# CLASS SCHEDULES

**ALEXANDRIA — 08/31/21**  
AEX Conference Room, England Airpark  
1100 Frank Andrews Blvd.  
Alexandria, LA 71303

**BOSSIER CITY — 09/01/21**  
DOTD District 04 Conference Room  
3339 Industrial Drive  
Bossier City, LA 71112

**WEST MONROE — 09/02/21**  
Cheniere Lake Lodge  
104 Cheniere Lake Drive  
West Monroe, LA 71292

**NEW ORLEANS — 09/08/21**  
New Orleans Regional Transportation Management Center (RTMC)  
10 Veterans Boulevard  
New Orleans, LA 70124

**LAFAYETTE — 09/09/21**  
Lafayette Utilities System, 1314 Walker Road  
Lafayette, LA 70506

**LAKE CHARLES — 09/14/21**  
White Oak Landing, 5584 River Road  
Lake Charles, LA 70615

**HAMMOND — 09/15/21**  
Hammond Police Training Center  
47038 Conrad Anderson Road  
Hammond, LA 70401

**BATON ROUGE — 09/16/21**  
TTEC 100, 4099 Gourrier Avenue  
Baton Rouge, LA 70808

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**QUESTIONS?**  
Contact the LTAP Office via:  
Phone: (225) 767-9717  Fax: (225) 767-9156  
E-mail: courtney.dupre@la.gov

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The Louisiana Local Technical Assistance Program (LTAP) is a cooperative effort between the Louisiana Department of Transportation and Development (DOTD), the Federal Highway Administration (FHWA), and Louisiana State University (LSU). LTAP serves the needs of local transportation agencies and is a part of the Louisiana Transportation Research Center (LTRC).  

[www.louisianaltap.org](http://www.louisianaltap.org)
REGISTRATION

Registrations are now only accepted online at https://registration.ltrc.lsu.edu/login

If you have not done so for a previous LTAP class, you must create a profile in the system to register. Please keep a record of your username and password for future course registrations. If you need to register multiple people on behalf of your agency, create a profile of your own and email your username to courtney.dupre@la.gov for instructions. Once inside your profile, click on “LTAP — Roads Scholar #5B: Creating a Safe Work Environment”.

FEES & CANCELLATIONS

$25 for Public Agencies
$50 Private Agencies
Credit card payments are accepted through the online registration system.
Checks or money orders are also accepted.

Make checks payable to:
LOUISIANA STATE UNIVERSITY
Mail checks to:
LTAP-Technology Transfer/LTRC,
4099 Gourrier Avenue, Baton Rouge,
LA 70808-4443.
ATTN: Courtney Dupre

Registration is required one week in advance of class. Failure to cancel at least 72 hours prior will result in a forfeit of the registration fee. Registration fees cover the cost of provided breakfast, lunch, and course materials. Participant substitution is available.

ABOUT THE COURSE

This course will equip public agency supervisors, prospective supervisors and crew leaders to recognize safety hazards as part of planning their work and to utilize varied techniques for training of personnel to ensure a safe worksite.

Other covered topics include:

- Selecting equipment and resources to maximize safety on the jobsite;
- Managing and matching personnel and their activities onsite with the goal of avoiding accidents;
- Implementing action steps if an unsafe condition, incident, or accident should occur, in order to mitigate injury or damage; and
- Utilizing safety training techniques and resources (e.g., tailgate safety meetings, jobsite briefings, or on-the-job coaching).

Upon completion, course participants will have an understanding of the issues related to liability of supervisors on the worksite, as well as the responsibilities of supervisors and crew leaders for the safety of the public around their worksites.

COURSE TIMES:

Registration: 7:00 a.m.
Class: 7:30 a.m. – 2:30 p.m.

INSTRUCTOR

Roger Shields
Brigadier General,
United States Army Retired

Roger has over 40 years of experience in safety management both in the military and the civilian arena.
He currently provides consulting services focused on leadership and management training. Additionally, he serves as an Army Senior Mentor/Subject Matter Expert in theater level logistics helping to prepare military units for deployment to Iraq and Afghanistan, and also for emergency/homeland defense missions.
For the past decade, General Shields has worked part-time in varied assignments for Neel-Schaffer Engineering as their Training/Safety Coordinator.
Roger holds a Masters Degree (equivalent) from the US Army War College.

Professional Development Hours (PDHs)

Participants will receive six (6) Professional Development Hours (PDHs) upon successful completion of this course.

LTRC is a Louisiana State Board of Registration for Professional Engineers and Land Surveyors, approved Sponsor/Provider of Continuing Professional Development.