

On-the-Job Training Program 2010 Annual Report



North Carolina Department of Transportation

Prepared by:

Mr. Marvin T. Butler, OJT Program Manager

March 3, 2011



On-the-Job Training Program Mission Statement

The mission of the N.C. Department of Transportation's On-the-Job Training Program is to work with and support the State's Highway Construction Industry in establishing, developing and maintaining a skilled diverse workforce that will fulfill the present and future needs of the highway construction industry while increasing minority and female participation in the program.

2010 Accomplishments

In 2010, the OJT Program Unit participated in seminars and designed and implemented new resource materials that will provide benefits for contractors and trainees:

- OJT's second newsletter, "*Training Makes the Difference*," was developed and published and met with great success from trainees and industry. The newsletter is designed to provide contractors and trainees with valuable information related to the success of the OJT program. It acknowledges and recognizes the commitment made by the highway construction industry in developing a skilled diverse workforce. (See attachment 1)
- OJT Trainee Orientation packet guide was developed and mailed to all new trainees enrolled to help explain the purpose and benefits of the OJT program.
- OJT staff attended the AASHTO Civil Rights Training Symposium, "*Diversity, Equity and Prosperity*" hosted by the Virginia Department of Transportation from September 12 – 15, 2010. OJT Program Manager Marvin Butler presented and served as a resource for "Construction Career Days Programs" during the symposium.
- OJT Program Manager Marvin Butler was appointed to the N.C. Community Colleges Industrial Advisory Committee for Engineering Technology Sector Curriculum Improvement Project (ET Sector).
- OJT Program Manager Marvin Butler was appointed to serve on the Wilson Community College Heavy Equipment Operation Advisory Committee.
- Congress has directed the General Accountability Office to review FHWA's On-The-Job Training Program. The Association of General Contractors surveyed their member firms for comments. See responses from North Carolina highway contractors concerning NCDOT's OJT Program. (See attachment 2)
- National Association of Women in Construction (NAWIC) - Marvin Butler served as a guest speaker for the Charlotte Chapter of NAWIC. The purpose of his presentation was to inform and solicit opportunities for increasing women in the construction industry. NAWIC has been supportive of Construction Career Days events. (February)



- In collaboration with the HBCU/MIHE Office and Elizabeth City State University, there has been preliminary discussion regarding development of a construction and aviation job fair for high students in Northeastern North Carolina. The target date for this event is Fall 2011.
- In partnership with Pitt Community College and East Carolina University, an OJT High School Construction Academy has been developed for June 2011. D. H Conley and North Pitt High School, with strong construction trades and minority student populations, have been targeted to participate in the program to educate students in the building trades and construction management.
- The OJT Office in collaboration with East Carolina University's Construction Management program began discussions focused on how ECU graduates can compete for employment opportunities with NCDOT. A follow up meeting occurred with ECU faculty that included Deputy Secretary Anthony Roper and Shelton Russell, BOWD Director to discuss and explore the possibility of designing and developing curriculum between NCDOT and ECU. Deputy Secretary Anthony Roper will involve NCDOT Human Resources for follow-up and outcome.
- UNC-Charlotte – Marvin Butler gave a presentation on “Critical Thinking” to Construction Management Engineering Technology students regarding department functions, operations and employment opportunities. (April)

While these appointments, conferences, lectures and seminars serve as a source of recognition, it also increases the visibility of the OJT program while building relationships for continued future success.

▪ **Construction Career Days**

In 2010, the OJT Program sponsored three Construction Career Days(CCD) events in Concord, Waynesville and Fayetteville. Construction Career Days are three-day events designed to introduce high school students to a variety of jobs available within the transportation, commercial and highway construction industry. Students participate in hands-on activities during the event such as masonry, carpentry, electrical and heavy equipment operation. Career information booths are supported by contractors, equipment dealers, industry suppliers, community colleges and universities. Approximately 3,800 students from 104 high schools from 42 counties participated in the events. In attendance to support these events were 98 exhibitors, 96 pieces of heavy equipment and over 300 volunteers in attendance. Since 2001, the OJT Program has conducted 28 CCD events with more than 33,000 students participating across North Carolina. We are also proud to report that all high schools from all 100 counties have had the privilege of attending and participating in Construction Career Days events. The response from local public schools, community colleges and the construction industry continues to remain strong. Note: A new 1 day attendance record of 830 students was set during the Fayetteville CCD Event.



▪ **Trainee Interviews**

The trainee interview process continues to be beneficial in helping the OJT program continue to promote and support the trainees enrolled in the program. This process affords us the opportunity to improve and make changes as necessary to ensure the effectiveness and continued success of the OJT program.

▪ **Interview Process**

The interview process is as follows:

- Upon entry into the program, each trainee receives a letter, in English or Spanish, welcoming them to the program, as well as a copy of their specific training classification.
- An OJT program representative then contacts the contractor and/or supervisor to schedule an initial interview.
- The initial interview is scheduled within 30 days of enrollment with each trainee and serves as an informal OJT orientation session for the trainee.
- Should a trainee be enrolled in a classification that requires 1,000 hours or more, a follow-up interview is scheduled approximately halfway through the training.
- Once the trainee has graduated from the program, a graduate interview is scheduled to determine the effectiveness of the training.

There were 85 interviews conducted in 2010 which included 43 initial interviews, 27 follow-up interviews and 15 graduate interviews.

