation that will allow them to approach any math problem with confidence and advance their career. To inspire students to believe that a math problem is “just a problem” that can be approached and solved like any problem they encounter.

AGENDA Day 1	
8.30am – 10.00am	Basic Math Concepts
10.15 am - 12.00pm	Areas & Volumes
Noon	Lunch (provided)
12:45pm – 2pm	Chemical feed and disinfection
2.15pm – 3.30pm	Calculating pounds & ppm chlorine
3:30pm	Adjourn
AGENDA Day 2	
8:30am – 10am	Hydraulic Calculations
10:15am – Noon	Horsepower, Continuity Equation, etc.
Noon	Lunch (provided)
12:45pm – 2pm	Bernoulli Equation
2:15pm – 3:30pm	Allowable leakage & other calculations
3:30pm	Adjourn

**About your instructor:** Mike Engels provides mathematics instruction to water and wastewater operators across Michigan. Time after time, students in those courses express their gratitude to Mike for his ability to convey mathematics in a way they can understand.

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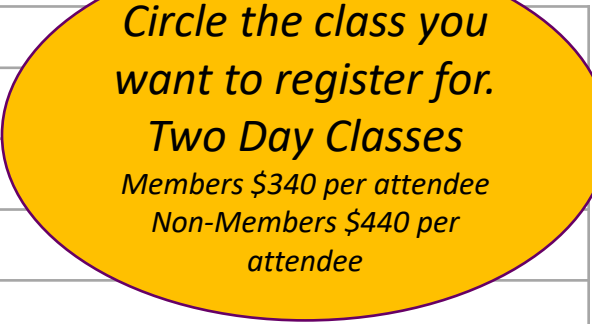
# Two Day Math Reviews

<b>February 28 – March 1, 2023</b> Ypsilanti Community Utilities Authority 2777 State Road Ypsilanti, MI 48198-9112	<b>March 7-8, 2023</b> Battle Creek DPW 150 South Kendall Battle Creek MI 49037	<b>March 21-22, 2023</b> City of Sterling Heights, DPW 7200 18 Mile Rd. Sterling Heights, MI 48314
<b>March 28-29, 2023</b> Doherty Hotel 604 North McEwan Clare MI	<b>March 28-29, 2023</b> Online via zoom	

Need last-minute help? If you attend one of the two-day math or review classes, we will automatically register you for the zoom math review on May 1. You will receive a separate email for that registration. Your choice to attend or not. If you want to come in person on May 1, class fee applies.

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ATTENDEE Name:	 <p><i>Circle the class you want to register for.</i></p> <p><b>Two Day Classes</b></p> <p>Members \$340 per attendee</p> <p>Non-Members \$440 per attendee</p>
Employer:	
Address:	
City/State/ZIP:	
<b>REQUIRED ATTENDEE CELL Phone:</b>	
<b>REQUIRED ATTENDEE Email:</b>	
If attending in person, do you have any special dietary requirements?	
Name & phone of person completing form:	
Send and invoice: ____ Charge my credit card info below: ____	
Visa ____ Mastercard ____ Discover ____ Card number:	
Expiration date:	CSC code:
Name on card:	
Card Billing address:	
Email address to send receipt to:	

See previous page for Payment/Cancellation Policy.



# One Day Math Review

<b>May 1, 2023</b> 2123 University Park Dr Ste 150 Okemos MI 48864	<b>May 1, 2023</b> Online via zoom	
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**Course topics include:**

- Basic Arithmetic (Basic course)
- Areas and Volumes
- Velocity and Flow Rates
- Pressure, Force and Head
- Including The Picnic Table Formula
- Typical Water Problems
- Conversions and Formulas
- Calculating Horsepower
- Chemical Feed Rates (Chlorine)



**Agenda**

- 8:00 a.m. Registration
- 8:30 a.m. Mathematics for water personnel
- Noon Lunch (provided)
- 1:00 p.m. Mathematics continues
- 3:30 p.m. Class adjourns

**Attendee cell phone and email address are required for all attendees. Registration will not be processed without these.**

Email address does not need to be a work address. Just an email address that the attendee has access to. Attendee will be asked to set up a zoom account (these are free). Make sure you use your actual name and company so we can track your CECs for EGLE.

