customized training and consulting
Economic Vitality

Oklahoma’s economic future will largely depend on the ability of existing Oklahoma business and industry to remain competitive, push the boundaries of technology and grow in the marketplace. Frequently this requires providing the existing workforce with upgrade training or training on new technology or equipment.

Training to Match Your Needs

The importance of life-long learning and upgrading work-related skills cannot be overstated.

A highly trained workforce makes an organization more competitive in the marketplace, reduces employee turnover, increases productivity and fosters growth and business success.

Central Tech, part of the Oklahoma CareerTech system, tailors training programs, schedules, location and delivery to match the needs and requirements of each customer. Training can be held at the technology center or on-site at a business or industry. The programs prepare employees to operate new equipment, emerging technology or to meet the changing demographics of the workforce. Training can range from one hour to several hundred hours.

One particularly successful program in this arena is safety training. Results of this training have been impressive in dramatically reducing workplace injuries, and as a result, saving millions of dollars in workers’ compensation premiums for Oklahoma companies. In 2008, Central Tech was proud to have been named the first safety center in the state to achieve a center for excellence level.

Every business is different and our flexibility is the key to meeting your specific re-tool or upgrade requirements. One of our coordinators will meet with representatives from your company to assess the competencies needed in each job category and design a specific training program. We will develop a statement of understanding that outlines the responsibilities, areas and length of training, number of employees to be trained, and any special requirements.

There is no lengthy application process. Receive quality training when you need it!

Employment Services

Connecting Employees to the Workforce

Central Tech prepares students for the workforce and connects graduates with local employers through an online job posting service on the Central Tech business and industry service website, www.CentralTechBIS.com.

Employers post open positions by completing an online job announcement form. Each submission is reviewed and posted for 30 days unless a request is received to extend or remove.

This service is available free of charge to Central Tech clients and advisory committee members.
Safety Plans

Central Tech has developed safety plans for hundreds of businesses over the past few years. We understand Oklahoma safety requirements and address them in our comprehensive plans. All safety plans developed through the Central Tech Business and Industry Division meet OSHA, DOT and PHMSA requirements.

Safety Training

We can provide training at our state-of-the-art safety training facilities, recognized as a Safety Center for Excellence, or we can come to you with our mobile safety trailer.

Industries we serve:
- Aerospace
- Construction
- Fire
- Healthcare
- Manufacturing
- Municipalities
- Oil & Gas
- Retail
- Roads
- Schools

Developing a Safety Culture

As workers’ comp increases, many companies suffer each year when accidents rob them of precious man-hours and profits. The Safety Culture Program is a proven method for changing the mind-set of a business from the top executive to the part-time employee. Employee safety is viewed as an ongoing commitment integrating safety methods into the business procedures and processes. The vision... a workplace free of accidents and injuries.
Employee safety impacts your company’s bottom line

The best way to decrease the number of workplace accidents, lost-time productivity and workers' comp rates is to provide ongoing safety training to your employees.

All of our programs meet or exceed OSHA requirements. We can even develop your annual safety training program and assist you with your reporting and recording needs.

**GENERAL INDUSTRY SAFETY**
Meets OSHA Standard 1910

- Bloodborne Pathogens
- Electrical-General
- Fall Protection
- Fire Safety
- First Aid| CPR| AED
- Fit Testing
- Forklift
- HAZCOM
- HAZMAT C FR 49
- HAZWOPER
- Ladders
- Lockout Tagout
- Machine Guarding
- OSHA 10 & 30 Hour Courses
- Respiratory Protection
- Scaffolding

**CONSTRUCTION SAFETY**
Meets OSHA Standard 1926

- Cranes, Derricks, Hoists, Elevators and Conveyors
- Excavations
- HAZCOM
- Materials Handling, Storage, Use and Disposal
- OSHA 10 & 30 Hour Courses
- OSHA Focus Four Hazards – including: Fall Protection, Electrical, Struck By, Caught In/Between
- PPE
- Scaffolding
- Silica
- Stairways and Ladders
- Tools – Hand and Power

Any other OSHA standard or policy needed

When your employees hear the word “safety,” do they think of the company where they work?

**Safety Trailer**
Mobile Classroom

**We can go anywhere you can go!**

For your convenience, Central Tech offers a mobile training classroom. This is a great way to train employees on- or off-site.

- Confined Space
- Fall Protection
- Fire
- HAZWOPER
- Ladder
- Lockout/Tagout
- Trenching/Shoring
Corrosion Training

Corrosion costs the United States over $300 billion per year and produces significant safety, environmental, and financial consequences. Corrosion control, therefore, is important to company profits and is required by government regulatory agencies such as the EPA, DOT, and OPS. In the oil and gas industry, Corrosion Techs are highly trained professionals, whose job is to prevent the vast pipelines and storage tanks throughout the United States from deteriorating. Corrosion Techs require knowledge of chemistry, electricity, physics, metallurgy and other sciences to prevent or control corrosion damage.