The numbers of trainee interviews are lower in 2010 due to the OJT Field Specialist accepting another position with the department. As a result, only approximately 4 months of interviews were conducted for the year. Due to the departmental hiring freeze, we were unable to replace the position for seven months. With the hiring of a new OJT Field Specialist in December, we will return to the normal interview process.

A Trainee Interview Report document will be published separate from this report.



2010 On-The-Job Training Program Goal & Summary

At the beginning of 2010, the N.C. Department of Transportation's On-The-Job Training Program set a goal of assigning 110 trainees for the calendar year.

	Alternate Program
Trainees Enrolled in 2010	136
Total Graduates 2010 (Includes trainees who were enrolled prior to 2010)	137
Trainees Still Active for 2011	47

2010 Enrollment & Graduation with Demographics

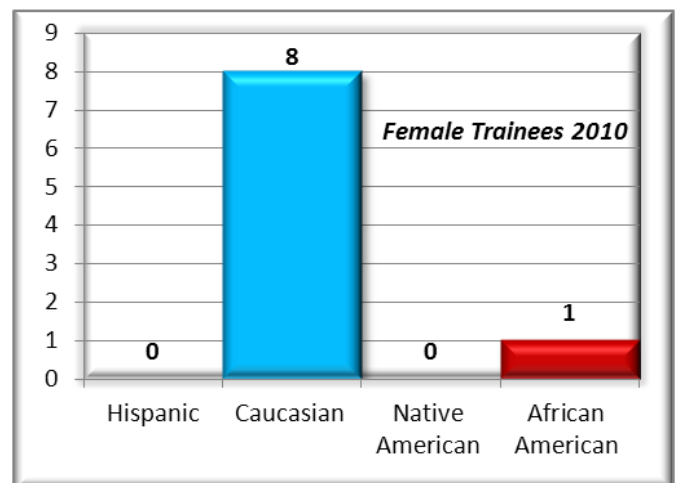
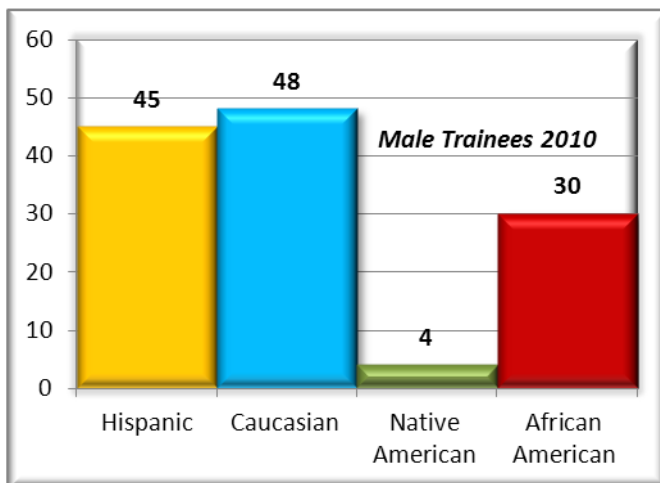
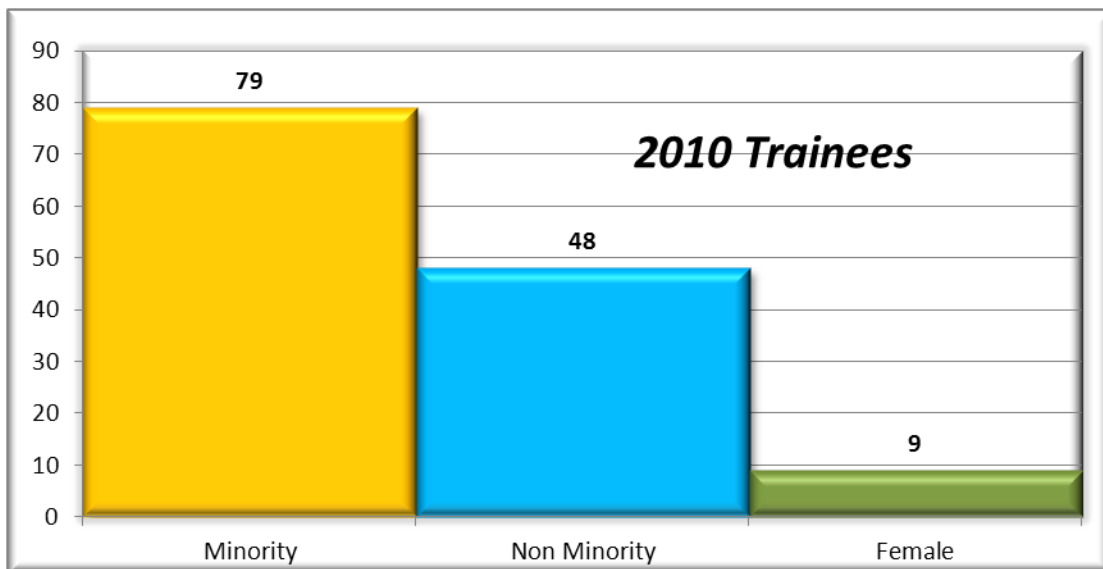
- 88 Trainees enrolled or 65% were classified as minorities and females
- 87 Trainees enrolled or 64% graduated were classified as minorities and females

The total number of graduates included trainees that were enrolled prior to 2010 and remained active in the program. In order to achieve trainee goal compliance, the contractor is required to keep the trainee active for 50% of the hours required by the classification. By remaining active in the program, it helps increase the number of trainees graduating from the program. Factors related to trainees rolling over from year to year is based on when contractors decide to enroll their trainees and the number of hours required for the classification. For Example: If a contractor enrolls a trainee after July 1st in a 2080 hour classification, the trainee is not expected to graduate until the following year. This is a common practice among all contractors and does not have a negative impact on the overall success of the OJT program. In fact, it leads to greater success for the individual trainee to be able to complete the training and receive a certificate of completion. This helps serve in keeping with the mission of creating and developing a skilled diverse workforce.