ATTENDEE Name:
Employer:
Address:
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Name on card:
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# Wastewater Operations Review



## 1.2 CECs, Wastewater Technical

*You must attend the entire class to earn the CECs*

*Class qualifies for 1.2 SHE Engineering. Must take and pass an additional written exam administered at the end of the class to earn SHE credits.*

Instructor: John Holland, MRWA

**Course Outline:** This is a two-day, course will cover the proper operation, maintenance, and procedures for the following wastewater topics. Mathematical calculations associated with each topic will also be covered.

*Preliminary treatment:* Grit & Rag removal

*Primary treatment:* Primary clarifier operation, settling rates, sludge pumping, and detention times

*Secondary Treatment:* Activated Sludge, RBC's, Trickling Filters, Oxidation Ditches, and Secondary Clarifiers

*Solids Treatment & Disposal:* Aerobic Digesters, Anaerobic Digesters, and Land Application of Sludge

*Laboratory Operations:* Suspended Solids, BOD, Phosphorous, pH, Dissolved Oxygen, QAQC

### **Agenda: Day One**

8:30am – Noon Wastewater Math

Noon – 1pm Lunch (provided)

1pm – 4pm Wastewater Math

### **Agenda: Day Two**

8:30am – 9:15am: Preliminary Treatment

9:30am – 10:30am: Primary Treatment

10:30am – Noon: Secondary Treatment

Noon – 1:00 pm Lunch (provided)

1pm – 2:15pm: Secondary Treatment Activated Sludge, RBC's and Trickling Filters

2:30pm – 3:15pm: Solids Treatment & Disposal

3:15pm – 4pm: Laboratory Operations

**Payment/Cancellation Policy:** Payment is expected prior to class. Cancellations must be requested at least 3 business days prior to the start of the class, or your registration fee will be forfeited. If you cancel least 3 business days prior to the start of class, the full amount will be refunded. You may send a substitute attendee.

# Wastewater Operations

<b>March 22-23, 2023</b> Saginaw Chippewa WWTP 7375 E. Tomah Rd. Mt. Pleasant, MI 48858	<b>March 22-23, 2023</b> Online via zoom	
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Class qualifies for 1.2 SHE Engineering. Must take and pass an additional written exam administered at the end of the class to earn SHE credits.



**Attendee cell phone and email address are required for all attendees. Registration will not be processed without these.**  
 Email address does not need to be a work address. Just an email address that the attendee has access to. Attendee will be asked to set up a zoom account (these are free). Make sure you use your actual name and company so we can track your CECs for EGLE.

ATTENDEE Name:
Employer:
Address:
City/State/ZIP:
<b>ATTENDEE CELL Phone:</b>
<b>ATTENDEE Email:</b>
If attending in person, do you have any special dietary requirements?
Name & phone of person completing form:
Send and invoice: <input type="checkbox"/> Charge my credit card info below: <input type="checkbox"/>
Visa <input type="checkbox"/> Mastercard <input type="checkbox"/> Discover <input type="checkbox"/> Card number:
Expiration date: _____ CSC code: _____
Name on card:
Card Billing address:
Email address to send receipt to:

See previous page for Payment/Cancellation Policy.

# Advanced Wastewater Operations



## 1.2 CECs, Wastewater Technical

*You must attend the entire class to earn the CECs*

*Class qualifies for 1.2 SHE Engineering. Must take and pass an additional written exam administered at the end of the class to earn SHE credits.*

### Agenda - Day 1

- 8:00 – 8:20 Registration
- 8:20 – 8:30 Housekeeping / Introduction
- 8:30 – 10:00 General Review (*Pretreatment, Clarification, Trickling Filters, RBC's*)
- 10:00 – 10:10 Break
- 10:10 – 12:00 Activated Sludge
  - Review (*Microorganisms, F:M, MCRT, Sludge age*)
  - Wasting Rates
- 12:00 – 12:30 Lunch (provided)
- 12:30 – 1:50 Nitrogen Removal
  - Nitrogen Cycle & Microorganisms
  - Operational Controls
- 1:50 – 2:00 Break
- 2:00 – 3:30 Phosphorus Removal (*Chemicals, Math*)
- 3:30 – 4:00 Day End Review and Practice Problems