Topics a Level 1 Corrosion Tech would learn are:
- 66101-02 Introduction to the Pipeline Industry
- 66102-02 Liquid Pipeline General Abnormal Operating Conditions
- 66103-02 Locating Pipeline and Cable
- 66104-02 Measure Pit Depth and Wall Thickness
- 66105-02 Inspect Buried and Submerged Pipe when Exposed
- 66106-02 Aboveground Pipe Coating and Inspection
- 66107-02 Apply and Repair External Coatings on Buried and Submerged Pipe
- 66108-02 Cathodic Protection Measurement
- 66109-02 Test Station Repair
- 66110-02 Inspect Internal Pipe Surfaces
- 66111-02 Internal Corrosion Control

A Level II Tech would learn to do the following:
- 66201-02 Install Cathodic Protection Systems
- 66202-02 Maintain and Repair Rectifiers
- 66203-02 Mitigate Interference
- 66204-02 Test and Repair Shorted Casings
- 66205-02 Conduct Close Interval Survey
- 66206-02 Perform Coating Inspection
- 66207-02 Perform High-Pressure Blasting/Surface Preparation
- 66208-02 Apply Coatings Using Spray Applications.
Oil & Gas

Our training facilities include:
• Fully-simulated Oil and Gas Computer Controls
• Pipeline Maintenance Equipment
• Monitors
• Laboratories
• Simulators
• Computer Systems
• Storage Facilities Necessary for Training Pipeline Maintenance Technicians,
  Providing Students with a more Realistic Training Experience
• State-of-the-art Safety Training Facility, Recognized as a Safety Center for Excellence

NCCER Training Unit

Central Tech’s training site offers quick-turnaround times for oil and gas contractors and their employees who need Operator Qualification (OQ) certification for job sites. Training consists of a review of covered tasks in NCCER modules using Contrens Learning Series materials, a written test and a one-on-one hands-on evaluation. Temporary credentials are provided to assist contractors in meeting immediate job site requirements until NCCER certification arrives.

NCCER Assessment Site

All NCCER assessments are available through Central Tech’s computer-based assessment program. Computer tests are ordered and available for us to conduct within 24-48 hours after calling our center. Immediate results are available to take with you as verification for your job site. If you do not pass particular NCCER modules on your test, training is available to assist you in passing your required modules.

Performance Verifications (PV)

All Central Tech instructors are certified by NCCER to provide Performance Verifications for specific NCCER covered tasks. Performance Verifications can be provided as a stand-alone service. To ensure access to job sites, Central Tech provides temporary credentials to all participants until NCCER records become official.
Measurements

**Field Measurement** introduces the techniques used in the field by pipeline measurement technicians. Topics include measurement components, types of meters, measurement of custody transfers and receipts, verification of meter accuracy, waterdraw calibration techniques, and utilization of tank strappings.

**Product Measurement** explains custody transfer along with how to test, repair, install, and maintain custody transfer equipment and devices. Students will also study testing, repairing, installing, and maintaining prover equipment, process measurement equipment, and flow measurement equipment.

**Liquid Pipeline Measurement and Quality Control** teaches learners how to activate tank mixing devices, perform product testing, execute pipeline grade changes, and perform tank capacity operations. The curriculum also explains how to use and inject appropriate additives, identify types of meters, maintain accurate measurement on all custody receipts, and use processes and techniques to prove meters.

**Maintain, Troubleshoot, and Repair Metering Devices and Provers** describes how to inspect, maintain, and repair metering devices and prover systems. The course also defines waterdraw calibration procedures used to calibrate and verify the reliability of prover systems.

**Introduction to Metering Devices and Prover** identifies and explains the use of various types of pipeline meters including positive displacement, turbine, ultrasonic, mass-flow, vortex, and orifice. Instructors also cover the use of tank provers, traditional pipe provers, and small volume pipe provers.

Polyfusion

The polyfusion process joins two pieces of thermoplastic pipe together using heat and pressure.

Although commonly associated with high-density polyethylene pipe (HDPE), our McElroy, machines are capable of fusing or welding a variety of different types and sizes of pipe. McElroy equipment is recognized worldwide as the most reliable, efficient, rugged and technically-advanced pipe fusion equipment. Instructors are trained by McElroy and have field experience.

These processes are commonly used in the gas industry, but training can be used for employees in municipalities, water distribution systems, plumbing systems and various other industries. Students learning this trade will have no problem finding well-paid employment.

We offer training, certification, and re-certification in the following polyfusion areas:
- Butt, Saddle & Socket Welds
- Electro-Fusion
- Hot Tapping
- McElroy Data Logger
- Mechanical Fitting
- PVC to Poly

McElroy Machines & Equipment:
- Electro-Fusion
- Pit Bull Machines (2)
- Rolling #28 (2)
- Rolling 412
- Sidewinders for Sidewall Fusion (2)
- TracStar 412
OQ: Operator Qualifications

Central Tech provides training for more than 900 Operation Qualification (OQ) modules. OQ training provides your employees with the skills necessary to complete each required operation and maintenance task, and the knowledge needed to react to emergencies or abnormal operating conditions that may arise. Central Tech’s training follows OQ requirements of practiced actions and testing. Training covers new hires, refresher, transfers, promoted employees, and employees who have failed inspector evaluations. OQ modular training is designed to fit your needs.
Cyber Security

With the expanding use of Industrial Control Systems (ICS) and Supervisory Control and Data Acquisition (SCADA) in the oil and gas industry, the need for securing those systems is great. These systems are also being connected more and more to corporate networks, and to the public Internet, which makes them targets for attackers.