2010 On-The-Job Training Program Demographics of Enrolled Program Participants

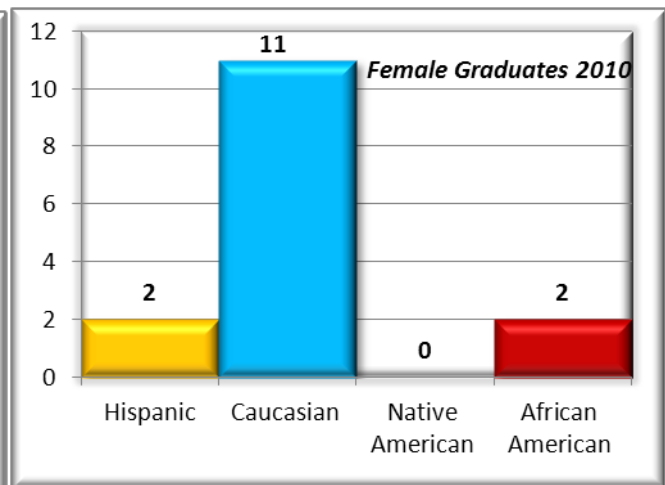
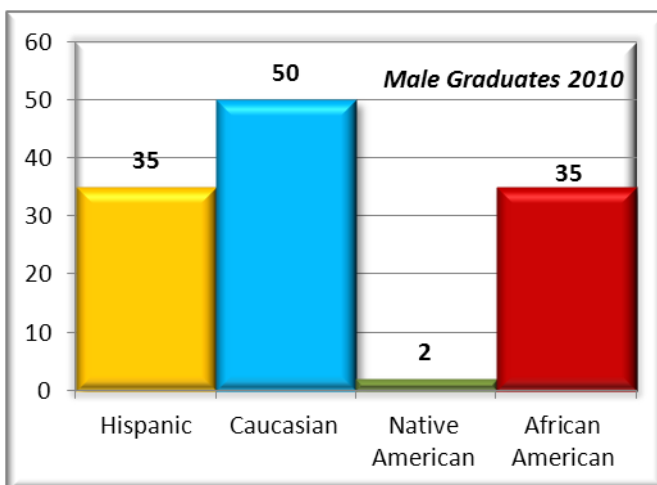
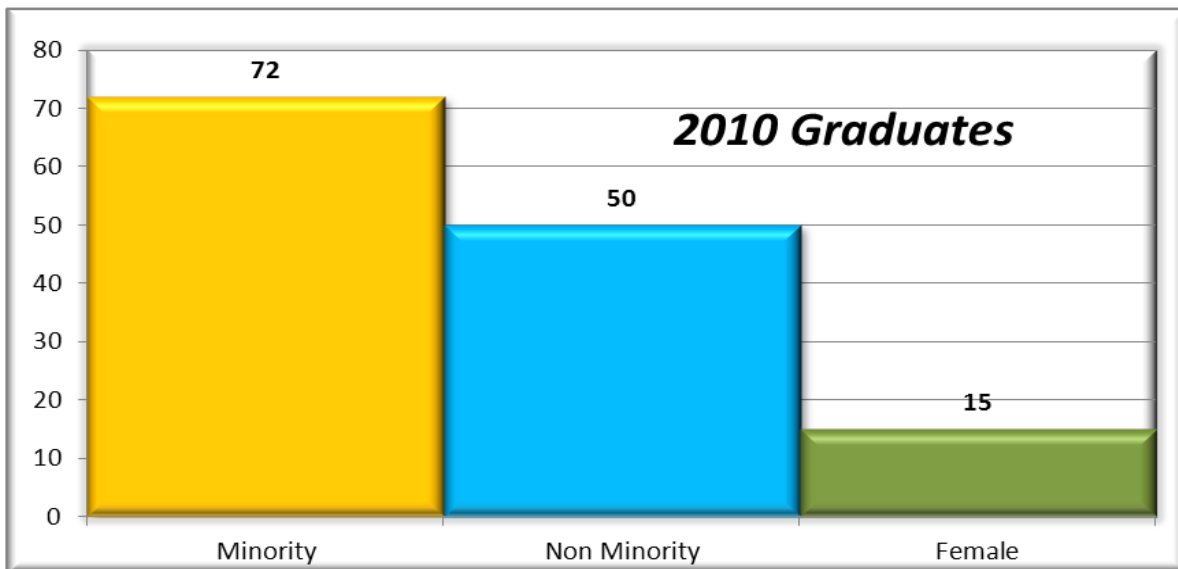
Race	Male	Female	Total
Hispanic	45	0	45
Caucasian	48	8	56
Native American	4	0	4
African American	30	1	31
Total	127	9	136





2010 On-The-Job Training Program Demographics of Trainees Graduated in 2010

Race	Male	Female	Total
Hispanic	35	2	37
Caucasian	50	11	61
Native American	2	0	2
African American	35	2	37
Total	122	15	137