### Agenda - Day 2

- 8:00 – 8:20 Registration
- 8:20 – 10:20 Residual Solids Management
  - Thickening (*Gravity, DFAS, Belt Filter, Vacuum Filter*)
  - Lime Stabilization
  - Composting
  - Land Application
- 10:20 – 10:30 Break
- 10:30 – 12:00 Mechanical and Instrumentation
  - Review of HP and TDH
  - Pump Curves
  - 4 – 20 milliamps
- 12:00 – 12:30 Lunch (provided)
- 12:30 – 1:30 Mechanical and Instrumentation Continued
- 1:30 – 2:30 Laboratory
  - Laboratory Review (*TSS and BOD, GEO MEAN and Fecal Coliform*)
  - Basic Chemistry
  - QA/QC
  - QA/QC Math ( *Mean, STD DEV*)
- 2:30 – 3:00 Day End Review and Practice Problems
- 3:00 – 5:00 End of Class Exam for SHE's (optional)

**Payment/Cancellation Policy:** Payment is expected prior to class. Cancellations must be requested at least 3 business days prior to the start of the class, or your registration fee will be forfeited. If you cancel least 3 business days prior to the start of class, the full amount will be refunded. You may send a substitute attendee.

# Advanced Wastewater Operations

<b>March 29-30, 2023</b> 2123 University Park Dr Ste 150 Okemos MI 48864	<b>March 29-30, 2023</b> Online via zoom	
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Class qualifies for 1.2 SHE Engineering. Must take and pass an additional written exam administered at the end of the class to earn SHE credits.



**Attendee cell phone and email address are required for all attendees. Registration will not be processed without these.**  
 Email address does not need to be a work address. Just an email address that the attendee has access to. Attendee will be asked to set up a zoom account (these are free). Make sure you use your actual name and company so we can track your CECs for EGLE.

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If attending in person, do you have any special dietary requirements?
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Send and invoice: ____ Charge my credit card info below: ____
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See previous page for Payment/Cancellation Policy.

# Activated Sludge Process and Control



## 1.1 CECs, Wastewater Technical

*You must attend the entire class to earn the CECs*

Instructor: John Holland, MRWA

<b>AGENDA Day 1 – Activated Sludge Process and Control</b>	
8:30 - 8:40	Introduction
8:40 - 9:30	Introduction to the Activated Sludge Process <ul style="list-style-type: none"> <li>• The Basic Process</li> <li>• Modifications of the Activated Sludge Process</li> <li>• Keywords and Definitions</li> <li>• Process Description</li> </ul>
9:30 - 10:30	Operation <ul style="list-style-type: none"> <li>• Normal Operation Process Equipment; Operation Strategy; Microorganisms</li> <li>• Abnormal Operation Trouble shooting; Making Corrections</li> </ul>
10:30 - 10:45	Break
10:45 - 12:00	Activated Sludge Math <ul style="list-style-type: none"> <li style="width: 50%;">• Tank Volumes</li> <li style="width: 50%;">• BOD Loading</li> <li style="width: 50%;">• MLSS &amp; MLVSS</li> <li style="width: 50%;">• F/M Ratio</li> <li style="width: 50%;">• MCRT &amp; Sludge Age</li> <li style="width: 50%;">• Return Rate Estimated</li> <li style="width: 50%;">• Wasting Rates</li> </ul>
12:00 - 12:45	Lunch (provided)
12:45 - 2:00	Plant Tour and Process Familiarization
2:00 - 3:00	Math Continued
<b>AGENDA Day 2</b>	
8:30 - 10:30	Math Continued
10:30 - 10:45	Break
10:45 - 12:00	Math Continued
12:00 - 12:45	Lunch (provided)
12:45 - 2:30	Laboratory <ul style="list-style-type: none"> <li>• Microorganisms</li> <li>• SVI / SDI</li> </ul>
2:30 - 3:00	Review & Questions

**Payment/Cancellation Policy:** Payment is expected prior to class. Cancellations must be requested at least 3 business days prior to the start of the class, or your registration fee will be forfeited. If you cancel least 3 business days prior to the start of class, the full amount will be refunded. You may send a substitute attendee.