Because of this trend, Central Tech is now offering three different Cyber Security courses for the oil and gas industry. By having your employees trained in Cyber Security, your company can have a good security posture, making you less of a target.

Cyber Security Awareness (3 Hours)
The cyber security awareness course is designed for current employees in the oil and gas industry that work with computers on a daily basis. This course will educate employees in fundamental cyber security concepts as they relate to the oil and gas industry. It covers why employees of oil and gas companies need to be aware of cyber security issues. Finally, it gives employees the tools they need to use to be cyber secure.

Advanced Cyber Security for Oil and Gas Managers (6 Hours)
The advanced cyber security course is designed for current managers in the oil and gas industry that manage engineers and technicians that work with computers and control systems on a daily basis.

This course will aid managers in creating a secure environment for enterprise and control system networks. Managers will learn how to provide risk assessment for company assets, plan for security implementation, create security policies, implement security procedures, and evaluate the security measures put in place.

Advanced Cyber Security for Oil and Gas Technicians (3 Days)
The advanced cyber security course is designed for current technicians in the oil and gas industry that work with computers and control systems on a daily basis.

This course will train you in the advanced security concepts needed to help to secure the critical oil and gas industry assets. Technicians will learn what the current vulnerabilities and exploits are for control systems, and how to protect against them. Technicians will plan, implement, and test the security measures they put in place to protect their control systems using actual security equipment.
Central Tech provides customized technical training for today’s manufacturing workforce including line operators, office staff, maintenance, supervisors, and more.

The most requested technical training topics include, but are not limited:

- Basic Hydraulic and Pneumatics
- Customer Service
- Electrical Motor Controls
- Forklift Operation & Certification
- Front Office Training
- Industrial Electrical and Electronics
- Industrial Welding
- Manager and Supervisor Training
- Microsoft Word, Excel and PowerPoint
- Overhead Crane Operation
- PLC’s and Automation Controls
- Rigging and Lifting

Manufacturing Practices and Technical Concepts
Not sure how to prioritize training to maximize productivity, increase your bottom line and utilize each employee to their fullest potential?

We can help by assessing your current workforce and developing a customized training plan right for you and right for them.

Since each company’s needs are specific to their business and facility, we know cookie cutter training isn’t the answer. Our industrial coordinators are available to meet with you at no charge. Let us assist in helping you determine the best approach to enhancing the skill level of your current workforce.

No cost consultation. Just benefits. Let our team work for you. Call today!
The Agribusiness Management Program is a client-based program focused on providing customized solutions to farmers, ranchers, and agribusinesses. Our goal is to provide you with the resources you need to solve the challenges unique to your operation. We achieve this through one-on-one individualized consultation, as well as structured workshops focusing on recordkeeping, livestock, crops, marketing, and more. Attendees leave these workshops with an understanding of the practical application of the topics presented and resources to move their operation to the next level.
Business Incubator

Central Tech is the service provider for the Central Oklahoma Business and Job Development Corporation (COBJDC) incubator program. Incubator services nurture fledgling companies that have above average potential for creating high-paying jobs in the local area, revitalizing neighborhoods, commercializing new technologies, and strengthening local, regional and national economies.

In addition to the office space available in the Drumright facility, Central Tech and COBJDC work with the Oklahoma Department of Commerce to certify incubator spaces in other towns within Central Tech’s district, allowing companies to benefit from incubator services and stay in their local community.

Incubator tenant companies benefit from business coaching and a five-year state income tax exemption, with an additional five-year exemption for businesses that do a majority of their sales outside of Oklahoma.

Qualifications of an incubator tenant
• Start-up entrepreneur with a viable idea
• Company in the early stages of development
• Mature company with a new concept

Advantages
• Business Counseling and Training
• Oklahoma Small Business Incubator Tax Exemption

Application Requirements*
• Business Plan & Business Description
• Marketing Plan
• Employment Projection
• Financial Statements and Projections
  * We can assist you with the application process.

Drumright Facility Amenities
• Utilities included in rent
• Desk, desk chair, guest chair and bookcase
• Access to copier, fax, wireless network
• Receptionist to greet guests
• Maintenance of common areas
• Air conditioned and heated
• Access to conference room

Studies show 88% of firms that have graduated from incubators are still in business after 5 years, whereas generally 20% of startup businesses survive in the real world.

– National Business Incubator Association

Consulting

Our business consultation services are dedicated to the success of you and your business. We can help you launch a new business or grow an existing company by providing the guidance and tools needed to examine the viability of new ventures. Over the years, we have helped numerous aspiring entrepreneurs, owners and managers analyze their business, solve problems and plan for future achievements. Additionally, Central Tech business consultants provide guidance and services to COBJDC incubator tenants and assist potential tenants with the application process.
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