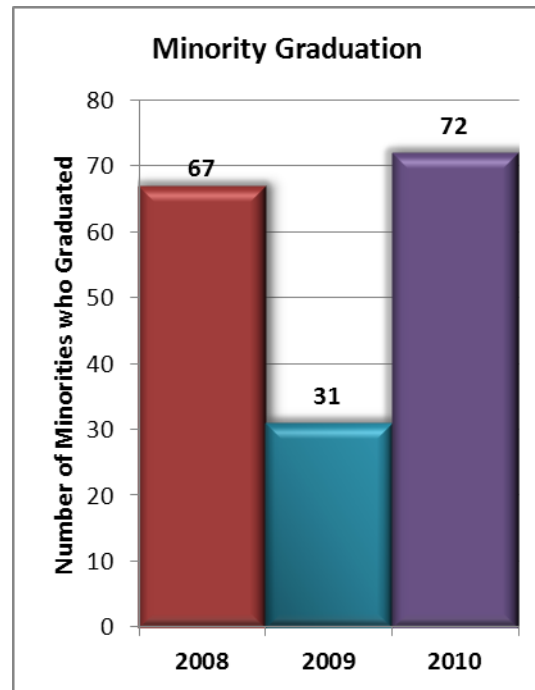
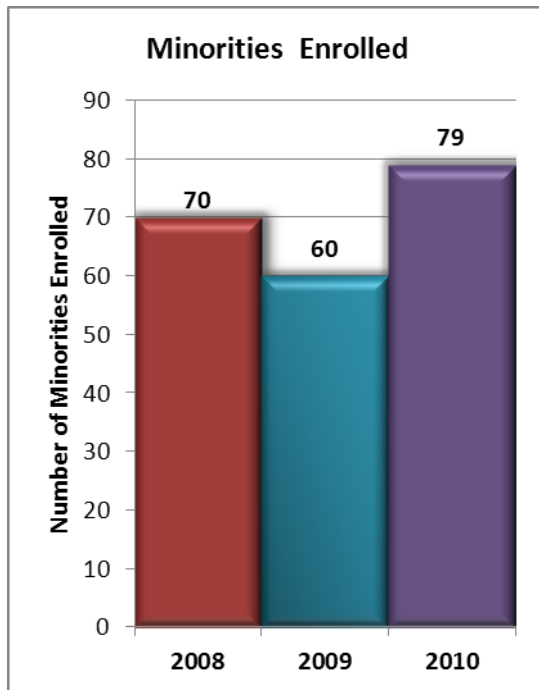




Three Year Trend of Enrollments vs. Graduations & Demographics

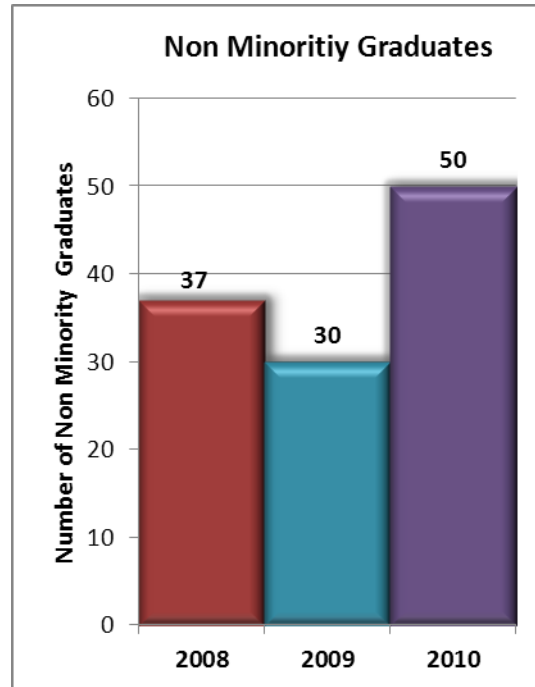
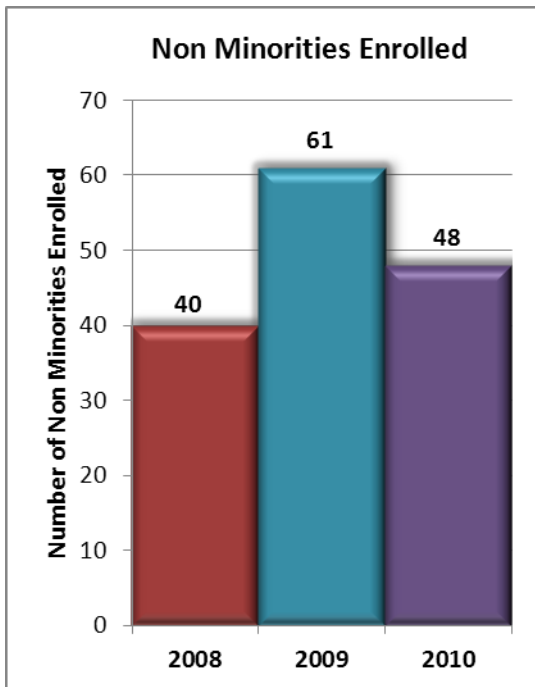
Over the past two years the construction industry has laid off a large percentage of its labor workforce, approximately 50 percent in some instances, due to the recession. Minorities are the largest group affected and make up a significant number of skilled craft/operator positions. This information was obtained through constant communication between contractors and the OJT office in trying to assist contractors in meeting their respective trainee goals. In efforts to improve overall achievement of the program, we have taken a look at the past three years to see how the industry is meeting its trainee goals. Graphs were utilized to compare trends of enrollment, graduation and demographics of the program. African American males have increased in enrollment each and every year from 2008-2010. African American males also led the way with the highest percentage of graduation rates. The data shows fluctuations among other minorities and non-minorities and females with regards to enrollment and graduation rates. In 2010 the number of graduates increased after decreasing in 2009, due large in part to active trainees who rolled over from the previous year. You will see our findings in the graphs to follow. Overall, the OJT program continues to meet its goals each and every year with the purpose to increase minority and female participation.