# Activated Sludge

<b>March 6-7, 2023</b> Saginaw Chippewa WWTP 7375 E. Tomah Rd. Mt. Pleasant, MI 48858	<b>March 6-7, 2023</b> Online via zoom
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# Lagoon Operations



## 1.2 CECs, Wastewater Technical

*You must attend the entire class to earn the CECs*

*Class qualifies for 1.2 SHE Engineering. Must take and pass an additional written exam administered at the end of the class to earn SHE credits.*

<b>AGENDA Day 1</b>	
8am – 8:15am	Class Begins (Introductions / housekeeping)
8:15am – 9am	Introduction
9am – 10am	Basic Math
10am – 10:15am	Break
10:15am – Noon	Math continued
Noon - 12:45pm	Lunch (provided)
12:45pm – 1:45pm	Treatment Process
1:45pm – 2pm	Break
2pm – 3:30pm	Design Criteria
<b>AGENDA Day 2</b>	
8am – 9am	Sampling and Lab Analysis
9am – 10am	Management Practices
10am – 10:15am	Break
10:15am – 11am	Permits, Records and Reports
11am – Noon	Collection Systems
Noon – 12:45pm	Lunch (provided)
12:45pm – 1:45pm	Collection Systems Continued
1:45pm – 2pm	Break
2pm – 3:30pm	Safety

**Payment/Cancellation Policy:** Payment is expected prior to class. Cancellations must be requested at least 3 business days prior to the start of the class, or your registration fee will be forfeited. If you cancel least 3 business days prior to the start of class, the full amount will be refunded. You may send a substitute attendee.

# Lagoon Operations

1.2 CECs, Wastewater Technical - *You must attend the entire class to earn the CECs*

<b>April 18-19, 2023</b> Doherty Hotel 604 North McEwan Clare MI	<b>April 18-19, 2023</b> Online via zoom
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*Circle the class you want to register for.*

*Members \$340 per attendee  
Non-Members \$440 per attendee*

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Card number:
Expiration date: _____ CSC code: _____
Name on card:
Card Billing address:
Email address to send receipt to:

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# *You are Invited*

**2023 MRWA Annual Conference and Exhibition  
March 15-17, 2023  
Grand Traverse Resort  
Traverse City, MI**

Pre-conference class March 14

**Water Taste  
Test  
Competition**

**Earn up to 1.7 CEC's  
during pre-  
conference and  
conference classes**

**Networking  
Opportunities**

**To see details or download the full registration brochure go to  
<https://www.mrwa.net/annual-conference>**

# MRWA SAFETY TRAINING SERIES

Michigan Rural Water Association has partnered with G & S Safety Consultants to provide you with a live (via zoom) Safety Training Series.

Future episodes via zoom include:

February 28, 2023 Electrical Safety

March 28, 2023 First Aid

April 25, 2023 Fall Prevention/Arrest Systems

*More dates and topics to come*

All classes begin at 7:30am and end at 8:30am

## IMPORTANT INFO YOU NEED TO KNOW:

Cost is based on your community size so you will need to login to the website. If we have your community size wrong, give us a call to update it.

Most communities will only need to purchase one link/ticket.

We suggest that you watch these trainings by connecting your computer to a large screen TV so all of your staff can watch together.

If you have multiple locations that want to watch live, you will need to purchase additional links/tickets. Each zoom link is tied to an email address so be sure to register the right people to receive the links.

Participation during the live session is encouraged. You can ask questions through your camera if you have one or use the zoom chat function.

There are no CECs but you will want to track of your attendees.

Episodes will be recorded and viewable for 30 days after the live episode. (Link to recording will be emailed to those who purchased the live session.)

Please do your best to register online before contacting the office. Go to MRWA website events tab to register.



Michigan Rural Water Association  
2127 University Park Dr Ste 340  
Okemos MI 48864

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PRSR STD  
US POSTAGE  
PAID  
CLARE, MI 48617  
PERMIT #2

**This brochure includes MRWA classes for the entire state of Michigan.**

**Attendee cell phone and attendee email address required. We will not process any registration without that information. Attendee cell and email will NOT be shared with outside parties.**

MRWA Outdoor Expo  
August 17, 2023  
Michigan International Speedway

MRWA UP Conference  
October 18-19, 2023  
Ramada, Marquette