81% of Minorities graduated the program

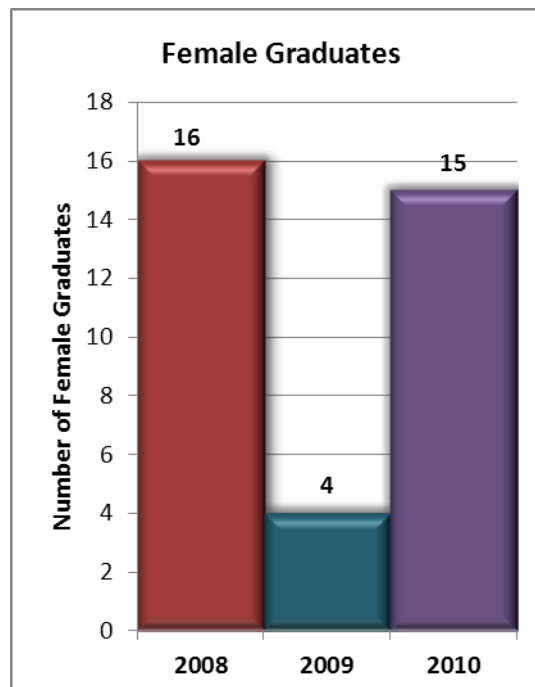
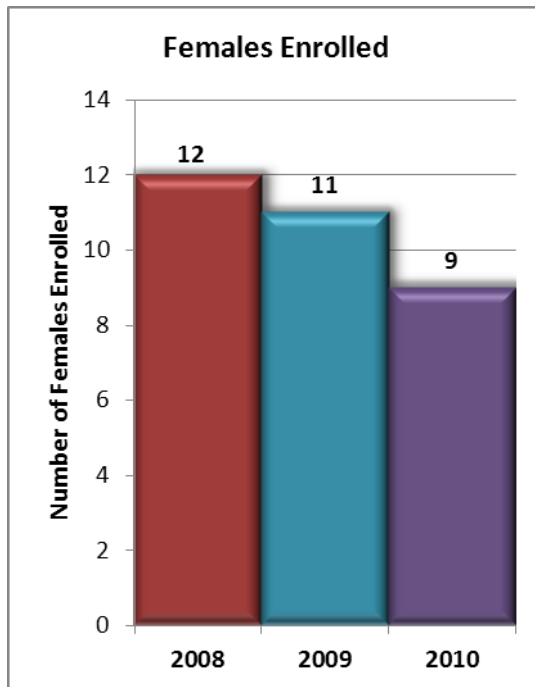




79% of Non-Minorities graduated the program

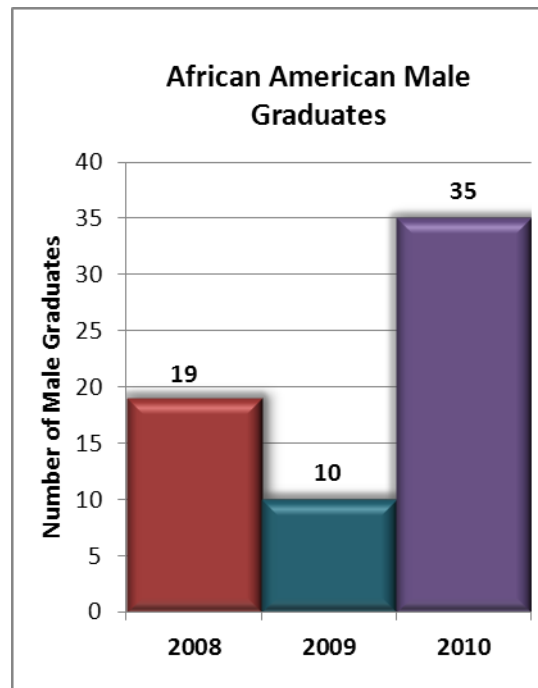
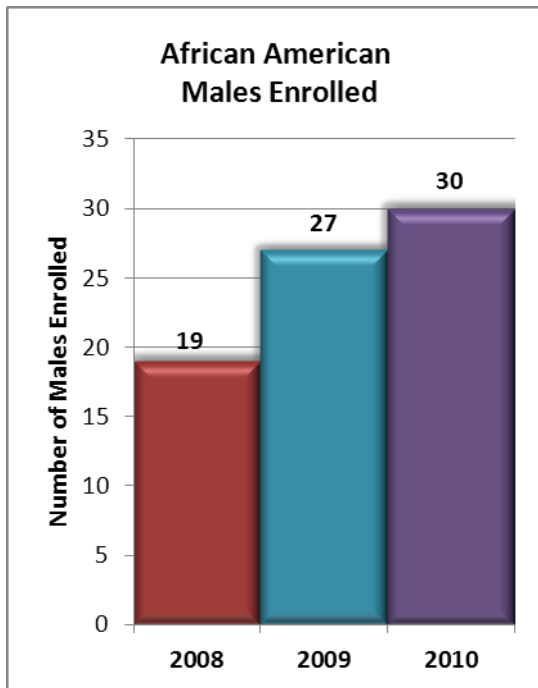


109% of Females graduated the program

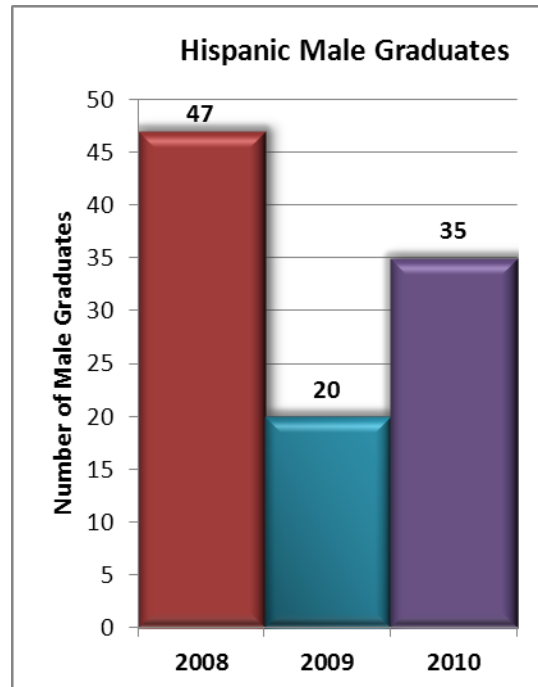
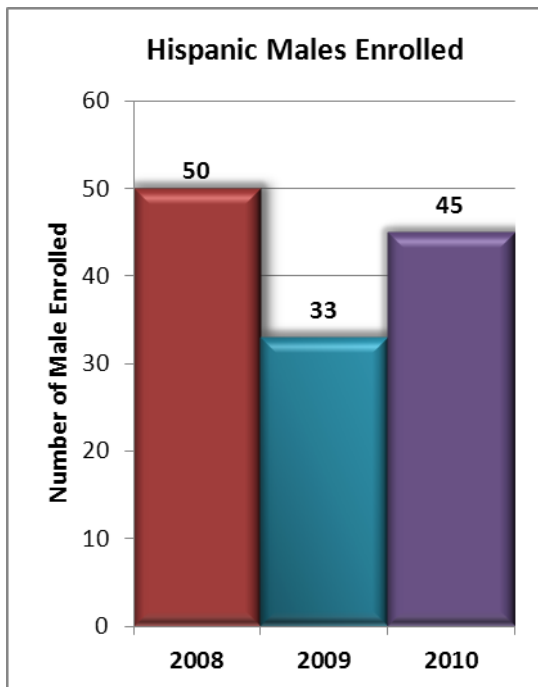




84% of African American Males graduated the program

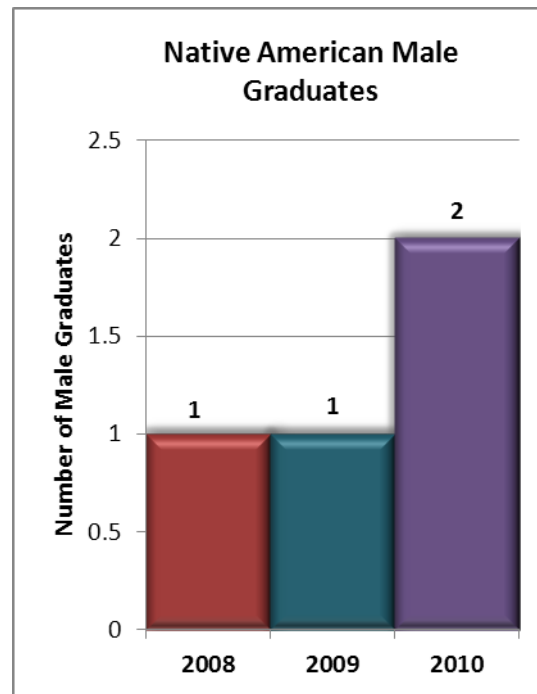
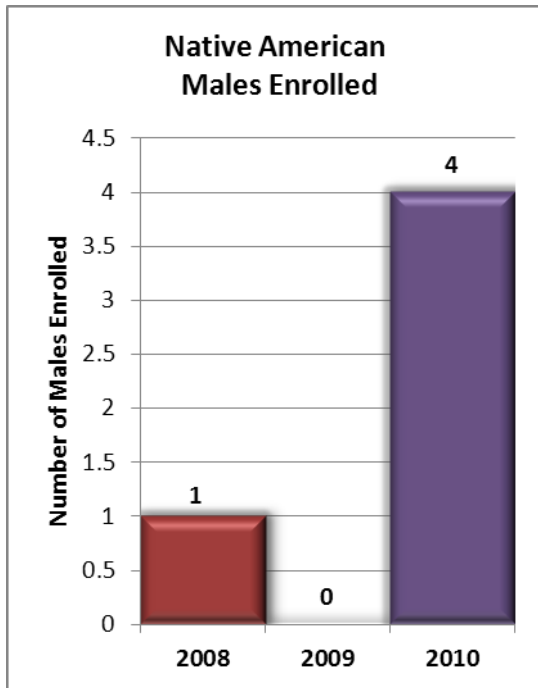


80% of Hispanics Males graduated the program

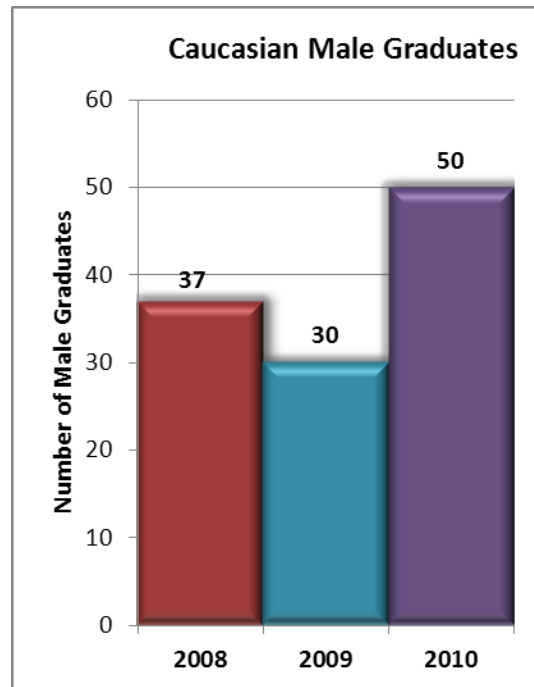
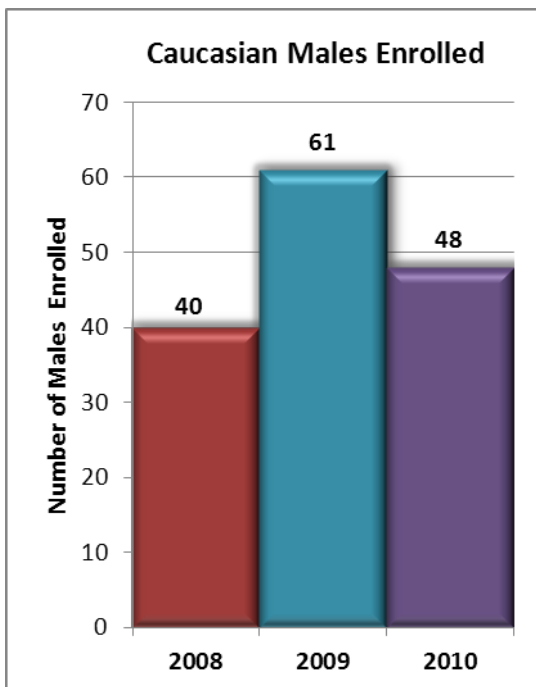




80% of Native American Males graduated the program



79% of Caucasian Males graduated the program



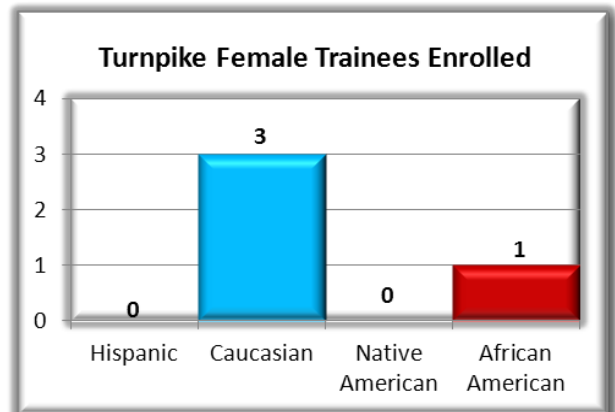
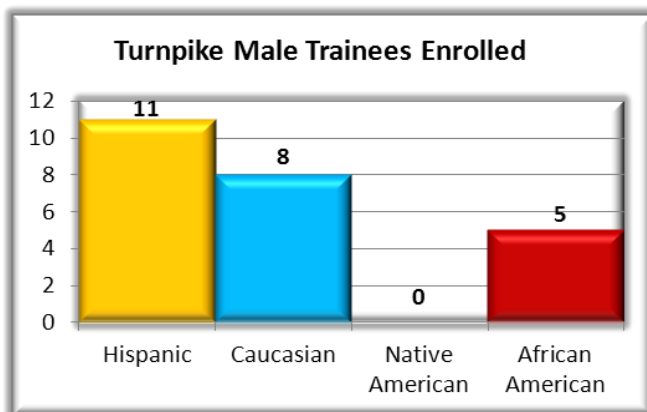
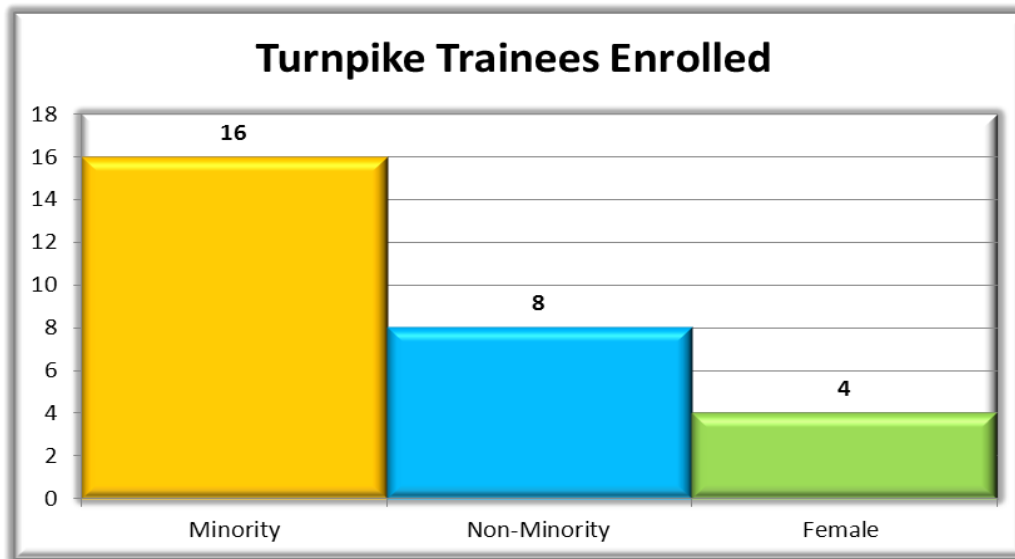


2010 North Carolina Turnpike Authority Program Goal & Summary

Based on senior management’s recommendation the administration and implementation of the Turnpike Authority’s OJT Program was assigned to the NCDOT On-The-Job Training Program. The Turnpike Authority did not begin implementing the OJT program until the end of 2010. The Turnpike Authority set a goal of assigning 40 trainees for the life of the project. Based on communication, the Turnpike Authority expects to meet and exceed its goals set for the project.

2010 Turnpike Trainee Enrollment Demographics

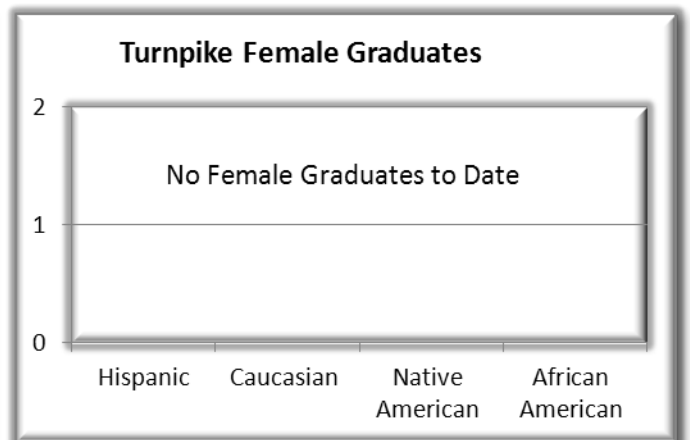
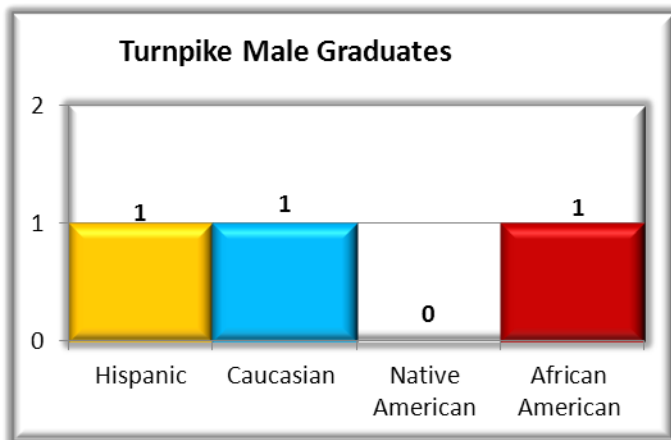
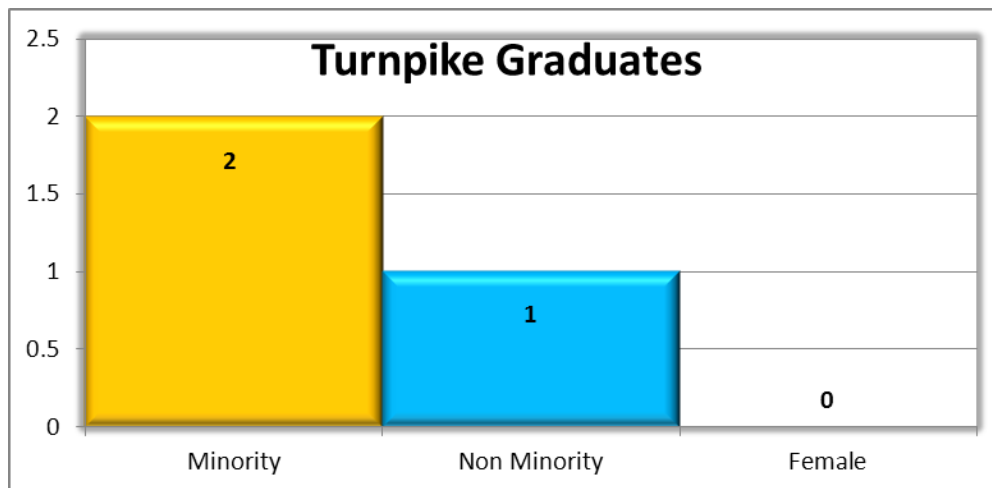
Race	Male	Female	Total
Hispanic	11	0	11
Caucasian	8	3	11
Native American	0	0	0
African American	5	1	6
Total	24	4	28





2010 Turnpike Trainee Graduate Demographics

Race	Male	Female	Total
Hispanic	1	0	1
Caucasian	1	0	1
Native American	0	0	0
African American	1	0	1
Total	3	0	3





ATTACHMENTS

Attachment 1	Second newsletter " <i>Training Makes the Difference</i> "
Attachment 2	OJT Contractor Comments and Correspondence Berry Jenkins, Association of General Contractors Charles E. Rose, Barnhill Contracting Brad Goodson, Tennoca Construction Julie Manuel, APAC-Asheville